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National Sample Survey
Celebrating 75 years of NSS

सत्यमेव जयते

भारत सरकार
Government of India
सांख्यिकी और कार्यक्रम कार्यान्वयन मंत्रालय
Ministry of Statistics and Programme Implementation
राष्ट्रीय सांख्यिकी कार्यालय
National Statistics Office
घरेलू सर्वेक्षण प्रभाग
Household Survey Division





क्षेत्र कर्मचारियों के लिए अनुदेश

Instruction to Field Staff

खंड/Volume-I

अभिकल्प,संकल्पनाएँ,परिभाषाएँ एवं प्रक्रियाएँ
Design, Concepts, Definitions and Procedures

समाजार्थिक सर्वेक्षण
SOCIO-ECONOMIC SURVEY

जुलाई 2025 – जून 2026
July 2025 – June 2026

रा. प्र. स. 80वां दौर
NSS 80th ROUND

घरेलू पर्यटन व्यय
Domestic Tourism Expenditure

राष्ट्रीय घरेलू यात्रा
National Household Travel











जून 2025
June 2025







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Chapter One

Coverage, Concepts, Design and Definitions

1.0. INTRODUCTION

1.0.1. The National Sample Survey (NSS) was set up by the Government of India in 1950 to collect socio-economic data employing scientific sampling methods. Till date NSS has conducted 79 rounds of surveys covering a number of subjects of contemporary interests apart from undertaking several ad hoc surveys outside the ambit of NSS rounds and pilot surveys as well as methodological studies. The survey and fieldwork of NSS 80th round covering the subjects 'Household Social Consumption Expenditure – Health' and Comprehensive Modular Surveys on Telecom and Education, is started from January 2025. Under the purview of NSS 80th round, two separate surveys *i.e.*, Domestic Tourism Expenditure Survey and National Household Travel Survey are launched from July 2025.

1.1. OBJECTIVE OF THE SURVEY

1.1.1. Objective of 'Domestic Tourism Expenditure Survey' (Schedule 21.1): Since India is a large and diverse country with vast variety in its geography, traditions, culture, language, religion, cuisine the importance of tourism is significant in the national economy. Tourism is a valuable source for generating employment in various industries like hospitality, handicrafts, transport services etc. Tourism, by itself, does not constitute any specific industry in the economy in the way industry is defined in the System of National Accounts. Rather, it is an amalgam of several traditional sectors like transport, accommodation, food and beverage services, recreation and entertainment, etc.

1.1.2. Expenditure on domestic tourism of overnight trips collected through Domestic Tourism Expenditure Survey is an important component for preparation of Tourism Satellite Account (TSA), which is meant to measure goods and services according to international standards of concepts, classifications and definitions. Domestic Tourism Expenditure Survey of NSS 80th round is designed to collect detailed information on expenditure on domestic tourism along with some information on household characteristics, visitor characteristics and trip characteristics in relation to domestic overnight trips, required for preparation of Tourism Satellite Account (TSA) which will be done by the Ministry of Tourism (MoT). Also, MoT provides the travel and tourism data to UNWTO to generate Travel & Tourism Development Index (TTDI). Few of such data points are generated

from this survey. In addition, some important information on trips and expenditure shall also be collected in connection with domestic same-day trips.

1.1.3. Besides providing input for preparation of TSA, the survey will cover a wide range of information on the various aspects viz. Month of starting the trip, Purpose of the trip, Main destination of the trip, mode of travel, type of accommodation used, duration of stay, type of trip-package or non-package, use of various tourism specific products and services for the trip, such as services of tour operators, tour guides availed through them. This valuable information may be used for further policy research and for formulation of sector specific policies and programmes for creation and development of infrastructure, tour packages, etc.

1.1.4. **National Household Travel Survey (Schedule NHTS25**): Household Travel Survey (HTS) is an essential tool for gathering detailed information about the travel behaviour of individuals within a given household. The survey will provide valuable insights into how people move, the modes of transport they use, trip purposes, travel frequency, and other related factors. Information about individuals' public transport usage can be used to identify gaps in the current transit system, optimize routes, and adjust schedules. This data can inform decisions about where new transit routes should be established and how to improve accessibility to underserved areas.

1.1.5. The National Statistics Office (NSO) will conduct the first dedicated National Household Travel Survey (NHTS) in India during July 2025 to June 2026 based on the requirements of Ministry of Railways (MoR). The survey is aimed at collecting information on where, when, and why people travel, which is critical for making informed decisions on infrastructure projects and public transportation systems. The survey will provide critical data for understanding and improving the transportation systems that will aid in policy development and infrastructure planning.

The NHTS will be conducted to serve the following objectives of Ministry of Railways:

(i) To assess the spatial Origin-Destination (O-D) matrix for different transportation modes (rail, road, air, etc.) and influencing factors affecting the mode, destination choice.

(ii) Assess the price elasticity of travel demand by mode.

(iii) Opening avenues for further research in railways and enhance the capacity for transport planning in government, academia and industry.

1.2. OUTLINE OF THE SURVEY

1.2.1. GEOGRAPHICAL COVERAGE OF THE SURVEY

The survey will cover the whole of the Indian Union *except* the villages in Andaman and Nicobar Islands which remain difficult to access throughout the year.

1.2.2. SURVEY PERIOD

The survey will be conducted during the period July 2025 – June 2026.

1.2.3. SUB ROUNDS

The survey period will be divided into four sub-rounds, each of three months duration as mentioned below:

Sub-round	Period
Sub-round 1	July – September 2025
Sub-round 2	October – December 2025
Sub-round 3	January – March 2026
Sub-round 4	April – June 2026

In each of these four sub-rounds, equal number of sample First Stage Units (FSUs) will be allotted for survey with a view to ensure uniform spread of sample FSUs over the entire survey period. Attempt will be made to survey each of the FSUs during the sub-round to which it is allotted. Because of the arduous field conditions, sub-round restrictions will not be strictly enforced in Andaman and Nicobar Islands, Lakshadweep, Ladakh and rural areas of Arunachal Pradesh and Nagaland.

1.2.4. SCHEDULES OF ENQUIRY

Computer-assisted personal interviewing (CAPI) software has been developed for collection of information in the survey. The CAPI software is based on the following schedules of enquiry:

Schedule 0.0	:	List of households
Schedule 21.1	:	Domestic Tourism Expenditure
NHTS25	:	National Household Travel Survey

1.3. CONTENT OF VOLUME I

This volume of instruction contains three chapters. Chapter One gives an overview of the survey operation and discusses the concepts and definitions of important technical terms to be used in the survey. It also describes the sample design and procedure of selection of households. Chapters Two contains instructions for collection of information relating to Schedules 0.0 while detailed guidelines for collection of information in Schedule 21.1 and Schedule NHTS25 are discussed in Chapter Three and four respectively. A list of frequently asked questions (FAQs) has been provided at the end of both Chapter Two, Three and four.

1.4. SAMPLING DESIGN

1.4.01. OUTLINE OF SAMPLING DESIGN

A multi-stage stratified sampling design will be used where villages/urban blocks or Sub-Units (SUs) of these are regarded as the First Stage Units (FSU) and the households as the Ultimate Stage Units (USU). Both the FSUs and USUs will be selected with Simple Random Sampling Without Replacement (SRSWOR).

1.4.02. SAMPLING FRAME FOR FIRST STAGE UNIT

The sampling frame for urban sector is the list of Urban Frame Survey (UFS) blocks as per the latest UFS and for rural sector, it is the list of villages as per Census 2011 updated by removing those villages which are urbanized and included in latest UFS (till the time of sample selection). Sometimes, with a view to ensuring uniformity in the size of FSUs and for operational convenience, large villages/UFS blocks are notionally divided into smaller units of more or less equal size, known as sub-units using a pre-defined criteria based on population in the village or number of households in the UFS block. The sector-specific criteria for sub-unit formation are as below:

1.4.02.1. Rural Sector

(i) The number of SUs to be formed in the villages (with Census 2011 population of 1000 or more and except some States/UTs) is decided based on projected present population of the village. The criteria for the formation of the SUs are given below:

Projected Population of the village	Number of SUs to be formed
less than 1200	1
1200 to 2399	2
2400 to 3599	3
…	…

(ii) For rural areas of Himachal Pradesh, Sikkim, Andaman & Nicobar Islands, Ladakh, parts of Uttarakhand (except four districts - Dehradun, Nainital, Haridwar and Udham Singh Nagar), Jammu and Kashmir (seven districts Poonch, Rajouri, Udhampur, Reasi, Doda, Kishtwar, Ramban) and Idukki district of Kerala; SU is formed in a village if population as per Census 2011 is more than or equals to 500. The criteria for the number of SUs to be formed are as below:

Projected Population of the village	Number of SUs to be formed
less than 600	1
600 to 1199	2
1200 to 1799	3
…	…

1.4.02.2. Urban Sector

Sub-units are formed in the UFS blocks with number of households 250 or more. The number of SUs to be formed within the UFS blocks is decided by the following criteria:

Number of Households in UFS Block	Number of SUs to be formed
less than 250	1
250 to 499	2
500 to 749	3
…	…

Thus, the list of villages / UFS blocks / SUs (for those villages or UFS blocks where sub-units are formed) together constitute the sampling frame for selection of the First Stage Units.

1.4.03. STRATIFICATION OF FSUs

The primary geographical unit, called basic stratum within a state/UT for rural and urban sectors is a district.

1.4.03.1. Rural Sector

(i) A **Special Stratum** comprising of all the uninhabited villages as per Census 2011 is formed at all-India level.

(ii) The remaining villages within each district will constitute a separate stratum.

1.4.03.2. Urban Sector

Two or more strata will be formed in urban areas of each basic stratum with the following criteria:

(i) Each million plus city as per census 2011 will be considered as a separate stratum.

(ii) Rest of the urban areas of the district will constitute another stratum.

1.4.04. SUB-STRATIFICATION OF FSUS

In rural sector, the number of groups to be formed within a rural stratum (which is a district excluding all uninhabited villages) will depend on the sample size allocated to the stratum based on its population size. The minimum allocation to be done in a stratum is 4 FSUs. In each stratum with more than 4 allotted FSUs (i.e., where $n > 4$), 2 or more groups (sub-strata) will be formed. For formation of these sub-strata, the villages within a stratum will be ordered in terms of its population size, then these ordered villages will be clubbed into n/4 groups such that each group will comprise of a set of villages (all SUs of a village considered together) of the arranged frame and have more or less equal population.

In the urban sector, sub-strata will be formed in those strata where the allotted number of FSUs is more than 4 (i.e., $n>4$). For all strata with $n >4$, all the UFS blocks within the strata will be first arranged in ascending order of total number of households in the UFS blocks as per urban frame.

Then sub-strata will be demarcated in such a way that each sub-stratum will comprise a group of UFS blocks (all SUs of a block considered together) having more or less equal number of households. If the number of blocks in a particular stratum is very small, no sub-stratum will be formed in the stratum.

1.4.05. CRITERIA FOR ALLOCATION OF FSUs IN STATUM

A criterion, in terms of population content as described below is proposed to be used for allocation of FSUs (urban blocks or villages or subunits) in the basic stratum:

FSU allocation criteria for basic stratum

Size Class	Population	Annual Allocation	Size Class	Population	Annual Allocation
1	Less than 1 lakh	4 FSUs	12	40 lakhs to 48 lakhs	56 FSUs
2	1 lakh to 4 lakhs	8 FSUs	13	48 lakhs to 56 lakhs	68 FSUs
3	4 lakhs to 8 lakhs	12 FSUs	14	56 lakhs to 64 lakhs	80 FSUs
4	8 lakhs to 12 lakhs	16 FSUs	15	64 lakhs to 72 lakhs	92 FSUs
5	12 lakhs to 16 lakhs	20 FSUs	16	72 lakhs to 80 lakhs	104 FSUs
6	16 lakhs to 20 lakhs	24 FSUs	17	80 lakhs to 88 lakhs	116 FSUs
7	20 lakhs to 24 lakhs	28 FSUs	18	88 lakhs to 96 lakhs	128 FSUs
8	24 lakhs to 28 lakhs	32 FSUs	19	96 lakhs to 100 lakhs	136 FSUs
9	28 lakhs to 32 lakhs	36 FSUs	20	100 lakhs to 120 lakhs	160 FSUs
10	32 lakhs to 36 lakhs	40 FSUs	21	120 lakhs to 140 lakhs	184 FSUs
11	36 lakhs to 40 lakhs	44 FSUs	22	140 lakhs to 160 lakhs	208 FSUs

The projected population for each district is obtained using the State × District level growth rates computed from the projected population figures as on 1st March 2025 as available from the report, 'Population Projections for India and States 2011-2036' of the Technical Group on Population Projections, Ministry of Health and Family Welfare, Government of India. The allocation is adjusted to ensure uniformity in the population distribution across Sample FSUs within each State/UT. For special stratum formed in rural areas, 24 FSUs will be allocated.

1.4.06. SAMPLE SIZE

Around 24,752 FSUs will be surveyed for the central sample at all-India level. State / UT wise allocation of sample FSUs is given in Table 1 of page A-18.

1.4.07. ALLOCATION OF SAMPLE TO STATES AND UTS

The total number of sample FSUs will be allocated to the States and UTs on the basis of the matching criteria as discussed in 1.4.05 subject to a minimum allocation of 16 FSUs (8 each for the rural and urban sector).

1.4.08. ALLOCATION TO SUB-STRATA

Allocation of FSUs for each sub-stratum will be 4 in both rural and urban sectors.

1.4.09. SELECTION OF FSUS WITHIN STRATUM/SUB-STRATUM

The required number of FSUs (which is the annual allocation within the given stratum × sub-stratum) is selected by SRSWOR from each of the stratum / sub-stratum.

1.4.10. FORMATION OF SUB-DIVISION

It has been experienced that in some of the selected FSUs, the actual present population is significantly higher than the projected population/Census population and this may cause operational inconvenience for listing of all the households. In such a situation, the selected FSU is notionally sub-divided into several smaller units, called Sub-division. The criteria for determining the number of Sub-divisions to be formed in the selected rural (except areas mentioned in Point ii Section 1.2.02.1) /urban FSU is given below.

Approx. present population of the selected FSU	Number of Sub-divisions to be formed
less than 1500	1
1500 to 2399	2
2400 to 3599	3
3600 to 4799	4
…	…

The criteria for determining the number of Sub-divisions in rural areas mentioned in Point (ii) of Para 1.2.02.1 are as below:

Approx. present population of the selected SU	Number of Sub-divisions to be formed
less than 750	1
750 to 1199	2
1200 to 1799	3
1800 to 2399	4
…	…

Only one Sub-division is selected randomly after forming the required number of Sub-divisions. Further, listing and selection of households are done in the selected Sub-division unit only.

1.4.11. FORMATION OF SECOND STAGE STRATA (SSS) FOR DOMESTIC TOURISM EXPENDITURE SURVEY (DTES)

The criteria for determining the Second Stage Strata (SSS) and number of households to be surveyed for different SSS for 'Domestic Tourism Expenditure' will be as follows:

SSS	composition of SSS		number of households to be surveyed
Rural/Urban			
1	households having at least one member who completed domestic overnight trip during last 365 days for medical/ holidaying/ shopping / pilgrimage purpose	with UMPCE > A	2
2		with UMPCE ≤ A	2
3	from the remaining, households having at least one member who completed any other domestic overnight trip during last 30 days	with UMPCE > A	2
4		with UMPCE ≤ A	2
5	other households		2
Total			**10**

Note: Here the overnight trip indicates of duration less than or equal to 180 days. Overnight trips of duration of more than 180 days are out of purview of DTE survey.

The cutoff value (A) for each State × Sector level will be based on the 60th percentile of the corresponding distribution of MPCE, derived from the latest HCES, i.e., HCES:2023-24, with inflation adjustments made using the Consumer Price Index (CPI) – General Index.
UMPCE is Usual Monthly Per Capita Consumption Expenditure

1.4.12. FORMATION OF SECOND STAGE STRATA (SSS) FOR NATIONAL HOUSEHOLD TRAVEL SURVEY (NHTS)

There will be no SSS formation for NHTS25 schedule. Twenty households are to be surveyed for NHTS25 in a selected FSU.

1.4.13. SELECTION OF HOUSEHOLDS

The required number of sample households from each SSS of DTES are selected by the SRSWOR scheme and 20 sample households for NHTS are also selected from the sampling frame by SRSWOR scheme. This selection will be done independently. If a household is selected for more than one schedule (i.e. for both DTES and NHTS) and there is sufficient number of households available in the sampling frame, only DTES schedule will be canvassed in the selected household. For canvassing the NHTS schedule, the already selected household will be replaced by the next non-selected household in the sampling frame. However, if the number of households in the frame is inadequate, more than one schedule will be canvassed in the same household.

1.5. CONCEPT AND DEFINITION

Important concepts and definitions used in different schedules of this survey are explained below.

1.5.01. POPULATION COVERAGE

The following rules regarding the population to be covered are to be remembered in listing of households and persons:

1. Under-trial prisoners in jails and indoor patients of hospitals, nursing homes etc., are to be excluded, but residential staff therein will be listed while listing is done in such institutions. The persons of the first category will be considered as members of their parent households and will be counted there. Convicted prisoners undergoing sentence will be outside the coverage of the survey.
2. Floating population, i.e., persons without any normal residence will not be listed. But households residing in open space, roadside shelter, under a bridge, etc., more or less regularly in the same place, will be listed.
3. Neither the foreign nationals nor their domestic servants will be listed, if by definition the latter belong to the foreign national's household. If, however, a foreign national becomes an Indian citizen for all practical purposes, he or she will be covered.
4. Persons residing in barracks of military and paramilitary forces (like police, BSF, etc.) will be kept outside the survey coverage due to difficulty in conduct of survey therein. However, civilian population residing in their neighbourhood, including the family quarters of service personnel, are to be covered. Permission for this may have to be obtained from the appropriate authorities.
5. Orphanages, rescue homes, ashrams and vagrant houses are outside the survey coverage. However, the residential staff of these institutions may be listed. People staying in old age homes will be covered in the survey.

1.5.02. HOUSE

Every structure, tent, shelter, etc. is a house irrespective of its use. It may be used for residential or non-residential purpose or both or even may be vacant.

1.5.03. HOUSEHOLD

A group of persons normally living together and taking food from a common kitchen will constitute a household. It will include temporary stay-aways (those whose total period of absence from the household is expected to be less than 6 months during the survey period) but exclude temporary visitors and guests (expected total period of stay less than 6 months during the survey period). Even though the determination of the actual composition of a household will be left to

the judgment of the head of the household, the following procedures will be adopted as guidelines.

(i) Each inmate (including residential staff) of a hostel, mess, hotel, boarding and lodging house, etc., will constitute a single-member household. If, however, a group of persons among them normally pool their income for spending, they will together be treated as forming a single household. For example, a family living in a hotel will be treated as a single household.

(ii) In deciding the composition of a household, more emphasis is to be placed on 'normally living together' than on 'ordinarily taking food from a common kitchen'. In case the place of residence of a person is different from the place of boarding, he or she will be treated as a member of the household with whom he or she resides.

(iii) A resident employee, or domestic servant, or a paying guest (but not just a tenant in the household) will be considered as a member of the household with whom he or she resides even though he or she is not a member of the same family.

(iv) When a person sleeps in one place (say, in a shop or in a room in another house because of space shortage) but usually takes food with his or her family, he or she should be treated not as a single member household but as a member of the household in which other members of his or her family stay.

(v) If a member of a family (say, a son or a daughter of the head of the family) stays elsewhere (say, in hostel for studies or for any other reason), he/ she will not be considered as a member of his/ her parent's household. However, he/ she will be listed as a single member household if the hostel is listed.

1.5.04. HOUSEHOLD SIZE

The number of members of a household is its size.

1.5.05. HOUSEHOLD'S USUAL MONTHLY CONSUMER EXPENDITURE (RS.)

This information is collected to classify the households into different UMPCE (Usual Monthly Per Capita Consumption Expenditure) classes. Household consumer expenditure (HCE) is the sum of monetary values of all goods and services consumed (out of purchase or procured otherwise) by the household on domestic account (i.e., all expenditures excluding those for entrepreneurial purposes) during a reference period. Procedure for deciding consumption of goods and services by a household is same as that followed in Consumer Expenditure Survey of NSS. Unusual expenditures, such as expenditure on social ceremonies, capitation fee,

hospitalization, etc., are to be excluded for deriving usual monthly consumer expenditure of the household. Further, all types of transfer payments made such as gifts given to beggar, income tax paid, if any, will not be covered under consumer expenditure However, expenditure on household durable goods is to be included.

Household's usual monthly consumer expenditure will be derived through the following items:

(i) usual consumer expenditure in a month for household purposes out of purchase (including online purchase) of goods and services excluding items like clothing, footwear (A)

(ii) imputed value of usual consumption in a month from home grown stock like, rice, cereals, pulses, vegetables, milk, firewood, chips, cow dung, etc. (B)

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

(iv) expenditure on purchase of items like clothing, footwear, etc. during last 365 days (D)

(v) 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)

In (i) to (v) entry will be made in whole number in rupees.

From the entries in (i) to (v), UMPCE will be derived in whole number of rupees rounded to the nearest rupee as: [A + B + C +(D+E)/12]

(a) **Usual consumer expenditure in a month for household purposes out of purchase (including online purchase) of goods and services excluding items like clothing, footwear (A):** Regular monthly expenditure incurred by the household for purchase (including online purchase) of goods and services for household purposes will be included here whereas expenses on items like clothing, footwear and purchase of durable goods will be excluded from the coverage of this item. Further, cash remittances should not be reported under this item.

(b) **Imputed value of usual consumption in a month from home grown stock like, rice, cereals, pulses, vegetables, milk, firewood, chips, cow dung, etc. (B):** There are some households, especially in rural areas, who use (i.e., consume) items of household consumer goods like rice, cereals, pulses, vegetables, milk, firewood & chips, cow dung etc., from home grown stock on a regular basis. For households who use items of household consumer

goods from home grown stock on regular basis, the imputed value of such usual consumption in a month at ex farm/ ex-factory price will be recorded here.

(c) **Imputed value of usual consumption in a month from wages in kind, free collection, gifts, etc. (C):** There are some households who regularly consume goods and services that are received in exchange of goods and services provided by them. For wage salaried employees, such services received could be perquisites like free electricity, free telephone services, free medical services, etc. For agricultural labourers, such goods and services received could be food-grains, vegetables, meals etc., as payment for wages in kind. In some cases, it may also happen that household regularly consumes goods and services received as gifts or obtained through free collection. For households who regularly consume goods and services received as (1) wages in kind, (2) in exchange of goods provided by them, (3) as gifts or (4) obtained through free collection, etc., the imputed value of such usual consumption in a month at local retail prices will be recorded here. Mid-day meals received by household members also will be considered for making entries against this item.

Points to remember:

- For households who regularly consume goods and services received as wages in kind, in exchange of goods provided by them, as gifts or obtained through free collection etc.; the imputed value of such usual consumption in a month at local retail prices is to be recorded.
- Goods and services received as gifts or obtained through free collection or allotted by Government (e.g., fund allotted for students in Government sponsored school) which are regular in nature are only to be considered for reporting.
- If goods and services received at subsidised rates, local retail price is to be imputed.
- Rent of leased out land received in kind, and consumed by the household, is to be considered and imputed value of good received is to be recorded.

(d) **Expenditure on purchase of items like clothing, footwear, etc. during last 365 days (D):** Expenditure on purchase of items like clothing footwear, etc., which generally are not purchased on a regular basis during the last 365 days will be recorded in here.

(e) **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):** Expenditure incurred by the household during the last 365 days for purchase (including online purchase) of household durable goods like, bedstead, furniture, vehicles, TV sets, fridge, fans, cooler, AC, mobile phones, computers, kitchen equipment, etc., will be recorded here. Expenditure for construction of household durable goods will be considered for reporting in this item.

Points to remember:

- If a household purchases a car or any other durable goods on hire purchase basis, the actual amount paid, which may include down payment and/or payment of instalments, during the reference period is to be recorded irrespective of whether such durable goods was purchased during the reference period.
- If a car or any other durable goods is purchased during last 365 days by taking loan from bank and instalments are being paid to the bank as repayment of loan, the full purchase amount of such durable goods is to be considered and reported instead of the amount of instalments paid during the last 365 days.
- Cost of repair/ servicing of vehicle will be considered for reporting in this item.
- Major repair/construction of durable goods which intends to increase the life of the durable goods will be considered for reporting in this item.
- Minor repair of the durable goods or minor repair made for the purpose of beautification of house/flat which will be considered for reporting in this item.

Special procedure for expense on tuition fees, hostel room charges and hostel mess charges: If these expenses are incurred with a monthly periodicity, they will naturally come under 'A'. But if they are incurred semester-wise, or quarterly or annually, the average expenditure per month is to be calculated and included in 'A'. Note, however, that in case of hostel students, these expenditures should be accounted in the student's household and not in the 'parent' household. This is because rent and tuition fees regularly paid by a household (parent household) for a member of another household (usually a hostel student) are covered by the Use Approach. For simplicity, the above procedure will be followed for tuition fees paid for non-hostel students as well. That is, if tuition fees are not paid monthly and therefore not reported in 'A', the monthly average over a year will be included in 'A'.

Points to remember:

- Amount spent for purchase of flats/houses will not be considered for calculating UMPCE excluded as it is treated as an investment/capital expenditure.
- Expenditure incurred for regular medical treatment or diagnosis (e.g., dialysis for kidney impairment, chemotherapy/radiology for cancer) will be considered for calculating UMPCE. However, any expenditure on hospitalisation, which is not of regular nature, will be excluded.
- Expenditure incurred for payment of insurance premium, will be excluded as it is essentially a transfer payment, and all types of transfer payments are outside the purview of consumer expenditure.

1.5.06. HOUSEHOLD TYPE

The household type, based on the means of livelihood of a household, is decided on the basis of the sources of the household's income during the 365 days preceding the date of survey. For this purpose, only the household's income (net income and not gross income) from economic activities is to be considered; but the incomes of servants and paying guests are not to be taken into account.

In ***rural areas*** a household will belong to any one of the following seven household types –

self-employed in agriculture -1	*casual labour in agriculture – 5*
self-employed in non-agriculture – 2	*casual labour in non-agriculture -6*
regular wage/salary earning in agriculture- 3	*others-9*
regular wage/salary earning in non-agriculture- 4	

For ***urban areas***, the household types are

self-employed-1	*casual labour-3*
regular wage/salary earning-2	*others-9*

1.5.06.1. PROCEDURE FOR DETERMINING HOUSEHOLD TYPE IN RURAL AREAS

The broad household types in rural areas to be used in this round are *self-employed*, *regular wage/salary earning*, *casual labour* and *others*.

Firstly, the households, which do not have any income from economic activities, shall be classified under "*others".*

Out of the remaining households, the household's income from economic activities will be considered. A household will be first categorized as '*self-employed*', *regular wage/salary earning*' or '*casual labour*' depending on the single major source of its income during the last 365 days from self-employment, regular wage/ salaried employment or casual labour employment, respectively.

For a household, which has a major income from self-employment (i.e., income from self-employment is more than the earning of each of regular wage/salary and casual labour), the broad household type will be *self-employed*.

For a household, which has major income from regular wage/salary, the broad household type will be *regular wage/salary earning*.

For a household, which has a major income from casual labour, the broad household type will be *casual labour*.

Within each of the broad categories of *self-employed, regular wage/salary earning* and *casual labour* households, two specific household types, viz., 'in agriculture' and 'in non-agriculture' will be distinguished, depending on their major income from agricultural activities (sections A of NIC-2008) and non-agricultural activities (rest of the NIC-2008 sections, excluding section A) during last 365 days. However, **working in fisheries is excluded** from the purview of agricultural activities.

The specific household types for the households whose major source of income during last 365 days is from self-employment are "s*elf-employed in agriculture"* and *"self-employed in non-agriculture".*

Similarly, the specific household types for the households whose major source of income during last 365 days is from *regular wage/salary earning* are "*regular wage/salary earning in agriculture"* and *"regular wage/salary earning in non-agriculture".*

Also, the specific household types for the households whose major source of income during last 365 days is from employment as casual labour are "*casual labour in agriculture"* and *"casual labour in non-agriculture".*

1.5.06.2. PROCEDURE FOR DETERMINING HOUSEHOLD TYPE IN URBAN AREAS

The different household types correspond to four sources of household income, unlike the rural sector where seven sources are considered. An urban household will be assigned the type self-employed, regular wage/salary earning, casual labour or others corresponding to the major source of its income from economic activities during the last 365 days. A household which does not have any income from economic activities will be classified under others.

1.5.07. MANUAL WORK

A job essentially involving physical labour is considered as manual work. However, jobs essentially involving physical labour but also requiring a certain level of general, professional, scientific or technical education are not to be termed as 'manual work'. On the other hand, jobs not involving much of physical labour and at the same time not requiring much educational (general, scientific, technical or otherwise) background are to be treated as 'manual work'. Thus, engineers, doctors, dentists, midwives, etc., are not considered manual workers even though their jobs involve some amount of physical labour. But, peons, chowkidars, watchman, etc. are considered manual workers even though their work might not involve much physical labour. A

few examples of manual workers are cooks, waiters, building caretakers, sweepers, cleaners and related workers, launderers, dry cleaners and pressers, hairdressers, barbers, beauticians, watchmen, gate keepers, agricultural labourers, plantation labourers and related workers.
The household type along with the nature of work as manual or non-manual will identify 'agricultural labour' households and 'other labour' households in rural areas. 'Agricultural labour' households and 'other labour' households together constitute 'rural labour' households.

1.5.08. WORKER (OR EMPLOYED)

Persons who, during the reference period, are engaged in any economic activity or who, despite their attachment to economic activity, have temporarily abstained from work for reasons of illness, injury or other physical disability, bad weather, festivals, social or religious functions or other contingencies constitute workers. Unpaid helpers who assist in the operation of an economic activity in the household farm or non-farm activities are also considered as workers. All the workers are assigned one of the detailed activity statuses under the broad activity category 'working or being engaged in economic activity'.
It may be noted that workers have been further categorized as *self-employed, regular wage/ salaried employee and casual wage labourer*. These categories are defined in the following paragraphs.

1.5.09. BROAD STATUSES IN EMPLOYMENT

Three broad statuses in employment are *self-employed*, *regular salaried/wage employee* and *casual wage labour.* Definitions of these statuses in employment are given below:

1.5.09.1. 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 self-employed persons are further categorized 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 persons 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.

1.5.09.2. There is a category of workers who work at a place of their choice which is outside the establishment that employs them or buys their product. Different expressions like 'home workers', 'home based workers' and 'out workers' are generally used synonymously for such workers. For the purpose of this survey, all such workers will be categorized as 'self-employed'. The 'home workers' have *some degree of autonomy* and *economic independence* in carrying out the work, and their work is not directly supervised, as is the case for the *employees.* Like the other self-employed, these workers have to meet certain costs, like actual or imputed rent on the buildings in which they work, costs incurred for heating, lighting and power, storage or transportation, etc., thereby indicating that they have some tangible or intangible means of production. It may be noted that *employees* are not required to provide such inputs for production.

1.5.09.3. It may further be elaborated that the 'putting out' system prevalent in the production process in which a part of production which is 'put out' is performed in different household enterprises (and not at the employers' establishment). For example, *bidi* rollers obtaining orders from a bidi manufacturer will be considered as home workers irrespective of whether or not they were supplied with raw material (leaves, *masala*, etc.), equipment (scissors) and other means of production. The fee or remuneration received consists of two parts - the share of their labour and profit of the enterprise. In some cases, the payment may be based on a piece rate. Similarly, a woman engaged in tailoring or embroidery work on order from a wholesaler, or making *pappad* on order from some unit/ contractor/ trader at her home will be treated as 'home worker'. On the other hand, if she does the work in the employers' premises, she will be treated as *an employee*. Again, if she is not undertaking these activities on orders from outside, but markets the products by herself/ other household members for profit, she will be considered as an own account worker, if of course, she does not employ any hired help more or less on a regular basis.

1.5.09.4. 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.

1.5.09.5. CASUAL WAGE LABOUR

A person casually engaged in other's farm or non-farm 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. Usually, in the rural areas, one category of casual labours can be seen who normally engage in *'public works'* activities.

Table 1: Allocation of Sample FSUs			
State Name	Rural	Urban	Total
Jammu & Kashmir	212	148	360
Himachal Pradesh	136	56	192
Punjab	320	292	612
Chandigarh		32	32
Uttarakhand	152	120	272
Haryana	304	268	572
Delhi	40	348	388
Rajasthan	868	500	1368
Uttar Pradesh	2536	1176	3712
Bihar	1608	396	2004
Sikkim	32	36	68
Arunachal Pradesh	92	104	196
Nagaland	96	92	188
Manipur	88	72	160
Mizoram	36	44	80
Tripura	68	60	128
Meghalaya	104	56	160
Assam	508	236	744
West Bengal	904	608	1512
Jharkhand	440	232	672
Odisha	536	248	784
Chhattisgarh	408	276	684
Madhya Pradesh	952	596	1548
Gujarat	568	692	1260
Dadra & Nagar Haveli and Daman & Diu	24	28	52
Maharashtra	908	1044	1952
Andhra Pradesh	500	376	876
Karnataka	572	576	1148
Goa	16	24	40
Lakshadweep	8	16	24
Kerala	252	452	704
Tamil Nadu	592	688	1280
Puducherry	16	32	48
A & N Island	28	20	48
Telangana	404	448	852
Ladakh	20	16	36
Uninhabited*	24		24
Total	14372	10408	24780

*A special rural stratum at all-India level has been formed comprising all uninhabited villages.

Chapter Two

Schedule 0.0: List of Households

2.0.0 Introduction

Schedule 0.0 is meant for listing of all the houses and households residing in the sample first stage unit (FSU). In this schedule some information on household size and other household particulars like whether or not the household have completed overnight trip for medical / holidaying / shopping / pilgrimage purposes, usual monthly consumption expenditure etc. are collected. The auxiliary information will be used for grouping the households into different second-stage-strata (SSS) forTourism Survey. The sampling frames for selection of households will be prepared and details of the selection of sample households will be recorded in this schedule. Whenever Sub-Units(SUs) are required to be formed, particulars relating to the formation of SUs and identification of the selected SU are also to be recorded in this schedule. Concepts and definitions of various items have been given in Chapter One.

2.0.1 Structure of the schedule:

Schedule 0.0 contains the following blocks:

Block 0:	descriptive identification of sample FSU
Block 1:	identification of sample FSU
Block 2:	particulars of field operations
Block 3:	sketch map for sub-units (SU) formation
Block 3.1:	sketch map of sub-division formation
Block 4.1:	list of hamlets (only for rural samples with SU formation)
Block 4.2: Block 4.2A:	list of sub-units (SU) and identification of selected SU identification of selected sub-unit and formation of sub-division
Block 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
Block 5:	list of households and record and selection of households for Schedule onTourism (DTES)
Block 5A:	selection of households for Schedule NTES 2025
Block 6:	particulars of sampling of households
Block 7:	remarks by field enumerators (FE) /junior statistical officer (JSO)
Block 8:	remarks by field supervisor (FS) / senior statistical officer (SSO)

2.0.2 Unit of survey:

The first stage unit (FSU) is the village/UFS block/SUdepending on the sampling frame. The Junior Statistical Officer (JSO)/SurveyEnumerator (SE), on arrival at a sample FSU, will ascertain the exact boundaries of the village/UFS block which contains the SU. This may be done with the help of the village officials like patwari, panchayat authorities etc. for rural areas and with the help of UFS maps/ ward maps/ town maps in the urban areas.

2.0.3 Formation of sub-units in rural areas:

Sub-unit formation will be resorted to in the villages with census 2011 population equal to or more than 1000. A village will be divided into a certain number (D) of sub-units (SUs). The number of SUs to be formed (i.e., the value of D) will be mentioned in the sample list. The criterion for deciding the number of SUs to be formed in a village has been discussed in detail in Chapter One.

The procedure for listing of hamlets and forming sub-units is outlined below.

2.0.3.1 **Procedure:** In a large village, there usually exists a few localities or pockets where the houses of the village tend to cluster together. These are called 'hamlets'. If there are no such recognised hamlets in the village, the census sub-divisions of the village (e.g., enumeration blocks or groups of census house numbers or geographically distinct blocks of houses) may be treated as 'hamlets'. Large hamlets may be divided artificially to achieve more or less equal population content for the purpose of SU formation. The procedure for formation of SU is best described, perhaps, by listing sequentially the steps involved:

(i) Identify the hamlets as described above.
(ii) Ascertain approximate present population of each hamlet.
(iii) Draw a notional map in Block 3 showing the approximate location of the hamlets andnumber them in a serpentine order starting from the northwest corner and proceeding southwards. While drawing this map, uninhabited area (non-*abadi* area) of the village will be included as part of nearby hamlet, so that no area of the village is left out. The boundaries of the hamlets may be defined with the help of some landmarks like canals, footpaths, railway lines, roads, cadastral survey plot numbers etc., so that it would be possible to identify and locate the geographical boundaries of the SUs to be formed in the village.
(iv) List the hamlets in Block 4.1 in the order of their numbering. Indicate the present population content in terms of percentages.
(v) Group the hamlets into D number of SUs. The criteria to be adopted for SU formation are*equality of population content and geographical contiguity* (numbering of hamlets is not to be adopted as a guideline for grouping). In case there is a conflict between the two aspects, *geographical contiguity is to be given priority*. However, the difference between

the population of the smallest and the largest SU(in terms of population content) formed may be kept at minimum to the extent possible. Indicate the grouping in the map.

(vi) Number the SUs serially in column (1) of Block 4.2. The SUcontaining hamlet number 1 will be numbered as 1, the SUwith next higher hamlet number not included in SU1 will be numbered as 2 and so on. Indicate the numbers also in the notional map. It is quite possible that anSUmay not be constituted of hamlets with consecutive serial numbers.

2.0.4 Formation of SUsin urban areas:

If an UFS block has 250 or more households, it will benecessary to form SUs. Procedure for formation of SUis the same as that for the formation of SUsin the case of villages. Here the SUsare to be formed artificially by dividing the block into a certain number (say, D) of groups*by more or less equalizing the population giving priority to geographical compactness* within each SUas per the criterion specified in section 2.0.3.1. The number of SUs to be formed (i.e. the value of D) will be provided in the sample list. SUs will be numbered serially in column (1) of Block 4.2.

2.0.5 Formation of Sub-divisions of SU:

After formation of SUs in the sample village/block, the selected sample SU will be identified as per the sample list. If the approximate present population of selected SU is found to be equal to or more than 1500 (750 for some special cases in rural areas), Sub-divisions will be formed in the selected SU to control the workload of listing. The selected SU will be divided into a number ofSub-divisions (D_1) depending on the approximate population of the SU. The procedure will be similar to the formation of SU within the block as described in para 2.0.3 and 2.0.4. *Each of the Sub-divisions will have more or less equal population and will be geographically compact.*

2.0.6 Starting point for listing

Having determined the area unit to be surveyed, the JSO/FI will proceed to list the houses and households in this area unit. The listing may be done in the same order as that of the 2011 Census order of house listing. If the census order of house listing is not available, the listing may be started from the *northwest corner of the FSU* and proceeding southwards in serpentine order. While listing the households, some essential particulars about the households will be collected for the purpose of formation of second stage strata.

2.0.7 The procedures to be followed for filling up the various blocks of the Schedule 0.0 are described in the following paragraphs. Before filling in blocks, it is necessary to put tick-marks in the appropriate boxes at left hand and right-hand top corners of the first page of the schedule.

2.0. Block 0: Descriptive identification of sample FSU

2.0.8 General: This block is meant for recording descriptive identification particulars of the sample FSU. State/UT, district, sub-district/ tehsil/ town name (to be tick-marked appropriately), village name, investigator unit no., block no., sample SU no. are to be auto populated in CAPIfrom the sample list for Central Sample. A dash (-) may be recorded against not applicable items (e.g., item 4 i.e. village name is not applicable for urban sample and items 5 and 6 i.e. investigator unit and block are not applicable for rural sample).Most of the information in this blockwill be copied fromthe sample list for StateSample.

2.1 Block 1: Identification of sample FSU

2.1.0 General: This block is meant for recording the identification particulars of the sample FSU in terms of codes or numbers. The particulars relating to all the items will be recorded in box spaces provided in the block against each item (except for items 2 & 3, the codes of which are already printed). For multiple cells, the rightmost cell shall be used for recording the digit of the unit place, the next left cell for the tenth-place digit and so on. *Items 1, 4 to 13 and 15 shall be copied from the sample list for* State Sample.Items 1, 4 to 13 and 15 will be autopopulated in CAPI from sample list for central sample.

2.1.1 Item 11: FOD sub-region:

The four-digit code corresponding to the FOD sub-region to which the sample FSU belongs will be recorded against item 11. *A '–' will be put against this item for the state samples and for the Central Samples in respect of the states of Arunachal Pradesh, Manipur, Mizoram, and Tripura for which field work is carried out by the respective States*.

2.1.2 Item 12: frame code:

The different types of frames used for selection of FSUs are indicated by 'frame code' available in the sample list. Entry against item 12 shall be auto populated from the sample list for Central Sample. The frame codes to be used are:
Rural: Census 2011 – 16
Urban:'UFS 2007–12' – 15, 'UFS 2012-17' - 17, 'UFS 2017-22' - 18, 'UFS 2022-27' - 19

2.1.3 Item 13: population of village/ number of households of UFS block:

Census 2011 population of the village (in which the sample SU is located) or the number of households of the UFS block (in which the sample SU is located) as given in the sample list will be copied here.

2.1.4Item 14: approximate present population:

The JSO/SEwill first ascertain the approximate present population of the entire village/UFS block containing the sample SU taking into consideration the normal growth of population along with any abnormal influx of population into or exodus of population from the village/UFS block.

This may be ascertained mainly from the knowledgeable persons by putting certain probing questions. The starting point can be 2011 Census population. In the case of large difference with census population, it may be asked whether there has been any abnormal influx into or exodus from the village after the census or the village has been split or partly merged with other village/ urban area. If so, the approximate increase or decrease of population due to such events or any new settlements that have come up in the rural/urban area after the census is to be ascertained. **In the case of large difference between frame population and approximate present population, adequate remarks for such differences should be recorded in Block 7 or8.**

2.1.5Item 15: total number of SUs to be formed (D):

The total number of sub-units to be formed in the village/UFS block will be given in the sample list and it will be auto populated from the sample list it will be used in Block 4.2 as the value of 'D'.

2.1.6 Item 16: Survey code:

The survey codes are:

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

Some examples of zero cases are: FSUs comprising wholly the barracks of military and paramilitary forces (like CRPF, BSF etc.), rural areas declared as urban areas and now forming part of UFS frame used for urban sampling, FSUs wholly submerged under water in a dam or FSUs with the whole population evicted because of acquisition of land to construct a new factory or other project work etc. with no chance of habitation in future. As against this, the FSU where the entire population has shifted elsewhere due to some natural calamities like fire, cyclone etc., but is likely to return in the future, will be considered as uninhabited FSU and will be given code 2 or 5 as the case might be. If the substitute FSU cannot be surveyed, survey code will be 7. ***If a substitute FSU is surveyed (i.e. survey codes 4 – 6), the name of the village, its frame population must be mentioned in Block 7/8.***

2.1.7 Item 17: Reason for substitution of original sample (for codes 4 – 7 in item 16):

In all the cases where the *originally* selected sample FSU is a casualty irrespective of whether it has been substituted and subsequently surveyed or not surveyed (i.e. for codes 4 to 7 against item 16), the reason for it is becoming a casualty will be recorded in terms of code against item 17.

The codes are:

Original sample FSU:

not identifiable/ traceable…….……...….....	1
not accessible.....……....	2
restricted area (not permitted to survey) …….....	3
others (specify).....….……....	9

A '–' may be put against this item if the entry against item 16is 1 or 2 or 3. *Cases of FSUs comprising wholly the barracks of military and paramilitary forces will not be considered as restricted area for providing code 3 against item 17. As stated earlier, such cases will be considered as surveyed and will be treated as zero cases.*

2.2 Block 2: Particulars of field operations:

2.2.0. General: The details of field operations will be recorded in this block. In the serial number 1(a) and 1(b), names of the Junior Statistical Officer (JSO)/ SurveyEnumerator (SE)/ Senior Statistical Officer (SSO)/Survey Supervisor (SS), codes (permanent employee code in case of regular employees and temporary codes, if available, for other staff) and signatures will be recorded. All other items are self-explanatory.

For recording the entry in column (3) and (4) corresponding to serial number 2 (i) and (ii), following procedure may be adopted. For entering date of commencement of survey/ inspection the date when commencement of identification of FSU was started will be recorded. But while entering date of completion of survey/inspection, the date when completion of listing and selection of households was done will be recorded. However, the minor part relating to columns (7) to (10) of Block 6 may be ignored.

2.3 Block 3: Sketch map forsub-units (SU) formation

2.3.0 General: For villages/UFS blocks requiring SUformation, the space provided in the block shall be used to draw a free hand sketch-map of the village/UFS block showing the boundaries of the hamlets and SUs formed so that they may be identifiable in the field afterwards with the help of this map. It need not be drawn to scale. For villages, the serial numbers of the hamlets as given in column (1) of Block 4.1 will be written down on the map against each hamlet. The SU number given in column (1) of Block 4.2 to which the hamlet belongs will also

be shown against each hamlet within brackets on the right side of the hamlet number. For urban areas also, the SUs will be numbered in the map. The area for the selected SU shall be shaded in the map. In CAPI module sketch map of sub-unit will be uploaded in this block.

2.4 Block 3.1: Sketch map of Sub-division formation

2.4.0 General: For SU requiring formation of Sub-divisions, a freehand sketch map of the SU showing the boundaries of the Sub-divisions will be shown in the map. The number of Sub-divisions will be marked against each Sub-division corresponding to the number in column (1) of block 4.3. The area of selected Sub-division will be shaded in the map. In CAPI module sketch map of sub-division will be uploaded in this block.

2.5 Block 4.1: List of hamlets (only for rural sampleswith SU formation)

2.5.0 General: This block is to be filled in only for the villages requiring formation of SU (i.e. for D>1). All the hamlets located in the village will be listed in the specified order.

2.5.1Columns (1) to (3):A running serial number for the hamlets will be given in column (1). Name of the hamlets will be written in column (2). Present population of each hamlet expressed as percentage of the total village population will be given in column (3) in whole numbers. Entries in column (3) should add up to 100.

2.6 Block 4.2: List of sub-units (SU) and identification of selected SU

2.6.0 General: This block is meant for recording the details of formation of SUsand their selection (i.e. with D>1). Reference may be made to paragraphs 2.0.3, 2.0.3.1 and 2.0.4 for the procedures of formation and numbering of SUs. *Selected SU will be identified in this block.*

2.6.1 Column (1): serial no. of SU: The SUs formed will be given a running serial number (starting from 1) in column (1) as per the guidelines given in paragraphs 2.0.3, 2.0.3.1 and 2.0.4. The last serial number in this column will be the value of 'D' which is mentioned in the sample list and copiedin item 15 of block 1 and alsoagainst '**D'** below the block heading of 4.2. In CAPI module number of rows to be generated in this block as per entry in item 15 of block 1.

2.6.2 Column (2): serial no. of hamlet(s) in the SU (rural only): This column is to be filled up only for rural FSUs. The serial numbers of the hamlets recorded in column (1) of Block 4.1 constituting each SU are to be recorded in column (2) separated by commas.

2.6.3 Column (3): percentage (%) of population in the SU: Approximate present population of the SU in terms of percentage to total village/UFS block population will be recorded in column (3) in whole number. Entries in this column should always add up to 100.

2.6.4 Column (4): selectedSU:'1' will be recorded against the selected SU (as given in item 7 of Block 0) in this column. *The row corresponding to the selected SU number corresponding to entry '1' in column (4) needs to be highlighted.*

2.6.5 Block 4.2 A: Information on selected sub-unit and formation of sub-division

2.6.5.1 In this block selected sub-unit number will be recorded along with approximate present population of selected sub-unit. Based on approximate present population of selected sub-unit number of sub-divisions needs to be formed will be determined on this block.

2.6.5.2. Item (1): sample sub-unit number: Sub-unit which is identified in block 4.2 column 4 as selected sub-unit will be auto populated here in the CAPI.

2.6.5.2. Item (2): approximate present population of the SU: Approximate present population of the selected Sub-unit will be recorded here.

2.1.7 Item 17: number of Sub-divisions of SU to be formed (D_1): The total number of Sub-divisions to be formed will be determined according to the criterion given in Chapter One and recorded here as the value of D_1. This will be recorded in the heading of block 4.3 also.

2.7 Block 4.3: List of Sub-divisions of selected SU with population equal to or more than 1500 (750 for special cases)and identification of selected Sub-division

2.7.0 General: This block is meant for recording the details of formation of Sub-divisions and their selection within the selected SU. Reference may be made to paragraph 2.0.5 for the

procedures of formation of Sub-divisions. The criterion of formation of Sub-division is described in Chapter One. D_1 number of Sub-divisions will be formed.
Note that if entire Village/UFS Block has been selected (Sub-Unit has not been formed) as FSU, then also if the approximate present population of village/UFS block is 1500 or more (750 for special rural area) Sub-division will be formed.

2.7.1 Column (1): serial no. of Sub-divisions: The Sub-divisions formed will be given a running serial number (starting from 1) in column (1). The numbering of the Sub-divisions will be same as in case SUs in villages/UFS blocks. The last serial number in this column will be the value of 'D_1' which is to be recorded against 'D_1' below the block heading of 4.3.

2.7.2 Column (2): percentage (%) of population in the Sub-divisions: Approximate present population of the Sub-divisions in terms of percentage to selected FSU(Village or UFS block or selected SU wherever it is formed) population will be recorded in column (2) in whole number. Entries in this column should always add up to 100.

2.7.3 Column (3): selected Sub-division: One sub-division will be selected randomly in CAPI module and highlighted here. Listing of households and selection of households for detail canvassing will be done in selected sub-division only. '1' will be recorded against the selected Sub-division in this column. *The row corresponding to the selected Sub-divisionshaving number corresponding to entry '1' in column (3) needs to be highlighted.*

2.8 Block 5: list of households and record of selection of households for Schedules Household Surveys

2.8.0.1 In this block, various information is to be recorded for selected SU/Sub-divisions of SU.

2.8.0.2 Listing of all the houses and households along with collection of a few particulars for identification, preparation of sampling frame for Schedule Tourism Survey 2025 and Travel Survey 2025 and formation of second stage strata for Schedule Tourism Survey 2025 is to be carried out in this block.

2.8.0.3 It is essential to ensure that there is no omission or duplication of any house or household. A house-to-house enquiry will be made to list all the houses and households. *Households, which are found to be locked at the time of listing (including such households which are absent in the present place for a period of less than six months during last one year) are also to be listed and included in the frame of households before sample selection*. After obtaining from the neighbours as much details as possible about the absentee households, attempt should be made to contact the households at the appropriate hours (even outside the normal working

hours of the JSO/SE) and if required, by revisiting the households during the survey period in the sample FSU. While listing a house the JSO/SEshall find out how many households (including locked households) reside there and list all of them. After this, the JSO/SEwill proceed to list the next house. In order to ensure complete listing of houses/ households, it is better to follow some definite order for listing. The order followed in 2011 Population Census may be adopted, wherever possible, taking care that any house that has come up later is not omitted; otherwise, listing may be done in serpentine manner starting from the north-west corner and moving southwards.

Various columns of Block 5 are described below:

2.8.1 Column (0): serial number of row: The serial numbers of rows are printed in column (0) of Block 5, for each page of the block. This is to facilitate transfer some entries from block 5 to block 5A.

2.8.2Column (1): house number: All houses including vacant ones shall be listed by giving a house number. The 2011 Population Census house number or the number given by the local panchayat, municipality or other local bodies, may be used if available. The houses without such numbers will be given a separate running serial number starting from 1 within brackets. Wherever house numbers are available, even if not for all the houses, the actual house numbers shall be recorded without any bracket. After listing all the households associated with a house, the next house shall be listed. If the house is used solely for non-residential purposes or is vacant, the purpose to which it is put will be written across the line, e.g. temple, vacant structure, etc. For family living under a tree or bridge etc. (i.e. without any house), a '–' may be put in this column.

2.8.3Column (2): household serial number: The household(s) normally residing in the house or in a fixed location (e.g. under a tree/ bridge/ open space etc.) listed in column (1) will be numbered in column (2). All households (including those found temporarily absent) will be given a running serial number in this column starting from 1. In case of persons staying in, say, hostels and forming single member households, each of them will be listed in separate lines giving a household serial number. Continuous serial number starting from 1 will be given in column (2) for the households in the FSU. This column will be left blank for the lines meant for vacant houses, non-residential buildings, etc.
For identification of residential houses, a question is placed in the questionnaire (Column 2.1), in which if the household respond that the house is not used only for non-residential purpose, (for each value '2' corresponding to Column 2.1), distinct household serial number will be given.

2.8.4Column (3): name of head of the household: For a household having serial number in column (2), the name of head of the household shall be recorded here.

2.8.5 Column (4): household size: The size of each household will be recorded in this column. Two small box spaces are provided against this column at the end of each page to record the current page total for this column and the cumulative total for the pages.

2.8.6 Column (5): Usual Monthly Consumption expenditure of the household: The investigator has to record the usual monthly consumption expenditure of the household in the column.The value will be recorded in INR.

2.8.6.1. In the case of a locked household, efforts should be made to contact a member of the household during appropriate hours, including outside the normal working hours of the JSO/SE, to obtain the required information. If the SE is unable to reach the household, it is suggested to consult the neighbouring households or other individuals in the locality who may have the information. If, despite these efforts, the SE is still unable to obtain information related to the Usual Monthly Consumption Expenditure (UMCE) of the household, it is recommended that the SE/JSO use their discretion to determine whether the household should be classified as a 'relatively higher expenditure' household or 'lower expenditure' household. This assessment can be made based on available supplementary information, such as structure and condition of the house or locality in which the household resides or possession of assets like a car or land etc. SE may consult with the neighbour to obtain relevant supplementary information.

Working Rule – If, based on the SE's judgment, the locked household is classified as part of the 'relatively higher income' group, the value '9999999' (Seven Nine) should be entered. Otherwise, the value '9' should be recorded in the Usual Monthly Consumption Expenditure (column 5 of Block 5). In these cases, it is mandatory to include remarks in Block 5. Also, the name of the head of the household (column 3 of block 5) may be written in following way – 'UTTAM ROY (Locked HH)' – if the name of the locked household member if know to the SE or write 'Locked HH'.

2.8.6.1 Column (6):U MPCE (Rs.): It is a derived column. Here, the usual monthly per capita consumption expenditure of the household will be recorded in this column in rupees in whole numbers. The figure will be derived by dividing household's usual monthly consumption expenditure (column 5) by the household size (column 4) and rounding it off to the nearest whole number.

2.8.6.1 Column (7):U MPCE code: The cutoff value (A) for each State × Sector level will be based on the 60th percentile of the corresponding distribution of MPCE, derived from the latest HCES, i.e., HCES:2023-24, with inflation adjustments made using the Consumer Price Index (CPI) – General Index. For entry in column (7), UMPCE of the households in column (6) may be compared with the values of 'A'. The households with UMPCE > 'A' will be given code 1 in column (7). Otherwise, code '2' will be recorded in column (7).

2.8.7 Column (8): any household member completed domestic overnight trip during last 365 days for medical/ holidaying/ shopping/ pilgrimage purpose? (yes-1, no-2)

From each household, first it will be ascertained if any household member has performed any domestic overnight trip during the last 365 days for medical or holidaying or shopping or pilgrimage purpose. Chapter three may be referred to for definition of 'trip' and 'overnight trip'. If the reply is in the affirmative, code 1 will be given in this column, otherwise code 2 will be recorded. For locked household, investigator will try to collect this information telephonically or from neighbouror other individuals in the localitywho may have the information.

2.8.7 Column (9): for 2 in col. 8, any household member completed any other domestic overnight trip during last 30 days? (yes-1, no-2) If code 2 is given in col. 8, check whether any member of the household have completed any domestic overnight trip during last 30 days due to any reason (except for medical, holidaying, shopping, religious and pilgrimage), if yes then code 1, else code 2 will be given.For locked household, investigator will try to collect this information telephonically or from neighbouror other individuals in the localitywho may have the information.

2.8.8. Column (10): SSS no. for Schedule Tourism Survey: The SSS formation for Schedule Tourism Survey will be based on the entry in column (7), column (8)and column (9) of Block 5 for both rural and urban samples. The following table needs to be followed while allotting SSS no. to a particular household

Criteria	SSS no. in col. (10)
Entry in col. (7) is '1' and Entry in col. (8) is '1'	1
Entry in col. (7) is '2' and Entry in col. (8) is '1'	2
Entry in col. (7) is '1' and Entry in col. (8) is '2' and Entry in col. (9) is '1'	3
Entry in col. (7) is '2' and Entry in col. (8) is '2' and Entry in col. (9) is '1'	4
Entry in col. (7) is '1' or '2' and Entry in col. (8) is '2' and Entry in col. (9) is '2'	5

2.8.9 Column (11-15): sampling serial no (Tourism Survey): For Schedule Tourism Survey, five Second Stage Strata (SSS) will be formed. Columns (11), (12), (13), (14) and (15) will provide the sampling frame of households for SSS 1, 2, 3, 4 and 5 respectively.Column 11,

12, 13, 14and 15will be automatically generated in CAPI as per entry in Column 10 of block 5 for central sample. Each household will be tick-marked (✓) in one and only one of these columns for State sample.

The households with code 1, 2, 3, 4 and 5in column (10) will be tick-marked in column (11), column (12), column (13), column (14)and column (15) respectively. Then all the tick-marks will be given a running serial number from the top starting with 1 in each column independently. Columns (11), (12), (13), (14) and (15) will provide the sampling serial numbers for SSS1, SSS2, SSS3, SSS4and SSS5respectively.The highest serial number in each of these columns will be the value of 'H' for the respective SSS for the schedule. This value will be recorded against 'H' in the space provided in the column heading.
In the CAPI module, sampling serial number will be assigned in each and every residential household as per SSS number of the household entered in column 10 of Block 5.

2.8.10 Column (16-20):sample household number (Tourism Survey) for SSS1/SSS2/SSS3/SSS4/SSS5: The number of households to be selected from each SSS of Tourism Survey is given under sample design in Chapter One. Twohouseholds will be selected from each of the SSSforTourism Surveywithin each selected FSU. However, it may be necessary to modify this number if there is a shortfall in the number of households in any SSS. The final number of sample households will be the value of 'h' for respective SSS. These values will be recorded against 'h' in the space provided in the column headings.

Sample households are to be selected by SRSWOR from each SSS. **For central sample, required number of households needs to be surveyed in each second stage strata (SSS) of Tourism Survey will be selected automatically in CAPI.** For selecting the sample households for State Sample of any particular SSS by SRSWOR, the following procedure will be followed: Suppose 'H' denotes the total number of households in the frame of SSS 1 [i.e. the highest entry in column (11) of Block 5] and 'h' the number of households to be selected. If H = h, all the households will be selected, and no random number needs to be drawn. If H > h, first draw a random number, say R_1, between 1 and H. Next, draw another random number, say, R_2, also between 1 and H. If $R_2 = R_1$, then reject R_2 and draw a fresh unit. Continue this way till requisite number of distinct R's [i.e., R_1, R_2, …, R_h] have been drawn. Then the households with sampling serial numbers R_1, R_2, …, R_h in column (11) will be the selected households and be given sample household numbers as 1, 2, …, h in column (16). Similarly, households will be selected for SSS 2 by using sampling serial numbers of column (12) and sample household numbers will be given in columns (17) respectively. Households from SSS 3 will be selected using similar sampling design from column (13) and sample household numbers will be given in column (18). In similar way, for SSS 3, households will be selected by using sampling serial numbers of column (14) and sample household numbers will be given in columns (19). Finally, the households for SSS 5 will be selectedby using sampling serial numbers of column (15) and sample household numbers

will be given in columns (20). Encircle the sampling serial numbers in columns (11)/ (12)/(13)/ (14) / (15) for the selected households.

2.9 Block 5A: selection of households for Schedule Travel Survey

2.9.0. In this block, some information will be copied from Block 5. Formation of SSS and record of selection of households will be done for Schedule NHTS 2025. For the columns of Block 5A entries may be copied only for those households which have running serial numbers in column (2) of Block 5.

Various columns of Block 5A are described below:

2.9.1. Columns (0) and (2): Entries for thesecolumns will be auto populated from the columns (0) and (2) of Block 5 for every page. Copying may be started from first household serial number in the relevant page of Block 5 and continuing without omission or duplication in the corresponding page of Block 5A. Care must be taken to copy the entries correctly.

2.9.2. SSS numberfor Schedule NHTS 2025– There will be no SSS formation for Schedule NHTS 2025 module.

The highest serial number in the column (2) will be the value of 'H' for the schedule. This value will be recorded against 'H' in the space provided in the column heading.

2.9.3. Columns (21): Schedule NHTS 2025 – sampling serial number: For Schedule NHTS2025, there will be no Second Stage Strata (SSS). The number of households to be selected is given under sample design in Chapter One. However, it may be necessary to modify this number if there is a shortfall in any of the SSS. The final number of sample households, after compensation, will be the value of 'h'. These values will be recorded against 'h' in the space provided in the column heading.

Sample households are to be selected by SRSWOR. For central sample, required number of households needs to be surveyed will be selected automatically in CAPI.For selecting the sample households for State Sample of any particular SSS by SRSWOR, the following procedure will be followed: Suppose 'H' denotes the total number of households in the frame [i.e. the highest entry in column (21) of Block 5A] and 'h' the number of households to be selected. If H = h, all the households will be selected and no random number needs to be drawn. If H > h, first draw a random number, say R_1, between 1 and H. Next, draw another random number, say, R_2, also between 1 and H. If $R_2 = R_1$, then reject R_2 and draw a fresh unit. Continue this way till requisite number of distinct R's [i.e., R_1, R_2, …, R_h] have been drawn. Then the households with sampling serial numbers R_1, R_2, …, R_h in column (21) will be the selected households and be given sample

household numbers as 1, 2, …, h in column (22).Encircle the sampling serial numbers in columns (21) for the selected households.

If the sample household is found to have been already selected for Schedule Tourism Survey, it will be *replaced* by the next non-selected household in the frame. The household selected after replacement will be treated as an originally selected household. The sampling serial number of this household will be encircled twice. However, if the number of households is inadequate and *replacement* is not possible, same households may be selected for both the schedules. In such cases both schedules will be canvassed in the same household.

2.10Shortfall and compensation for SchedulesTourism Survey:

Five SSS have been formed for Tourism Survey. Allocation of sample households for each SSS has been discussed in Chapter One. However, there may be a situation where number of households in the frame of an SSS is less than the required allocation leading to a shortfall.

The procedure of compensation is to be implemented by following the steps described below:

Step 1: Allocate the required number of households to each SSS wherever possible and identify the SSS having shortfall.

Step 2: Find the SSS where additional households are available following the priority order given as follows and compensate.

SSS having shortfall		**priority order of SSS for compensation**
Schedule: 21.1		
SSS Description	**SSS Number**	
households having at least one member who completed overnight trip during last 365 daysfor medical/ holidaying/ shopping purpose and UMPCE > A	1	2, 3, 4, 5
households having at least one member who completed overnight trip during last 365 daysfor medical/ holidaying/ shopping purpose and UMPCE ≤ A	2	1, 4, 3, 5
Out of remaining households, households having atleastonememberwhocompletedanyother overnight trip during last 30 days and UMPCE > A	3	4, 1, 2, 5
Out of the remaining households, households having at leastonememberwhocompletedanyother overnighttrip during last 30 days and UMPCE ≤ A	4	3, 2, 1, 5
other households	5	1, 2, 3, 4

Find the SSS where additional households are available as per the above priority order of SSS and compensate. The step may be repeated for all SSS having shortfall after Step 1.

The resulting number of households (h) for each SSS will be entered at the top of relevant column(s) of Block 5and also in column (5) against the relevant SSS number of Block 6 of Schedule 0.0.

Example 1: Compensation of shortfall for Schedule Tourism Survey

SSS	no. of households to be surveyed	**H**	Step 1	Step 2	**h**
1	2	**12**	2	1+1	**4**
2	2	**32**	2		**2**
3	2	**4**	2	1	**3**
4	2	**1**	1*(1)	C (SSS 3)	**1**
5	2	**0**	0*(2)	C (SSS 1, SSS1)	**0**
total	*10*	***49***	*7*	*3*	***10***
shortfall			3	0	×

***** indicates the SSS having shortfall (the number of shortfall);

C – indicates compensation made (SSS from which compensation is made)

2.11 Block 6: particulars of sampling of households

2.11.0 Particulars of sampling of households will be recorded in this block for selected FSU for different schedules.

All the requisite information pertaining to this block will be auto populated in CAPI for central sample.

2.11.1 Column (2): population: Population as obtained by summing up the page totals of household sizes in column (4) of Block 5 over all the listed households may be autopopulated in this column against Schedule Tourism Survey for both rural and urban samples.

2.11.2 Columns (4) – (9): number of households: Total number of households listed in the each SSS for scheduleTourism Survey andTravel Surveywill be recorded in the corresponding cells of column (4). Number of selected households will be copied in column (5) for Schedules Tourism Survey and Travel Survey from the relevant columns of Blocks of 5 and 5A respectively.

Columns (6), (7) and (9) of Block 6 may be filled up on the basis of survey codes given in Block 1 of both Schedules Tourism Survey and Travel Survey. The entries in columns (6), (7) & (9) will be the number of filled-in schedules with the survey codes 1, 2 & 3 for respective schedule and SSS. Total number households surveyed will be entered in column (8). It may be seen that -

column (8) = column (6) + column (7) and (ii) column (9) = column (5) - column (8).

Entry against 'all (9)' will be sum of entries in SSS 1 – 5 for ScheduleTourism Survey.

2.11.3 Column (10): number of households replaced: Total number of households replaced for Schedule Travel Survey (being already selected for Schedule Tourism Survey) will be reported against the rows (all '9') for Schedule Travel Survey. Entries will be the number of double circles in columns (21) and (22) of Block 5A.

2.12 Block 7: remarks by investigators (JSO/FI):

The Junior Statistical Officer (JSO)/ Field Investigator (FI) may give remarks here on any abnormal situation or entry in the schedule.

2.13 Block 8: comments by supervisory officer(s):

The supervising officer inspecting the work relating to this schedule may give comments here.

2.14 Substitution of sample households:

If a sample household of a particular schedule cannot be surveyed due to some reason or the other, it will be substituted by the next non-selected household, i.e. the one which has not already been selected for any other schedule, having higher sampling serial number of the same SSS. The substitute for the one having last sampling serial number of an SSS will be the one having smallest sampling serial number within the same SSS. If the substituted household becomes a casualty, it will be substituted by another in the same manner. This process will continue till required number of sample households is available in a sample FSU (or SSS wherever applicable).

It is to be noted that in the case of a substitution of a household, the word "SUBSTITUTED" should be written at the top of the front page of schedule.

2.15 Substitution of sample FSU:

(a) If a sample FSU cannot be surveyed due to say, it being not uniquely identifiable or traceable, not accessible or for any other reason, it will be substituted. All such cases will be referred to:

The Deputy Director General (Co-ordination), Household Survey Division,
NSO, Ministry of Statistics and Programme Implementation
Mahalanobis Bhawan, 164, Gopal Lal Tagore Road,
Kolkata- 700108
e-mail address: tc.sdrd-mospi@gov.in
fax: 033-25776439

If the substituted FSU has same problem as the original, correspondences may be made immediately so that another substitute can be provided to prevent stratum/sub-stratum from being void. In case no substitute FSU could be surveyed even with best efforts [i.e. code 7 in item 16, Block 1], a blank Schedule 0.0 will be submitted with only Blocks 0, 1, 2, 7 and 8 filled in. The word 'CASUALTY' is to be written at the top of the front page of the schedule in such cases.

All efforts must be made to ensure that at least one FSU is always surveyed from each stratum/ sub-stratum so as to prevent occurrences of void strata.

(b) If a sample FSU is found to be depopulated at the time of survey, or its population has shifted elsewhere due to some natural calamity, or it is treated as a "zero-case", it will not be substituted. It will be treated as a valid sample and blank Schedule 0.0 with only Blocks 0, 1, 2, 7 and 8 filled in will be submitted in such cases. The word 'UNINHABITED' or 'ZERO CASE', as appropriate will be written on the top of the front page of the schedule in such cases. However, in Arunachal Pradesh and possibly elsewhere also in the hill tracts of North Eastern States where, for example, jhum cultivation is prevalent, whole village may shift from place to place. In such cases the sample village will be surveyed in the place where it is currently located and not treated as uninhabited if found absent in its original location.

(c) If a village in which thesample FSU is situated is found to have been declared as urban (as a town by itself or as merged in another town) either by State Govt. notification or by census authorities after Census 2011 and if it is covered in the urban frame used for selection of FSUs, it will be treated as a zero case and the procedure given in the previous para will be followed in this case. However, if it is not included in the urban frame, it is to be surveyed as per the rural programme. If the boundaries of the original village are not identifiable, it may be substituted. If only a part of the village has been merged in the town, the remaining part will be surveyed as per rural programme even in this situation. *It is suggested* to write to the Technical Coordination, HSD before treating any sample as a zero case.

(d) *It isimportant* to note that a listing schedule has to be submitted for every sample FSU irrespective of whether it is surveyed/ substituted (including uninhabited and zero cases) or a casualty.

2.16Selection of more than one SU from same village/UFS block:

If more than one SU belonging to a particular village/UFS block is selected as sample, each of them will be treated as an independent sample.

2.16.1 If more than one SU is selected from same village/UFS block *in same sub-round*, formation of SUsmay be done when listing schedule for the first of the sample FSUs of the village/UFS block is filled-in. That is, *Block 3, 4.1, 4.2 and 4.3 may be filled-in for the first instance and when any other SU is selected from the same village/UFS block, information may be copied from Blocks 3, 4.1, 4.2 and 4.3 of the previously filled-in the listing schedule*.

2.16.2 If, however, the SUs are canvassed in different sub-rounds, they are to be surveyed just like a new sample with fresh SU formation, listingand sample selection.

FREQUENTLY ASKED QUESTIONS AND THEIR REPLIES

Schedule 0.0: List of Households

Sl.	block	Item	col.	query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
1.	Concepts, Definitions			How to treat a census village for this survey, if the village is urbanized after census 2011?	If the urbanised village is not yet included in the urban frame survey (UFS), it should be surveyed as a rural FSU.
2.	Concepts, Definitions			A whole village is to be listed, and census 2011 listing order is unavailable. In this situation, if it is difficult to find out the starting house for listing, can the listing be started from northwest corner of the village?	Yes, first we will try our best to follow census 2011 listing order. If the census order is not available, listing may be done in serpentine manner starting from north-west corner and moving southwards.
3.	Concepts, Definitions			When a sample FSU needs to be substituted?	If a sample FSU cannot be surveyed because of not being uniquely identifiable or traceable or not accessible or for any other reason, it will be substituted.
4.	Concepts, Definitions			What are the criteria of paying guest?	A person will be considered as a paying guest only when he/she stays with the household, takes breakfast and major meals from the household. He/she should also pay a lump sum amount for the expenses.
5.	Concepts, Definitions			If some students living in a hostel and pool their income for expenditure on food and other consumable items, will they constitute a single household?	No, the students will be treated as single member households.
6.	Concepts, Definitions			A person has been visiting his home town which is outside his UPR every week for the last 4 months and he is having his house constructed there. Will it be considered as an overnight trip for the last 30 days if he stays there for one night every time and he is likely to make such visits for a period beyond 6 months?	If the person is likely to make such visits for a period beyond six months, those will not be treated as an overnight trip.

Sl.	block	Item	col.	query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
7.	Concepts, Definitions			A person goes on shopping away from his home in the same town/village and stays there overnight at his relative's house. Whether it will be considered an overnight trip?	No, it will not be an overnight trip as the UPR of the person is in the same town/village.
8.	Concepts, Definitions			A household has undertaken International Holiday Package and completed the trip within 6 months. How this household will be treated?	For stratification purposes, it will not be considered as a domestic trip.
9.	Concepts, Definitions			A person starts a trip ten days before last 365 days and the trip ends after first 5 days of last 365 days. Whether it is to be considered a trip? What will be the duration of such trip?	Yes, it will be considered a trip of duration 15 days.
10.	Concepts, Definitions			If a household member has been picked up from his house and held at a police station beyond his UPR for 2 days and returned home, whether it will be treated as overnight trip?	In this case, no overnight trip will be considered for this household member.
11.	Concepts, Definitions			A person left his UPR for holidaying and while returning back to the village met with an accident. He was immediately admitted to a hospital in his UPR. Will this be treated as a round trip?	This will be treated as a trip since returning back to the town/village (i.e. UPR) is criteria for deciding a round trip.
12.	Concepts, Definitions			A person visits his parental house every alternate day and stays there overnight. The person is doing this for the last three months and is likely to continue it for over a period of six months. Whether it will be considered an overnight trip?	No, it will not be considered an overnight trip.
13.	Concepts, Definitions			Whether any overnight journey for construction of residence outside UPR will be considered as domestic overnight trip?	Yes, provided it fulfils other criteria of domestic overnight trip.
14.	Concepts, Definitions			A household member visits a religious place on LTC. Is the purpose of trip	The informant may be asked about the leading purpose of the trip and

Sl.	block	Item	col.	query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				holidaying or pilgrimage?	accordingly trip type will be decided.
15.	5		4	Will the deceased member of a family be counted in the household size?	No.
16.	5	all	1	A household is living under a tent. Whether house number is to be assigned to this household structure?	A '–' may be put.
17.	5	-	2	A truck driver stays away from home for more than six months continuously or otherwise during the reference year. Will he be listed as a normal household member?	No, he will not be listed.
18.	5	-	4	A family member is a student and has been residing in a students' hostel for the past one year. While recording the household size, whether this member is to be considered?	No. The student will be listed as single member household in the students' hostel where he is presently residing.
19.	5	-	4	Five single-member households are staying with a family which provides them with food and accommodation. Whether the five members will be listed as single-member household, or will they be clubbed with the family as paying guest?	They will be treated as paying guests of the family and will be listed as members of the household with which they are staying as paying guests. However, if the situation is more like a mess or hostel, then each member may be treated as single member household. It may be noted that a person will not be considered as a paying guest unless he/she takes breakfast and major meals from the household.
20.	5	-	4	What entry will be provided in household size in case of locked households?	Information may be collected from the member of the household vide phone call or from the neighbors or any other person in the locality.
21.	5	-	4	Will a new-born baby be considered for determining household size?	Yes. The new-born baby will be considered as a member of that household in which the mother is a

Sl.	block	Item	col.	query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
					usual member.
22.	5	-	8/9	During her last vacation, a working lady, along with her two children, visited Bangalore where her husband is working. Will this trip be considered for holidaying purpose?	The informant may be asked about her purpose of visitto Bangalore. Entry in col. (8) or (9) will be made accordingly.
23.	5	-	8/9	A person travelled by air from Mumbai to Delhi at 6 am and returned back to Mumbai around 5 pm. Whether this trip will be considered as overnight trip?	In this case it will not be considered as an overnight trip since duration of stay outside the UPR did not include 12 midnight to 5 a.m.
24.	5	-	8	Which code is to be given if a household member accompanied a patient (who is not a member of the household) to a hospital and satisfy conditions of overnight trip?	Code 2 will be recorded.
25.	5	-	8	A household member who lives in Rishikesh and spent 2 months in Kedarnath on official deputation and came back. Will it be treated as a trip?	Yes. It will be considered as an overnight trip.
26.	5	-	8	A household during listing reported that they have come here a month ago and will stay at this place for 2 years. They also reported an overnight trip 3 months ago from their previous UPR. Will this be treated as a trip?	Yes, it will be treated as overnight trip provided it satisfies all other criteria of domestic overnight trip.
27.	5	-	8	A man and his son had gone to Delhi where the son met with an accident. Hearing this, the mother went to Delhi to see her son. Will the trip of the mother be an overnight trip for medical purpose, provided the other criteria are fulfilled?	This trip may not be considered for medical purpose in col. (9). However, the trip will be treated as an overnight trip in col. (10) if it was performed during last 30 days.
28.	5	-	8	A household member who is a teacher by profession accompanied his students on a trip. Since the household member's trip is part of his duty, will this be considered for affirmative	Yes, this can be considered as a trip if the trips are not repeated frequently as mentioned in the definition of domestic overnight trip.

Sl.	block	Item	col.	query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				coding in this column?	
29.	5	-	8	Is it necessary to ascertain during listing, the leading purpose for the trip when any household member performed any overnight trip for medical/holidaying/shopping?	Yes. If a household member performed any overnight trip with leading purpose of medical/ holidaying/ shopping then only, it will be considered; otherwise it will not be considered as overnight trip in col. (8).
30.	5	-	8	A lady is staying away from her UPR because of child birth in hospital. Can it be treated as overnight trip for medical purpose?	Yes, it will be considered as an overnight trip for medical purpose provided the hospital is outside her UPR.
31.	5	-	8	Within the reference period, one household member gets transferred from Mumbai to Kolkata and is again transferred back to Mumbai after a short period of stay in Kolkata. Whether such movements will be considered as overnight trip?	No, this will not be considered as overnight trip for the purpose of our survey.
32.	5	-	8	A member of the household has gone to another city for attending a marriage function. He stayed there for 14 hours approximately. Whether this trip will be considered as overnight trip?	Unless the duration of the trip includes 12 midnight to 5 a.m. in two consecutive calendar days, it will not be treated as overnight trip.
33.	5	-	8	A shopkeeper had been offered a gift in form of free trip to Goa in lieu of bumper sale of a product of a company. What will be the purpose of such trip?	The informant needs to be asked about the leading purpose of the trip and accordingly code 1 or 2 may be given in col. (8) and col. (9).
34.	5	-	8	A mentally retarded person has left his home. After few days his brother searched and found the retarded person out of UPR and brought his brother back home. What are the purposes of the trips performed by the retarded person and	For brother the purpose of trip is 'others' whereas for the retarded person the movement/journey is not to be considered trip as there is no destination and no purpose. Similarly the movements of persons being kidnapped or flooded away may not be considered to report.

Sl.	block	Item	col.	query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				his brother?	
35.	5	-	8	While listing of households, different members may have different purposes of overnight trips. Whether code 1 will be recorded in this column for leading purpose of the journey or simply a member having trip for medical/holidaying/shopping purpose will be considered?	Leading purpose of the trip will be considered here.
36.	5	-	8	A household member went to a relative's place for marriage. After staying there for 4 days the person fell ill and was admitted to hospital for 2 days. Whether this will be treated as overnight medical trip in col. (8)?	The purpose before undertaking the trip was social. So, even with the hospitalization of the member this will be treated as social trip.
37.	5	-	9	A person has been asked to report to the police station (outside UPR) once in 15 days. Whether this will be treated as an overnight trip?	It will be considered as an overnight trip provided it fulfils all criteria of overnight trip.
38.	5	-	9	A household member who is a singer performs trips for his stage performances to different places not regularly. Whether this can be considered as a trip?	Since he performs at different places at different time periods, all will qualify as trips, provided the required conditions of overnight trip are satisfied.

Chapter Three

Schedule 21.1: DOMESTIC TOURISM EXPENDITURE

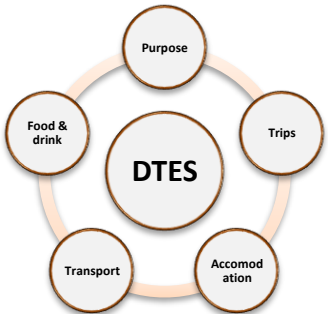
3.0. Introduction

3.0.0. National Sample Survey (NSS) captured a few aspects of domestic tourism in 43rd round (July 1987 – June 1988). Subsequently, in the 54th round (January – June 1998) of NSS some information on particulars of tours involving overnight stay performed by household members were collected. A comprehensive survey on *Domestic Tourism* was first conducted during 65th round (July 2008 - June 2009). Latest in 72nd round (July 2014 - June 2015), *Domestic Tourism Expenditure Survey* was conducted to collect the data on different aspects of overnight trips and same day trips. The data collected through *Domestic Tourism Expenditure Survey* is indispensable input for preparation of Tourism Satellite Account(TSA) of India, which is a pivotal instrument for comprehensive understanding of the economic importance of tourism. Ministry of Tourism used data of Domestic Tourism Surveys conducted by NSS during 65th (2008-09) and 72nd (2014-15) rounds extensively to obtain necessary inputs for deriving second and third Tourism Satellite Accounts (TSA), respectively.

NSS 65th Round	NSS 72nd Round
• July 2008 -June 2009	• July 2014 - June 2015
• Household Survey	• Household Survey
• Input for second TSA	• Input for third TSA

Thereafter, an attempt was also made in 78th round (January – December 2020) to carry out a *Domestic Tourism Expenditure Survey*, but due to COVID pandemic the survey was discontinued, keeping in view that pandemic would affect adversely the entire tourism ecology.

3.0.1. NSS, as part of its 80th round, will conduct a survey on Domestic Tourism Expenditure. The survey period of the 80th round will be from July 2025 to June, 2026.



3.0.2. **Objective of the survey:** In NSS Domestic Tourism Expenditure Survey, in addition to the details of tourism expenditure, information is collected on different aspects like purpose of the trip, mode of transport, accommodation used during the trip, final destination within the country, use of various tourism specific products and services for the trip, etc. This will help the Ministry of Tourism(MoT) to prepare next Tourism Satellite Account(TSA). Also, the information generated from this survey is a valuable source of input for further policy research and for formulation of sector specific policies and programmes for creation and development of infrastructure, tour packages, etc.

3.0.3. Domestic Tourism Expenditure Survey of NSS 80th round is designed to collect detailed information on expenditure on domestic tourism along with some information on household characteristics, demographic particulars of the household members, purposes of the trips, visitor characteristics and trip characteristics in relation to domestic overnight trips, required for preparation of Tourism Satellite Account (TSA) which will be done by the Ministry of Tourism (MoT). In addition, some important information on trips and expenditure in connection with domestic same-day trips and information on different services of tour availed by the domestic tourists will also be collected in this survey. MoT also provides the travel and tourism data to UNWTO to generate Travel & Tourism Development Index (TTDI) which is a biennial publication. Few of such data points are generated from this survey.

3.1. Key Definitions

Some key definitions to be followed in the Domestic Tourism Expenditure Survey are as below:

3.1.0. Travel: In general, travel is understood as the movement of persons between different geographic locations specifically different geographical administrative areas (like different villages/towns/cities), for any purpose and any duration. Those who travel are referred to as travellers. Travel can occur within a country (domestic travel) or involve more than one country (international travel). Domestic trip (defined later, separately for overnight and same-day) is a subset of domestic travel.

3.1.1. Usual Place of Residence: The usual place of residence (UPR) of a person is the place (village/town) where the person has been staying continuously for at least six months immediately prior to the date of survey. Even if a person was not staying in the village/town continuously for six months immediately prior to the date of survey but is presently staying there with intention to stay there continuously for six months then that place should be taken as his/her UPR.

3.1.2. Usual Environment: The usual environment (UE) of an individual refers to the notional geographical space, including his/her UPR, within which he/she moves more or less regularly and frequently (daily/ every alternate day or at least once in a week repeatedly/ likely to be repeated for more than six months for the same purpose) irrespective of the distance.

The usual environment of an individual includes the place of usual residence of the household to which he/she belongs, his/her own place of work or study and any other place that he/she visits more or less regularly and frequently, even when this place is located far away from his/her place of usual residence or in another locality.

Illustration 1: *The purpose of introducing the concept of usual environment is to exclude the travellers who move regularly between their UPR and place of work or study, or more or less regularly/ frequently /periodically visit places, for instance homes of friends or relatives, shopping centers, religious, health care or any other facilities, between geographical locations irrespective of their distance.*

3.1.3. Domestic Overnight Trip: A domestic overnight trip is one with a main destination within the country of residence of the visitor. It refers to a movement - for a duration of not less than twelve hours (including 12:00 midnight to 5:00 A.M.) in two consecutive calendar days (i.e. crossing midnight or 00:00 hours) and of not more than 180 days - by one or more household members outside their usual environment (which includes the usual place of residence (UPR)) and return to the same UPR (a round trip), irrespective of place of stay during this period.

All the movements of household member by air would constitute an overnight trip, if duration of stay outside the UPR just includes 12:00 midnight to 5:00 a.m. spanning two consecutive calendar dates. Thus, in case of air travel, the minimum 12 hours criterion as well as the condition for excluding 'more or less frequent and regular movement' is not necessary for considering as domestic overnight trip.

The movement should be for any of the following purposes:

- Business
- Holidaying, leisure & recreation
- Social
- Pilgrimage & Religious
- Education and Training
- Health and Medical
- Shopping
- Others

For operational convenience, to determine a trip, duration of movement outside UPR may be taken as the time between going out and returning to residence. It is also to be remembered that trip completed (not started only) during the reference period of last 365 days/last 30 days from the date of survey should be considered. Trips may have been started prior to the reference period too.

The following cases are excluded from the purview of domestic trip:

- Any movement for the purposes of migration or getting employed or setting up of residence in that place.
- Movements between UPR and the place of work or study.

- All movements, made more or less regularly and frequently from the UPR and back (daily/ every alternate day or at least once in a week) for shopping, visiting family, for religious purpose, health and medical care, education and training, etc., repeatedly/likely to be repeated for a period of more than 180 days for the same purpose, should not be considered as trips irrespective of the distance travelled.
- All the trips completed during the reference period by former household members who are currently not a member of that selected household.

Example 1:

Some specific examples of domestic overnight trips are as follows:

i. An individual attended a social function in a relative's house by leaving his / her UPR at 5 p.m. on 27.06.2025 and returned to his / her UPR at 5 a.m. on 28.06.2025. This movement will be considered as overnight trip.
ii. An individual (household member) stays in a mess in Mumbai to attend his office. Every weekend he goes to his home at Pune by Bus, where his family lives. His movements between Pune to Mumbai every weekend will not be considered as overnight trip.
iii. A nurse, living in Delhi, performs her night duty daily in a hospital located at Faridabad. Her movements from Delhi to Faridabad will not be qualified as overnight trip as these are due to her work. But if on a particular day she came from Delhi to Faridabad, to attend a social function and spent night there, then that particular movement will be an overnight trip.
iv. A patient visits health centre far away from his UPR every week for medical treatment continuously for three months. He stays at night in his relative's house near the health centre. These movements will be treated as overnight trips.
v. A pilot operated a flight from Kolkata to Andaman, during which she also took her parents for a leisure trip and returned to Kolkata after 5 days as like before. In this scenario, the journey undertaken by the parents qualifies as an overnight trip for leisure purposes. However, the pilot's travel will not be considered as a trip in this context, as it was carried out within the scope of her regular professional duties and usual working environment.

A trip is uniquely specified by its leading purpose, main destination, number of household members in the trip being together (with variation of up to 3 days). 'Being together' means being in the same town or village for most of the time during the trip and also starting and /or ending trip together. If they did not start and end their trip together, they can either start together but end the trip with a variation of up to 3 days or vice-versa.

In some cases, trips may be reported for which the set of destinations differs slightly from person to person (among household members who undertook the trip). Even in such cases, if the persons

are together for most of the time in the trip, they will be considered to be on the same trip. But if two members of a household spent most of the time away from each other during the period since leaving their residence to returning to their residence, then they will be considered to have been on two different trips even though their starting and returning dates may be the same.

Example 2:

Examples to identify separate trips as follows:

i. A couple goes to pilgrimage and at the time of return journey, wife goes to her mother's house which is not in the same UPR while husband returns to his UPR. After staying 10 days at her mother's house, wife returns. It will be considered as two separate trips for husband and wife, as she returns to her UPR after more than 3 days, since her husband had returned.
ii. A son and his mother residing in Kolkata (their UPR) went to their relatives' residence in Delhi. Within a day, the son went on a trek to Kedarnath. He returned after one week. The mother stayed in Delhi and returned to Kolkata with her son two days after her son's return from the trek. Here the mother and son will be considered to have performed two separate trips because they have not been together for the major part of the period between leaving their UPR and returning back.

3.1.4. Domestic Overnight Tourism: It covers overnight trips by household members within the territory of India, either as a domestic trip or as domestic part of an international trip.

Example 3:

Few Examples of domestic part of international trip are as follows:

i. One person is going abroad. He travels by train and road from Kharagpur to Kolkata and then avails 'Air' from Kolkata to Bangkok. Here domestic component will be his travel from his UPR to Kolkata airport and from Kolkata airport to his UPR.
ii. A family travelled to London from Dharwad district of Bangalore for Holiday trip. They performed journey from Dharwad to Bangalore by road and then Bangalore to Mumbai by 'Air'. From Mumbai they availed onward journey to London by 'Air'. They returned via Delhi to Bangalore by 'Air' and then in his UPR by train. The journey from UPR to Mumbai and Delhi to UPR will be considered in the Domestic Tourism Expenditure Survey.

3.1.5. Domestic Overnight Visitor: A domestic overnight visitor is a person (household member), residing in the country, who performs an overnight trip.

3.1.6. Starting month: The month in which a particular trip has been started from UPR is the starting month of that trip. It may sometimes happen that many members of a household are

travelling together on a trip. In some cases, one member (or more) among those who go on a trip may start later than the rest, due to other engagements. In such cases earliest starting date of that trip by any household member shall be considered to determine the starting month of the trip.

3.1.7. Purpose and Leading Purpose: The *purpose of a trip* of a household member is that purpose but for which he/she would not have undertaken the trip. Whereas the *leading purpose of a trip* is that purpose without which none of the household members in that trip would have undertaken the trip. Leading purpose of a trip should be unique to all the members participating in that trip.

Different purposes and leading purposes of trip under the survey coverage

a) Business: This category includes trips of employees of Government, public or private organisations or of self-employed people, trips for installation of equipment, inspection, purchase and sale for enterprise; for attending conferences, congresses, trade fairs and exhibitions; for delivering lectures or concerts; for participation in professional sport activities, etc.

b) Holidaying, leisure and recreation: This category includes sightseeing, attending sporting and cultural events, non-professional active sports, adventure sports, recreational activities, cultural activities, visiting second home, holidays at beaches and hill stations, summer camps, dining out, visiting spas and other establishments specialized in well-being, fitness except in the context of a medical treatment (in which case the purpose would be health & medical), etc.

c) Social: This category includes visiting friends and relatives, attending marriages / any other family events / other social functions, visiting home town, visits to arrange short-term caring for the baby, sick or old; etc.

d) Pilgrimage & religious activities: This category includes attending various religious meetings and events, and undertaking pilgrimages to different places of worship or holy places.

e) Education and training: This category includes trips to join short-term residential educational courses, education and research programmes, acquiring specific skills through formal on-the-job training including paid study, etc.

The trip of a professional academician (e.g. college lecturer/school teacher) for acquiring a certain academic qualification would come under this category. However, if his trip primarily involves delivering academic lectures then the purpose of his trip should be reported not as education and training but as business.

f) Health and Medical: This category includes trips to spa, fitness and health resorts, treatments and cures, ayurvedic and other health resorts of traditional medicines, etc., for getting medical treatment.

g) Shopping: This category includes purchasing of consumer goods for own personal use or as gifts but not for resale or for productive purposes (in which case the purpose would be business).

Example 4:

A household member visited a big city every week for a month from his village (UPR) for shopping for his daughter's marriage. He spent night somewhere in the city on each occasion. Each of these movements will be an overnight trip with leading purpose 'shopping'.

h) Others: This category includes purposes which are not indicated elsewhere but are within the coverage of this survey.

Example 5:

i. Making a trip to render some social service, such as attending a blood donation camp to donate blood or for relief camps after natural calamities etc. will come under the purpose 'others'.
ii. A person (member of sample household) accompanied a patient (not a household member) to Vellore from Kolkata and stayed for 3 nights. This will be an overnight trip with purpose 'others' for the person who was accompanying the patient.

Example 6:

Example showing difference between leading purpose of the trip and purpose of trip as below:

A person is going to Benaras from Delhi for an official trip. His wife is also accompanying him to visit the holy city Benaras on pilgrimage. Here leading purpose of this trip will be business and purpose of trip for husband will be 'business' and that for his wife will be 'pilgrimage & religious'.

3.1.8. Main Destination: The *main destination* of a trip is defined as the place, visiting of which is central to the decision to undertake the trip. However, if no such place can be identified by the informant, the main destination is to be defined as the place where the visitors spent most of their

time during the trip. If the visitors spent the same amount of time in two or more places during the trip, then the main destination is defined as the one among these places that is the farthest from the usual place of residence of the visitors.

Example 7:

A family went for "Char Dham Yatra" located in northern, eastern, southern and western region of India. They stayed 3 days each at three different places and 4 days in another place. The place where they stayed for 4 days will be treated as the main destination. If they stayed 3 days in all the places then main destination will be the place which is farthest from their UPR.

3.1.9. Type of trip: A trip could be of two types: package and non-package. The term package trip, to be used in the survey, is described below.

Package Trip: A package trip consists of a "tourism product" provided by a tour-operator which elaborates it and sells it directly or through travel agencies. Within a package trip, travellers receive a combination of products associated with a trip, which are made of more than one of the tourism services such as *Transportation services, accommodation services, food serving services, sightseeing services, entertainment services, etc.* and other goods and services.

The components of a package trip might be pre-established or tailor-made, in which case, the visitor chooses a combination of services he / she wishes to acquire from a pre-established list of such services. If such a package is availed of for the major part of time in a trip, such a trip should be considered as a package trip.

If the expenditure on more than one chargeable travel services availed for some time during the trip does cover only a minor time of the duration of the trip then such a trip should not be considered as package trip although the trip has a package component. A package trip may have a non-package component in addition to package component, e.g., a visitor may avail himself of accommodation and other services in the package through some tour operator but make some special sight-seeing arrangements in some places of visit in the trip on his own. Similarly, a trip, which is non-package, may also have package component in addition to non-package component.

Example 8:

i. A trip can be either package or non-package but not both simultaneously. Package trip can have package component and non-package component. Similarly, a non-package trip can also have package component and non-package component.
ii. A video coach operator charged for transport and sightseeing along with guide while the tourists have met expenses for food etc. This trip is considered as package trip.
iii. One person went to Delhi and returned by Rajdhani Express after one day. This will not be a package trip though food is included with ticket price.

3.1.10. Mode of travel: *Mode of travel* refers to means of transport used by visitor(s) to travel in a trip. The travel relevant here is the travelling done to cover the distances to the destinations and not joyrides or movement for adventure, as in skiing or boating for pleasure, or walking inside a museum, fort or maze. Visitor(s) may be using one or more means of transport in a trip, such as: on foot, bus, train (railways), ship/boat, air, own transport: motorised (such as, two-wheeler, auto rickshaw, car/jeep, tractor/truck etc.), own transport: non-motorised (e.g. bicycle, rickshaw, animal driven transport etc.), transport equipment, rental (hired transport): motorised (such as, two-wheeler, auto rickshaw, car/jeep, taxi, tractor/truck etc.), transport equipment, rental (hired transport): non-motorised (e.g. bicycle, rickshaw, animal driven transport etc.)

3.1.10.1. Major and minor mode of travel: The means of transport by which maximum distance was travelled will be treated as 'major' *mode of travel* for that trip. In case more than one such mode was there [e.g. train, air] for which equal distance was travelled then entry to be recorded for that means which was more expensive.

The means of transport by which second maximum distance was travelled will be treated as 'minor' *mode of travel* for that trip.

3.1.11. Type of stay: The *type of stay* refers to the accommodation used for stay by visitor(s) in an overnight trip. Accommodation refers to the space, whether paid or unpaid, where the visitor(s) spent some considerable time for spending night, taking rest, spending some leisure time, refreshing oneself, etc. during the trip. It could be hotel, guest house, dharamshala, rented house, friends & relatives, others (carriages / coaches, railway station, ship/boat, waiting rooms, airport lounge etc.). Type of stay may be Commercial or Non-Commercial in nature.

3.1.11.1. Major and minor type of stay: The place where the highest number of nights were spent will be treated as 'major' type of stay. In case more than one such place was there (e.g. hotel, *Dharamshala)* where same number of nights were spent then entry is to be recorded for that type which was more expensive.

The place where second highest number of nights were spent will be treated as 'minor' type of stay.

3.1.12. No. of nights spent outside usual place of residence (including journey): The number of nights spent by the visitor outside his/her usual place of residence from starting of the trip to the completion of the trip, including the nights spent in transit.

3.1.13. Tourism Expenditure: Tourism expenditure shall include expenditure made not just during the trip but also the expenditure related to the trip even if made before or after the trip. It shall include all expenses related to the trip paid or payable by the household. It shall also include expenditure related to the trip, whether directly paid or reimbursed, by some institution like Government or other agencies on behalf of the selected household. All expenditure in connection with the trip except those to be used / intended to be used for productive purposes/enterprises shall

be included. All the expenditure incurred and/ or to be incurred relating to the trip completed by the member (s) of the sample household during the reference period is to be included irrespective of the source of expenditure, i.e. whether the expenditure has been incurred and / or to be incurred by the sample household or not. The total expenditure, irrespective of mode of payment, should be recorded.

The component of tourism expenditure shall be classified as under:

a. Package component
b. Non-package component, which may be further sub-divided as below:
    i. Accommodation
    ii. Food and drink
    iii. Transport
    iv. Recreation, religious, cultural, sporting and health related activities
    v. Shopping
    vi. Others

Expenditure on Tourism will be collected from the household that undertook the trip irrespective of whether the expenditure is paid or payable by them or by some other agency/ household on their behalf.

Tourism expenditure shall include

- Monetary expenditure on goods and services paid or payable by the visitor out of his/her own pocket or reimbursed by some institution like Government or other agencies/individuals or expenses related to the trip directly paid by such institutions/individuals;
- Expenditure incurred on items of high unit values like cars, computers, etc. during a trip if those are used for consumption purpose and not for productive purpose.

Tourism expenditure shall exclude

- The payment of taxes and duties not levied on products (goods and services);
- The purchase of financial and non-financial assets, including land, housing and real estate.
- All transfers of cash or used goods such as donations to charities or to members of other households as these do not correspond to the purchase of consumption goods or services from these charities or individuals. Alms, bribes, cash tips, cash gifts, etc. are also excluded.
- The payment of all classes of interest, including those on expenditures made during and for trips.
- The course fee paid during the educational trips.

3.1.14. Domestic Same-day Trip: A domestic same-day trip is one that does not involve an overnight stay (i.e. duration of more than12 hrs and incl. 12:00 midnight to 05:00 A.M.) but fulfil other conditions of overnight trips, irrespective of the number of hours spent on the trip.

Same-day trip can be either completed on a same calendar date or spread over two consecutive calendar dates with a main destination within the country of residence of the visitor, for any of the following purposes:

- Business
- Holidaying, leisure & recreation
- Social
- Pilgrimage & Religious
- Education and Training
- Health and Medical
- Shopping
- Others

Like in overnight trips, all movements of persons, whose nature of work/job is regular touring outside their UPR to different places, like, mobile hawkers, on-board staff of airlines /ship/ railways or of buses or of hired taxis and other public transports, etc. would not be considered as trips (overnight or same-day). However, movements of medical representatives, sales executives, and many more, who have to travel to different places, other than their main place of work from where they report to their controlling officer/ get salary etc., in relation to their official work/ business, shall be considered as trips.

3.1.15. Domestic Same Day Visitor: A *domestic same-day visitor* is a person (household member), residing in the country, who performs a same-day trip.

Example 9:

i. A person had to go to a doctor's chamber away from his UPR due to some ailment for 15 consecutive days and returned back on the same-day. All these movements will be taken as same-day trip.
ii. A student visited different district for attending a special examination in an educational institute and came back to his UPR on the same day. It will be considered as same day trip.
iii. A person went to attend a marriage party outside his UPR at 7 p.m. He returned back to his home at 1 a.m. on the next calendar date. This movement will be considered for same-day trip.
iv. It may be noted that trips may have started before the reference period but should be completed within the reference period for consideration within the coverage of trip in this survey.

3.1.16. Visitor trip: Certain features of trips, differ not only from trip to trip but, for the same trip, may vary from one participant to another – and therefore were recorded separately during the survey for each trip for each participant. These include mode of travel, place of stay, and even purpose of the visitor (as distinct from leading purpose, which is fixed for a particular trip). These

characteristics are termed visitor-trip characteristics as they may vary with each visitor-trip combination. For visitor trip, there may be two reference periods but visitor's purpose may be any of the eight purposes irrespective of the leading purpose of trip.

3.2 Major Changes from NSS 72nd Round

- Information of leading purpose *'pilgrimage & religious activities'* was collected in NSS 72nd round under block 5.2: *Particulars of overnight trips completed by household members during last 30 days* (duration less than or equal to 180 days). In NSS 80th round *'pilgrimage & religious activities'* will be collected under block 5.1: *Particulars of domestic overnight trips of duration less than or equal to 180 days completed by household members during last 365 days.* Block 6.1 and 6.2 will be accordingly canvassed.
- In NSS 72nd Round *household's usual monthly consumer expenditure (in Rs.)* was collected, whereas in NSS 80th Round *Household's last month's consumption expenditure (in Rs.)* will be collected.
- In this round *Type of stay* has been divided as '*Commercial' and 'Non-Commercial'* type of stay and further codification made for different *Type of stay*. '*Homestay'* has been newly introduced in commercial *Type of stay.*
- Expenditure will be collected separately for *public transport for road journey* and *own road transport.*
- Details of different other services *viz. booked accommodation/ transport/ food etc.* through tour operator or directly again using internet or without using internet will be recorded in NSS 80th Round.
- Information on 'Particulars and expenditure (Rs.) of special domestic trips of duration of more than 180 days but up to 365 days, completed by household members during last 365 days' will not be collected in NSS 80th Round.
- NIC and NCO codes as part of household characteristics and educational level and usual principal activity status of the household members will not be collected in this round.
- In NSS 72nd Round the data was canvassed through paper schedule in field. Whereas, in NSS 80th round the data will be captured in field through CAPI.

3.3. Structure of the schedule

3.3.0. Domestic Tourism Expenditure Survey will collect various information related to tourism activity pursued by domestic tourists, through detailed enquiry. The schedule of enquiry consists of the following blocks:

Block Number	Description of the Block
Block 1	Identification of sample household
Block 2	Particulars of field operations
Block 3	Demographic particulars of all household members
Block 4	Household characteristics
Block 5.1	Particulars of domestic overnight trips of duration less than or equal to 180 days completed by household members during last 365 days (for leading purposes health & medical; holidaying, leisure and recreation; shopping and pilgrimage & religious activities)
Block 5.2	Particulars of domestic overnight trips of duration less than or equal to 180 days completed by household members during last 30 days [for leading purposes business; social (including visiting friends and relatives, attending marriages, etc.); education & training; others]
Block 6.1	Particulars of expenditure (Rs.) for all trips in last 365 days covered in block 5.1
Block 6.2	Particulars of expenditure (Rs.) for all trips in last 30 days covered in block 5.2
Block 7	Particulars and expenditure (Rs.) of domestic same-day trips completed by household members during last 30 days
Block 8	Remarks by Survey Enumerator(SE) / Junior Statistical Officer(JSO)
Block 9	Comments by Survey Supervisor(SS)/ Senior Statistical Officer(SSO)

3.3.1. Modalities of canvassing the Schedule 21.1

Block 1, 2, 3 and 4 will be canvassed for all the selected households if surveyed. Block 5.1 and 5.2 will be canvassed for the member(s) of the selected households, who performed any domestic overnight trip. Blocks 6.1, 6.2 will be canvassed to capture the expenditures for the domestic overnight trips. Block 7 will be canvassed to record the details and expenditure of domestic same day trips, if such trips are performed. Block 5.1 and 6.1 are applicable if at least one domestic overnight trip of duration less than or equal to 180 days was completed by any/some household member(s) during the last 365 days for any of the leading purposes *health & medical; holidaying, leisure & recreation, shopping and pilgrimage & religious activities*. Blocks 5.2 and 6.2 are to be canvassed if at least one domestic overnight trip of duration less than or equal to 180 days was completed by any/some household member(s) during the last 30 days for any of the leading purposes *business; social (including visiting friends and relatives, attending marriages, etc.); education & training; other*. Similarly, Block 7 is applicable if at least one domestic same-day trip was completed by any/some household member(s) during the last 30 days for any of the leading purposes under coverage of the survey.

3.3.2 The detailed description of these blocks and the concepts and definitions for various items in them and the method of recording entries in the schedule against these items, are explained in the subsequent sections.

3.4. [Block 1] Identification of sample household:

3.4.0. This block contains identification particulars of the sample household and the sample village/block to which the sample household belongs. Information on items 1 to 8 and 11 namely, Sector, Type of Sample, State/U.T. Name, District Name, Name of Sub-District/Tehsil/Town, Village Name, Investigator Unit Number/Block Number, Sample Sub-Unit (SU) Number, Serial Number of Sample FSU will be available from the sample list. Information on items 12 to 14 namely, Sample Sub-Division Number, Second Stage Stratum Number, Sample Household Number will be available from the schedule for listing (Sch. 0.0). Item 9 and 10 implies the NSS round number and the schedule number respectively.

3.4.1. **Item 15: survey code**: If the originally selected sample household is surveyed, code 1 will be entered against this item. However, if the originally selected household could not be surveyed for whatever might be the reason, a substituted household will be surveyed and, code 2 will be entered. If neither the originally selected household nor the substituted household could be surveyed, i.e., if the sample household is a casualty, code '3' will be selected. If code is '3' only the Blocks 1, 2, 8 and 9 will be filled in. The survey codes are as follows:

Household	**Codes**
Surveyed	
Original	1
Substitute	2
Casualty	3

3.4.2. **Item 16: reason for substitution of original household**: This item is applicable if the entry against item 15 is either 2 (Substituted) or 3 (Casualty). Otherwise, this item is to be left blank. In case the originally selected sample household could not be surveyed, the reason for not surveying the original household will be recorded against this item, irrespective of whether or not a substituted household could be surveyed. The codes are as follows:

	Codes
Informant busy	1
Members away from home	2
Informant non-cooperative	3
Others	9

3.5. [Block 2] Particulars of field operations:

[*Block 2 may be filled in at the end of the survey*]

3.5.1. **Item 1(a) and 1(b):** The name, code, signature of the Survey Enumerator(SE)/ Junior Statistical Officer(JSO) will be recorded in column 3. The same information for Survey Supervisor(SS)/ Senior Statistical Officer(SSO) will be recorded in column 4.

3.5.2. **Item 2:** Dates of survey/ inspection, receipt, scrutiny, despatch as applicable will be recorded in the relevant columns.

3.5.3. **Item 3:** Total time taken to canvass Sch.21.1 will be recorded in whole number and in minutes.

3.5.4. **Item 4:** Number of Survey Enumerator(SE)/ Junior Statistical Officer(JSO) who canvassed the schedule will be recorded.

3.5.5. **Item 5:** The information will be recorded whether any remarks are made in block 8/9 or elsewhere in the schedule. The applicable codes are *yes-1* and *no-2.*

3.5.6. **Item 6: Name of informant:** Informant is the person from whom the bulk of the information is collected to canvass the schedule. It is always desirable to collect information from one of the household members. In extreme cases, where this cannot be done, information may be collected from a non-household member who is supposed to know the requisite information about the selected household. The name of informant against item 6 will be selected from serial number and name of the household member as listed in Block 3 or an option '*not a household member'* with code '99'.

3.5.7. **Item 7:** Ten-digit mobile number of informant/ any other household member who can be contacted needs to be recorded.

3.5.8. **Item 8:** Landline number if available starting with STD code will be recorded.

3.5.9. **Item 9: Response code of informant:** It is reported according to the degree of co-operation and capability of the informant to provide the required information on the schedule. The response codes may be selected from the following codes:

	Codes
Informant co-operative and capable	1
Informant co-operative but not capable	2
Informant busy	3
Informant reluctant	4
Others	9

3.6. [Block 3] Demographic particulars of all household members

3.6.0. In this block, demographic particulars *viz.* name of the household member, relation to head, gender, age, and marital status of the members of the household will be recorded in each row for each member.

3.6.1. **Col. 1: Serial no. (Sl. no.):** A running continuous serial number will be given in this column for each member of the sample household starting with the head of the household. The other members will be listed in the usual fashion with the spouse of the head and their children following and the non-relatives at the end.

3.6.2. **Col. 2: Name of the household member:** The name of the household members will be recorded in Col. 2 starting with the head of the household followed by spouse of head, married child, spouse of married child, unmarried child, grandchild, father/mother/father-in-law/mother-in-law, brother/sister/brother-in-law/sister-in-law/other relatives, servants/employees/other non-relatives.

Paying guests domestic servants, other relations and non-relations who are normally living together for six months or more or are expected to stay for six months or more and taking food from a common kitchen will be included in members of the selected household.

Temporary stay-aways (i.e., persons whose total period of absence from the household is expected to be less than 6 months) will be included in members of the selected household.

Temporary visitors and guests (expected total period of stay in the household less than 6 months) will not be included in members of the selected household.

3.6.3. **Col. 3: Relation to head (code):** The relationship of each of the members to the head of the household will be recorded against the members listed in codes as follows:

	Codes
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

The first entry of this column will be 1.

3.6.4. **Col. 4: Gender (code):** Gender code of each member is to be recorded with code 1 for male and code 2 for female. Hijras, Eunuchs or transgender are to be treated as "transgender" and in such cases code 3 will be recorded.

3.6.5. **Col. 5: Age:** The age in completed years of all the members listed, will be ascertained and recorded in column (5). For infants below one year of age, '0' will be entered in column (5).

3.6.6. **Col. 6: Marital status (code):** The marital status of each member will be recorded in this column. The codes are as follows:

	Codes
never married	1
currently married (including living together)	2
widowed	3
divorced/separated	4

3.7. [Block 4] Household characteristics

3.7.0. Certain household characteristics, such as, household size, household type, religion, social group, number of overnight trips undertaken by the household during last 365 days for some specific leading purposes, household's last month's consumption expenditure, etc. will be recorded in this block.

3.7.1. **Item 1: Household size:** Definition of 'Household' is given in Chapter One. The size of the sample household i.e., the total number of persons normally residing together (i.e., under the same roof) and taking food from the same kitchen (including temporary stay-aways and excluding

temporary visitors) will be recorded against this item. This number will be the same as the last serial number of the column 1 of Block 3 and will be auto-populated in CAPI.

3.7.2. **Item 2: Household type(code):** The household type is determined on the basis of the income earned by the household from different sources during the 365 days preceding the date of survey (procedure for determining household type in rural and urban areas is given in Chapter One). The household type codes are different for rural and urban areas as follows:

Household type (Rural)	codes
self-employed in agriculture	1
self-employed in non-agriculture	2
regular wage/salary earning in agriculture	3
regular wage/salary earning in non-agriculture	4
casual labour in agriculture	5
casual labour in non- agriculture	6
others	9

Household type (Urban)	codes
self-employed	1
regular wage/salary earning	2
casual labour	3
others	9

Code 9 (others) will be reported against a household, which does not have any income from economic activities *viz.* pensioners, remittance recipients, student, engaged in domestic duties, etc.

3.7.3. **Item 3: Religion (code):** The religion of the household will be recorded. In case different members of the household claim to belong to different religions, then the religion of the head of the household will be considered as the 'religion' of the household. The religion codes are follows:

Religion	codes
Hinduism	1
Islam	2
Christianity	3
Sikhism	4
Jainism	5
Buddhism	6
Zoroastrianism	7
others	9

3.7.4. **Item 4: Social group (code):** Household belongs to the social group *viz.* scheduled tribe, scheduled caste, other backward class or others will be recorded against this item. The codes are as follows:

Social Group	codes
scheduled tribe (ST)	1
scheduled caste (SC)	2
other backward class (OBC)	3
others	9

Those who do not come under any one of the first three social groups mentioned above will be assigned code 9. In case different members belong to different social groups, the one to which the head of the household belongs will be considered as the 'social group' of the household.

3.7.5. Item 5: Whether any domestic overnight trips of duration less than or equal to 180 days was completed by household members during last 365 days for leading purposes health & medical; holidaying, leisure and recreation; shopping and pilgrimage & religious activities?

The information against this question is to be recorded through the codes Yes-1 or No-2.

3.7.6. Item 6: Number of domestic overnight trips of duration less than or equal to 180 days completed by the household during last 365 days for different leading purposes business, social (including visiting friends and relatives, attending marriages, etc.), education & training, Others: Number of domestic overnight trips of duration less than or equal to 180 days completed by the household during last 365 days for the following leading purposes will be recorded, separately:

- Item 6.1: business;
- Item 6.2: social (including visiting friends and relatives, attending marriages, etc.);
- Item 6.3: education & training;
- Item 6.4: others (*excluding trips for leading purposes like holidaying, leisure and recreation; health & medical; shopping; pilgrimage & religious activities, trips to fixed place of study/work, for migrating and getting employed, setting up residence*).

Definition of overnight trips, leading purpose and scope of different leading purposes are given in *Section 3.1*.

Illustration 2: *If a household completed 8 business trips and 5 social trips in last 365 days, then block 4, item 6.1 and item 6.2 will be recorded as 8 and 5 respectively. Out of these trips, if only 2 business trips and 1 social trip are completed in last 30 days then the information of only these 3 trips will be recorded in block 5.2 and 6.2.*

3.7.7. Item 7: Whether any domestic overnight trip of duration less than or equal to 180 days was completed by household members during last 30 days for leading purposes viz. business, social (including visiting friends and relatives, attending marriages, etc.), pilgrimage & religious activities, education & training, others?

The information against this question is to be recorded through the codes Yes-1 or No-2.

3.7.8. Item 8: Whether any domestic same day trip was performed by any member of the household during last 30 days?

The information against this question is to be recorded through the codes Yes-1 or No-2.

3.7.9. Item 9: Household's last month's consumption expenditure (in Rs.): The consumption expenditure made by the household during the last month to be recorded here. In this case, the last month calendar expenditure will be recorded. The monthly expenditure on electricity, telephone, mobile bills may be included. It may be noted that, this excludes all incidental expenditures such as, marriage, other social ceremonies, hospitalization, institutional education fee etc.

3.8. [Block 5.1] Particulars of domestic overnight trips of duration less than or equal to 180 days completed by household members during last 365 days *(for leading purposes health & medical; holidaying, leisure and recreation; shopping and pilgrimage & religious activities).*

3.8.0. In this block particulars of all the domestic overnight trips of duration less than or equal to 180 days completed in the last 365 days for the leading purposes *health & medical; holidaying, leisure and recreation; shopping* and *pilgrimage & religious activities* will be recorded. Definition of domestic overnight trips, leading purpose, etc. have already been mentioned in *Section 3.1*.

It may be noted that columns 1-2 & 12-15 of this Block imply the trip related information. Whereas columns 3-11 are related to the information of the visitor(s) (member of the household) who performed the trip. The information recorded in columns 1-2 & 12-15 for all the members of a particular trip will be same.

3.8.1. **Column 1: Sl. no. of trip:** A running serial number will be given in this column for each domestic overnight trip of duration less than or equal to 180 days completed by any of the household members during last 365 days for the above-mentioned leading purposes. The sl. noes need to be recorded starting with the latest completed trip. Thus, the trip completed last is to be given serial number 1, the trip completed just before trip 1 is to be given serial number 2 and so on.

3.8.2. **Column 2: No. of household members in the trip:** The total number of household members who performed the trip will be recorded.

3.8.3. **Column 3: Sl. no. of household member who was in that trip (as in col. 1, block 3):** Here the serial number of each household member as per block 3 and who were in the trip is to be recorded. Different rows are to be used for different household members. In case of single member trip only one row will be filled in against the trip.

3.8.4. **Column 4: age (as in col. 5, block 3):** Here, the age of each household member who took part in the trip is to be recorded. This age is to be recorded as mentioned in column 5 of Block 3.

3.8.5. **Column 5: Purpose of the trip for the member (code):** In a particular trip, different members might have undertaken the trip because of different purposes. Suppose the household member reports the purpose of a trip as 'business'. To ascertain the purpose, the household member may be asked – "Would you have undertaken the trip if no *business* was needed to be done?" The purpose would be taken as 'business' only if the answer is 'no'. In this way the purpose of each household member who undertook the trip is to be recorded here. The applicable codes are as follows:

Purpose of the trip	Codes
Business	1
Holidaying, leisure and recreation	2
Social (including visiting friends and relatives, attending marriages, etc.)	3
Pilgrimage & religious activities	4
Education & training	5
Health & medical	6
Shopping	7
Others	9

There may be exceptional situations where any one purpose cannot be identified as the unique purpose for a household member. In such a case, the purpose will be identified as that purpose which the informant considers to be the most important for his/her trip. Description and scope of different purposes are given in *Section 3.1*.

3.8.6. **Column 6: Type of trip (code):** A trip can be of two types: *package* and *non-package*. Definitions of *package* and *non-package* trips are given in *Section 3.1*. Within a package trip, travellers receive a combination of products associated with a trip, which are made of more than one of the following tourism services: *transportation services, accommodation services, food serving services, sightseeing and entertainment services along with* other goods and services. If a trip is a *package* trip, then code '1' should be given, otherwise code '2' should be recorded. It may be noted here that a package trip must have a package component but not *vice versa*. The applicable codes are as follows:

	codes
package	1
non-package	2

3.8.7. **Mode of travel (code):** Mode of *travel* refers to means of transport used by visitor(s) to travel in a trip. The admissible codes are as follows:

	Codes
on foot	01
bus	02
train(railways)	03
ship/boat	04
air	05
own transport: motorised	06
own transport: non-motorised	07
transport equipment, rental (hired transport): motorised	08
transport equipment, rental (hired transport): non- motorised	10
others	19

Description of different means of transport are given below:

i. ***Bus***: This category includes travel by any type of bus like public, private, chartered, luxury, Volvo, etc. Trams or trolley-buses are included in this category. Vans, trekkers, maxis and other vehicles used for public transportation or transportation of a large number of persons should also be included in this category. Buses, hired for *Barat*, picnic, excursion etc., will also be covered here.

ii. ***Train (railways)***: This category includes travel by rail (surface/underground), mono rail, toy train, etc. as means of transport. Travel by hired railway coaches will also come under this category.

iii. ***Ship/boat:*** This category includes travel by passenger line and ferry, cruise ship, yacht and other modes of water transport necessary for movement in a trip. Travel by hired ship/boat will be included here.

iv. ***Air:*** This category includes travel by flights (scheduled or chartered or private), helicopter and other modes of air transport necessary for movement in a trip.

v. ***Own transport:***

Motorised: This category includes travel by all forms of motorised transport which are owned.

Non-motorised: This includes travel by owned transport, which is not motorised, e.g. bicycle, rickshaw, animal driven transport (like horse-cart, bullock-cart, camel-cart etc.). This category excludes travel on horse-back, pony-back etc., for which the code should be '19', i.e. '*others'*.

For 'own transport', the owner must be a member of the household who may or may not be a visitor. However, if the vehicle is borrowed rental-free from a non-household member, it should be treated as owned.

vi. ***Transport equipment, rental (hired transport): motorised and non-motorised***

Transport equipment, rental (hired transport): The transport equipment must be hired with or without driver/helper and should not be public transport or owned by a household member. It may be shared with any other person (s) who is/are not member(s) of the trip. Motorised and non-motorised may be recorded as and when applicable.

This category excludes travel on horse-back, pony-back etc, for which the code should be '19', i.e. '*others'*. Hired bus, railway coaches, boat/ship are also excluded from this item. These are included in bus (code '02'), train (code '03') and ship/boat (code '04') respectively.

vii. ***Others:***

This category includes means of transport which are not included in the codes 01 to 08 and 10, such as cable car, transport by animals like horse-back, pony-back, transport by humans like palanquin (*palki), doli* carriages, etc.

3.8.7.1. **Column 7: Major (maximum distance travelled):** The means of transport by which maximum distance was travelled will be treated as 'major' *mode of travel* for that visitor and the corresponding code will be recorded against this item. In case more than one such mode was used by the visitor [e.g. train, air] for which equal distance was travelled then entry is to be recorded for that means which was more expensive. In such cases, the less expensive mode among the two will be the minor mode of travel.

3.8.7.2. **Column 8: Minor (2nd maximum distance travelled):** The means of transport by which second maximum distance was travelled in a trip by the visitor will be treated as 'minor' *mode of travel* for that visitor and the corresponding code will be recorded against this item.

3.8.8. **Type of stay (code):** The *type of stay* refers to the accommodation used for stay by visitor(s) in an overnight trip. Accommodation refers to the space, whether paid or unpaid, where the visitor(s) spent some considerable time for spending night, taking rest, spending some leisure time, refreshing oneself, etc. during the trip. Type of stay may be Commercial or Non-commercial in nature.

3.8.8.1. **Commercial Stay:** It refers to a temporary stay/lodging arrangement in an accommodation that is paid for and used for profit-generating purposes. It excludes free stays with

friends or relatives, stays in one's own vacation home(second home), temporary stays provided by employer, stays in religious/ missionary accommodation without paying, etc.

3.8.8.2. **Non-Commercial Stay:** It refers to a temporary stay/lodging arrangement in an accommodation that is not operated for commercial gain or not provided as part of a profit-driven services. It includes free stays with friends or relatives, stays in one's own vacation home(second home), temporary stays provided by employer, stays in religious/ missionary accommodation without paying, etc.

The admissible codes are as follows:

Commercial Stay	codes
hotel	01
guest house	02
dharamshala	03
rented house	04
homestay	05
others	09

Non-Commercial Stay	codes
Friends & relatives	11
others	19

i. ***Hotel:*** A hotel is a commercial establishment that provides paid lodging, usually on a short-term basis. At times, hotels provide a number of additional guest services such as restaurant, gyms, swimming pool, childcare, business centre etc., with or without extra cost.

ii. ***Guest house:*** It is a commercial accommodation unit owned and managed by Central or State Governments/ local bodies/PSUs, autonomous bodies funded by govt. like ISI, IIPS etc. or private entrepreneurs/ bodies.

iii. ***Dharamshala:*** A Dharamshala is a rest house traditionally established for accommodation of visitors during their pilgrimage. It is generally a dormitory for pilgrims located near religious places and used for commercial purposes with low-cost accommodation.

iv. ***Rented house:*** If any part or whole of any residential unit, owned solely or jointly by an individual or a group of individuals, is rented to tourists then that type of accommodation will come under this item. If accommodation charges relating to the trip were paid for accommodation provided by friends and relatives, the visitors should be regarded as having stayed in a *rented house*.

v. ***Homestay:*** A homestay is a form of accommodation in which the owner or promoter, along with their family, resides on the premises and offers a minimum of one and a maximum of six lettable rooms (up to 12 beds) for commercial lodging purposes. This arrangement may

provide an immersive experience of local or regional customs, traditions, and authentic hospitality to the tourists.

vi. ***Others (Commercial stay):*** Examples are carriages/coaches, tents, etc. Transit in Bus/Rail/Air of a journey is to be considered as 'other' type of stay.

vii. ***Friends & relatives:*** If during the trip the household member stayed in the place of friends and relatives without making any payment for the accommodation, then this type of accommodation will be classified as 'friends & relatives'.

viii. ***Others(Non-commercial stay):*** It includes stays in one's own vacation home(second home), temporary stays provided by employer, stays in religious/ missionary accommodation without paying, etc.

Example 10:

i. A family on his religious trip stays two days in a Dharamshala in free of cost and paid some donation. This stay will be treated as Others (Non-commercial stay) with code '19'.

ii. A person went for dessert safari in Jaisalmir, Rajasthan. In his two days trip he stayed in local tents in low cost and took food from the local temporary shops. This stay will be treated as Others (Commercial stay) with code '09'. But in case of trekking if he use his own tent then the code will be '19'- Others (Non-commercial stay).

3.8.8.3. **Column 9: Major (maximum no. of nights spent):** The place where the highest number of nights were spent by a visitor during the trip will be treated as 'major' type of stay for that visitor and the corresponding code will be recorded in this column. If same and highest number of nights were spent in more than one type of stay then the type of stays which was more expensive will be considered as the major type of stay and the second most expensive type of stay among them will be the **minor** type of stay. When the expenses are not known, likely to be the case for package trip, then the accommodation with earliest check-in time will be the major type of stay.

3.8.8.4. **Column 10: Minor (2nd maximum no. of nights spent):** The place where second highest number of nights were spent will be treated as 'minor' type of stay and the corresponding code will be recorded in this column. If there is only one type of stay during the trip, there should not be any entry in this column.

Example 11:
A person on his trip spent two nights in train journey and one night in a private guest house at destination. Here major type of stay for him/her for this trip will be 'others' (code 9) and minor type of stay will be code '2' i.e. private guest house.

Example 12:
A family during their holiday trip travelled by air from Chennai to Port Blair and stayed there in a hotel for a week and came back to UPR by air. Here major type of stay will be 'hotel' (code 1) for all the members in the trip but will have no minor type of stay.

3.8.9. **Column 11: No. of nights spent outside usual place of residence (including journey):** The number of nights spent by the visitor outside his/her usual place of residence from starting of the trip to the completion of the trip, including the nights spent in transit, is to be recorded here.

3.8.10. **Column 12: Leading purpose for all the members performing the trip (code):** If purposes for all the members in a trip are same, then that common purpose will be the leading purpose of the trip. Leading purpose of trip as a whole is that purpose without which none of the members in that trip would have undertaken the trip. This must be one of the purposes mentioned in Column 5 for a particular trip. Clearly, the leading purpose of a trip will be the same for all the members who undertook that trip. There may be exceptional situations where a purpose cannot be identified as the leading purpose. For example, there could be two or more purposes, say, pilgrimage and health, recorded for different visitors in a trip. In such a case, the leading purpose will be identified as that purpose which the informant considers to be the most important for different visitors. Code structure is as follows:

Leading purposes	Codes
Holidaying, leisure and recreation	2
pilgrimage & religious activities	4
Health & medical	6
Shopping	7

Illustration 3: *In a household, there were two overnight trips in the last 365 days. In trip 1, two members, with the intention of visiting relatives, accompanied their son, aged 24; he was on a business trip outside their UPR which the household reported as the leading purpose of the trip. They travelled by Bus for the maximum distance and used rail as the minor mode of transport. In the trip, while the parents stayed with the relatives, the son stayed in a hotel for two days. The parents of the boy were aged 48 and 45 respectively.*

In trip 2, two members of age 74 and 48 went on a pilgrimage in a package trip. They travelled by rail for the maximum distance and used hired a cab as the minor mode of transport. In the trip, they stayed in a Dharmashala. 4 nights they have spent outside home.

For these two trips, the entries for Columns (1) to (12) in Block 5.1 will be as follows:

sl. no. of trip	no. of hh members in the trip	sl. no. of hh member who was in that trip (as in Col 1, block 3)	age (as in Col 5, block 3)	purpose of the trip for the member (code)	type of trip (code)	mode of travel (code)		type of stay (code)		no. of nights spent outside usual place of residence (including journey)	leading purpose for all the members performing the trip (code)
						major (max. distance travelled)	minor (2nd max. distance travelled)	major (max. no. of nights spent)	minor (2nd max. no. of nights spent)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
1	*3*	*1*	*48*	*3*	*2*	*02*	*03*	*11*	-	*2*	*1*
		2	*45*	*3*	*2*	*02*	*03*	*11*	-	*2*	-
		3	*24*	*1*	*2*	*02*	*03*	*01*	-	*2*	-
2	*2*	*1*	*48*	*4*	*1*	*03*	*08*	*03*	-	*4*	*4*
		4	*74*	*4*	*1*	*03*	*08*	*03*	-	*4*	-

3.8.11. **Column 13: Starting month (code):** The month of starting the trip is to be recorded against this item. Details are given in *Section 3.1*. The applicable codes are as follows:

Month	codes
January	01
February	02
March	03
April	04
May	05
June	06

Month	codes
July	07
August	08
September	09
October	10
November	11
December	12

3.8.12. **Column 14: Main destination (code):** *Main destination* is generally a place which is central to the decision to undertake the trip. However, if no such place can be identified by the informant, the main destination is to be taken as the place where the members spent maximum night during the trip. If the visitors spent the same number of nights in two or more places during the trip, then the main destination is that one among these places which is the farthest from the UPR of the visitor. Obviously, the main destination of a trip will be the same for all the members who undertook that trip. The codes are as follows:

Main destination	Codes
destination within the district	1
destination outside the district but within the State	2
destination outside the State but within the country	3
final port of departure in Indian Territory for International trip	4

Code 4 is applicable only for the domestic part of an international trip.

Example 13:
An individual staying in Jaipur is going on a trip to Australia by taking flight from New Delhi. Then his trip from UPR to New Delhi Airport will be the domestic part of the international trip. In this case code '4' will be reported against column 14.

3.8.13. **Column 15: if code '3' or '4' in col. 14 then destination state code/ state code of port of departure:** If the main destination of a particular trip is outside the State of origin (i.e. the State in which the household is located) then the State of the main destination is to be recorded. Once the main destination is uniquely identified, its State code is to be entered in this column. In case of an international trip, the state code of the final port of departure from the territory of India is to be recorded. The code structure is as follows:

State	Code	State	Code	State	Code
Andhra Pradesh	28	Kerala	32	Uttar Pradesh	09
Arunachal Pradesh	12	Madhya Pradesh	23	Uttarakhand	05
Assam	18	Maharashtra	27	West Bengal	19
Bihar	10	Manipur	14	A & N Islands	35
Chhattisgarh	22	Megahlaya	17	Chandigarh	04
Delhi	07	Mizoram	15	Dadra & Nagar Haveli	26
Goa	30	Nagaland	13	Daman & Diu	25
Gujarat	24	Odisha	21	Lakshadweep	31
Haryana	06	Punjab	03	Puducherry	34
Himachal Pradesh	02	Rajasthan	08	Telangana	36
Jammu & Kashmir	01	Sikkim	11	Ladakh	37
Jharkhand	20	Tamil Nadu	33	Telangana	
Karnataka	29	Tripura	16	Ladakh	

If the main destination covers more than one state/UT. then follow the definition of Main destination given in *Section 3.1*.

3.8.14. **Total no. of trips:** This is the total number of domestic overnight trips of duration less than or equal to 180 days completed by household members during last 365 days. This should match with the last serial number of the trip in Column 1.

3.9. [Block 5.2] Particulars of domestic overnight trips of duration less than or equal to 180 days completed by household members during last 30 days *(for leading purposes business, social (including visiting friends and relatives, attending marriages, etc.), education & training, others)*

3.9.0. In this block particulars of all the overnight trips of duration less than or equal to 180 days completed during the last 30 days [for leading purposes of business; social (including visiting friends and relatives, attending marriages, etc.); education & training; others] will be recorded.

The structure of both Block 5.1 and Block 5.2 is same. The column heading and method of recording entries under different columns in Block 5.2 are similar to those in Block 5.1. Thus, the instructions given for Block 5.1 can be followed for filling up Block 5.2.

Illustration 4: *Reference period for recording trips in block 5.1 and 5.2 will be different and the trips need to be recorded as per following details:*

In Block 5.1, details of overnight trips of duration less than or equal to 180 days completed during the last 365 days (for leading purposes health & medical; holidaying, leisure and recreation; shopping and pilgrimage & religious activities) will be recorded.

In Block 5.2, details of overnight trip of duration less than or equal to 180 days completed during the last 30 days (for leading purposes business, social (including visiting friends and relatives, attending marriages, etc.), education & training, others) will be recorded.

3.9.1. Leading purpose for all the members performing the trip in block 5.2 will be different and the applicable codes are as follows:

Leading purposes	Codes
business	1
social (including visiting friends and relatives, attending marriages, etc.)	3
education & training	5
other	9

3.10. [Block 6.1] Particulars of expenditure (Rs.) for all trips in last 365 days covered in block 5.1

3.10.0. In this block, expenditure details on each ***domestic overnight trip*** which are covered in Block 5.1 are to be recorded. It may be noted that all the expenditure incurred and/ or to be incurred relating to the trip performed by the member (s) of the sample household during the reference period is to be included irrespective of the source of expenditure, i.e. whether the expenditure has been incurred and / or to be incurred by the sample household or not. In case of CAPI, block 6.1 needs to be filled in just after entering the information in block 5.1.

3.10.1. **Item 1: trip serial no. [as in column 1, Block 5.1]:** The serial number of trip as provided in Column 1 of Block 5.1 is to be copied against this item.

3.10.2. **Item 2: type of trip [as in column 6, Block 5.1]:** The type of trip needs to be decided according to the codes as provided in Column 6 of Block 5.1. If all these codes against all the members are same for a trip in block 5.1, then the same code will be replicated in item 2 of block 6.1. But, for different household members, 'type of trip' may be different, in a particular trip. In this case the trip type will be 1 (package) if major part of the time the majority of the members avail the package in the trip.

3.10.3. **Item 3: package component:** This has already been described under 'type of trip' in Block 5.1. A particular trip may have both package and non-package components. For example, for a particular trip a package may be availed of for transport, breakfast and sightseeing for which separate break-up may or may not be available. The lump-sum expenditure incurred for this package is to be included against this item for each trip.

3.10.3.1. **Item 3.1: transport:** If *transport* is a part of the package for a particular trip, then code '1' will be recorded, otherwise code '2' will be recorded.

3.10.3.2. **Item 3.2: accommodation:** If *accommodation* is a part of the package for a particular trip, then code '1' will be recorded, otherwise code '2' will be recorded.

3.10.3.3. **Item 3.3: meals/food*:*** If *meals/food* is a part of the package for a particular trip, then code '1' will be recorded, otherwise code '2' will be recorded.

3.10.3.4. **Item 3.4: sightseeing and entertainment*:*** If *sightseeing and entertainment* is a part of the package for a particular trip, then code '1' will be recorded, otherwise code '2' will be recorded.

3.10.4. **Non-package component*:*** All expenditure, which do not come under package component related to a trip are to be recorded here item-wise. Sometimes, the expenditure related to transport, accommodation, meals, entertainment, and sightseeing etc., may be partly covered in the package component. In such situation, the non-package component of such expenditure should be recorded

under the non-package component in these blocks. In most cases, there will be non-package component for a trip. If a trip does not have any expenditure for non-package component then appropriate remarks may be given in the remarks block of this Schedule.

3.10.4.1. **Item 4: Accommodation*:*** This is same as the *type of stay* mentioned in columns 9 & 10 of Block 5.1. The expenditure incurred on accommodation related to a trip will be reported against relevant type of accommodation. The types of accommodation on which, expenditure if incurred related to the trip will be recorded are as follows:

- Item 4.1: Hotel
- Item 4.2: Guest house
- Item 4.3: Dharamshala
- Item 4.4: Rented house
- Item 4.5: Homestay
- Item 4.6: Others

It may be noted that expenditure relating to the trip for any type of accommodation will not include separate cost of additional guest services which are not included in the accommodation charge. If during the trip the household member stayed in the place of friends & relatives but payment was made for such stay for the trip then the expenditure for this type of accommodation will be recorded in 'rented house'. There may be possibility of entering more than two accommodations in a single trip.

3.10.4.1.1. **Item 4.0: Sub-total (4.1 to 4.6):** The total of all entries in 4.1 to 4.6 is to be recorded against this item.

3.10.4.2. **Item 5: Food & drink** *(for immediate consumption during the trip)***:** If any non-package expenditure relating to the trip on food & drink was paid/payable by the household or by others relating to the trip, the same will be recorded under this item. Consider only those expenses on food and drink which are for immediate consumption during the trip. These food and drink items may be consumed as breakfast, lunch, tiffin, dinner, etc. The word 'drink' includes water, *lassi*, milk, alcohol, and other beverages.

3.10.4.2.1. **Item 5.1: In the accommodation unit:** This includes the expenditure incurred on purchase of food and drinks in the accommodation units where the household members stay during the trip.

3.10.4.2.2. **Item 5.2: Outside accommodation unit and during journey and transit:** This includes the expenditure incurred on purchase of food and drinks outside the accommodation units where the household members stay during the trip, or during transit or journey time.

3.10.4.2.3. **Item 5.0: Sub-total (5.1 to 5.2):** The total of all entries in items 5.1 to 5.2 is to be recorded against this item.

3.10.4.3. **Item 6: Transport:** The items 6.1 to 6.8 are related to the expenditure on various forms of transport used for movement during a particular trip.

- Item 6.1: railways
- Item 6.2: public transport for road journey
- Item 6.3: own road transport (including fuel, driver's cost, repair & maintenance, if any)
- Item 6.4: rental/ hiring of vehicle for road journey
- Item 6.5: Water transport
- Item 6.6: Air transport
- Item 6.7: travel agency services/tour operators
- Item 6.8: others and supporting services
- Item 6.0: sub-total of items 6.1 to 6.8

3.10.4.3.1. **Item 6.1: Railways*:*** All expenditure on railway fare, including superfast charges, reservation charges, *tatkal* charges, etc., paid to railway authorities is to be recorded against this item. Amount paid to travel agencies, etc., for booking railway tickets is not to be recorded here. This expenditure is to be recorded against Item 6.7. If the travel is made by hired railway coach/carriage/saloon, the cost of such travel should come here. In some places the Railways may provide rail-cum-road services which are included in the total payment to be made to the railway authorities. In such cases, the entire amount paid to the railways should be recorded against Item 6.1. Expenditure towards travelling by toy train will come under this category provided it is necessary for travelling; otherwise, if it is for joyride, the corresponding expenditure should be recorded against Item 8.1.

3.10.4.3.2. **Item 6.2: Public transport for road journey:** Public transport is a shared passenger-transport service which is available for use by the general public, as distinct from modes such as taxicab, carpooling or hired buses. Public transport for road journey includes buses, trams, tonga, rickshaw etc. This will also include *animal driven transport* such as horse-carts (*tongas*), bullock-carts, camel-carts, etc.

3.10.4.3.3. **Item 6.3: Own road transport (including fuel, driver's cost, repair & maintenance if any):** Expenditure towards cost of fuel, engagement of drivers, and repair and maintenance of vehicle in case of own transport is also to be included.

3.10.4.3.4. **Item 6.4: Rental/hiring of vehicle for road journey*:*** This includes expenditure on hired motorised or non-motorised road transport like *bicycle, two-wheeler, rickshaw, auto rickshaw, taxi, car/jeep, tractor/truck, animal driven transport*, etc.). The transport equipment

must be hired with or without the services of the operator (driver). If it is shared with any other person(s) who is/are not member(s) of the trip, except for the driver and helper, then only the part of the expenditure related to member(s) of the trip should be considered. If the transport equipment is hired without fuel and/or operator services, then expenditure towards cost of fuel, engagement of driver, etc. should also be recorded here.

3.10.4.3.5. **Item 6.5: Water transport (ship/boat/ferry/cruise, etc.):** This includes expenditure on water transport by ship/steamer/ boat / catamaran, etc. Note that availing oneself of water transport for the purpose of joyride, water sports, river rafting, yachting, water-biking, adventure, etc. will not come under this item, instead such expenditure will be recorded against Item 8.1.

3.10.4.3.6. **Item 6.6: Air transport (scheduled/chartered/ private flights, helicopter, etc**.): This includes expenditure on air transport by flights/helicopter, etc. Note that availing air transport for the purpose of adventure sport like ballooning, Para-gliding, Para-sailing, etc. will not come under this item. All payments made to airlines relating to transport tax, insurance, passenger tax, etc. should also be recorded here.

3.10.4.3.7. **Item 6.7: Travel agency services/tour operators**: Expenditure relating to the services of travel agencies used for the trip will be considered here. They play the role of providing information and access to the visitor in the purchase of certain services. Tour operators render services that combine one or more chargeable travel services (e.g., transport, accommodation, meals, entertainment, and sightseeing) and sell them through travel agencies or directly to final consumers. The expenditure incurred for booking of travel services like transport, accommodation, etc., including the commission levied by travel agencies for selling the package tours to the visitors is to be considered here. It may be noted that only the cost of booking these services through travel agencies/tour operators related to a trip should come here. Tour operator also includes online service providers, such as, Make my Trip, Yatra.com, expedia.co.in, etc.

Example 14:

i. A person booked air-ticket online, through Yatra.com for his trip. Total fare is Rs. 8000. In the break-up of the expenditure, service charge for Yatra.com is mentioned as Rs. 250. Then entry against item 6.6 (air) will be Rs. 7750 and in item 6.7 Rs. 250 for that trip.

ii. A family of three went to Rajasthan with Kundu Travels. They made a one-time payment (for food, accommodation, transport and sight-seeing) of Rs. 30000 to the tour operator. Rs. 30000 will be reported against item 3 (Package component) along with code 1 in items 3.1-3.4 for that trip.

3.10.4.3.8. **Item 6.8: Others and supporting services:** This category includes expenditure on other motorised and non-motorised modes of transport not included elsewhere related to a trip like transport by animal like horseback, pony-back, etc; transport by humans such as *palki* (palanquin), *doli* carriages and transport by cable car/ropeway, etc.

3.10.4.3.9. **Item 6.0: Sub-total (6.1 to 6.8):** The total of all entries in 6.1 to 6.8 is to be recorded against this item.

3.10.4.4. **Item 7: Shopping*:*** Items 7.01 to 7.11 relate to purchase of any consumer good relating to the trip on shopping. Shopping relate to purchase of any consumer good for own consumption or for gifts but not for resale or for productive purposes. The consumption may be during the trip or after the trip but not before the trip. This purchase may be made before, during or after the trip but it must be related to that trip.

3.10.4.4.1. **Item 7.01: Clothing and garments*:*** This includes expenditure on clothes, viz. *dhoti, sari, chaddar, dupatta, shawl, lungi*, etc; readymade garments like shirt, trousers, pyjama, ladies suit, coats etc.; knitted garments like sweater, pullover, cardigan, etc; bed sheet, bed cover, blanket, pillow, quilts etc; socks, gloves, caps, knitting wool, towel and similar items.

3.6.4.4.2. **Item 7.02: Processed food (for future consumption):** This item includes expenditure incurred on tea, coffee, beverages like cold drinks, fruit juices, etc; bakery products like biscuits, cake, pastry, etc.; salted refreshment, prepared sweets, pickle, sauce, jam, jelly etc., and similar items that are purchased during the trip for future consumption.

3.10.4.4.3. **Item 7.03: Alcohol &tobacco products (for future consumption):** This item includes expenditure incurred on all kinds of alcoholic drinks and tobacco products like beer, foreign liquors, country liquors, toddy etc. and *pan*, *supari*, lime, *katha, bidi*, cigarette**,** *gutkha*, *pan masala*, etc. Alcohol for immediate consumption will not be covered here.

3.10.4.4.4. **Item 7.04: Travel related consumer goods:** Expenditure incurred on items like suitcases, trunk, hand bag, other travel goods; spectacles, sunglasses, pen, lock, umbrella, radio, ipod, e-book, mobile phone, torch, batteries, etc.; photographic equipment like camera, film, CD, tripod, etc.; sports items, toys, etc. (except footwear) will be covered under this item. Expenditure incurred during the trip on purchasing consumer durable goods like cars, computers, etc. as well paintings, works of art, etc. if not purchased for productive purposes' will be considered. However, expenditure on purchase of housing, real estate will be excluded.

3.10.4.4.5. **Item 7.05: Footwear:** All types of footwear will be covered under this item.

3.10.4.4.6. **Item 7.06: Toiletries:** All types of toiletries like toilet soap, washing soap, washing powder, hair oil, shampoo, cosmetics; tooth paste, tooth brush, tooth powder; talcum powder, face

cream, deodorants, perfume, etc.; shaving equipments like shaving blade, shaving stick, razor, shaving cream, aftershave lotion, etc. and similar items will be covered under this item.

3.10.4.4.7. **Item 7.07: Gems and jewellery:** All expenses on gems and on jewellery, irrespective of their unit cost, incurred during or for the trip are to be covered here.

3.10.4.4.8. **Item 7.08: Books, journals, magazines, stationery, etc:** Expenditure on books, magazines, newspaper, library and other stationery purchased for or during the trip is to be recorded here.

3.10.4.4.9. **Item 7.09: Memento, souvenir, etc**.: Expenditure on all types of mementos or handicrafts or souvenir purchased in the trip (for own use or for gift purpose) are to be covered here. This item is different from travel related consumer goods in the sense that these are not consumed but preserved as reminiscence of the trip.

3.10.4.4.10. **Item 7.10: Others:** All expenses on shopping not mentioned in the items 7.01 to 7.09 and 7.10 will be reported here.

3.10.4.4.11. **Item 7.00: Sub-total (7.01 to 7.10):** The total of all entries in 7.01 to 7.10 is to be recorded against this item.

3.10.4.5. **Item 8: Recreation, religious, cultural & sporting and health related activities:** Expenditure on different recreational, religious, cultural and sporting activities during the trip are to be recorded irrespective of whether the expenditure was incurred before, during or after the trip.

3.10.4.5.1. **Item 8.1: cinema, theatre, amusement, personal care like sauna, massaging, etc.:** This includes entry fees and all other incidental expenditure like joyrides, etc. incurred on cinema, theatre, amusement park, juggling show, magic show, circus etc., during a trip.

3.10.4.5.2. **Item 8.2: entry fee, other expenses to religious sites like darshan, offerings, priest fee etc.:** This includes *darshan* fees, *dakshina* for priests, expenditure on offerings, etc. It does not include donation to religious trusts, alms, etc. at those religious places.

3.10.4.5.3. **Item 8.3: entry fee to and other expenses at cultural sites:** This includes entry fees to various archaeological sites, museums, historical places, etc. Expenditure on entry tickets for light and sound shows, etc. at various cultural sites will also be covered.

3.10.4.5.4. **Item 8.4: Sporting activities:** This includes entry fees or tickets for watching sporting events both outdoor and indoor, like football, cricket, table tennis, etc. Expenditure for participating in adventure sports like para-gliding, rafting, rock climbing etc. will also be included here.

3.10.4.5.5. **Item 8.5: Medical and health related activities:** All medicine and health-related items, whether of regular use or purchased as a precautionary measure for the trip or purchased on the advice of medical practitioners during the trip, are to be covered here. Further, all expenditure, whether actually paid / payable by the household or directly paid / reimbursed by Government or other agencies (including medical insurance companies), are to be recorded here.

- **Item 8.5.1: Medicine:** All medicines, irrespective of their type - allopathic, homeopathic, ayurvedic and other Indian system of medicines, etc. - of regular use or purchased as a precautionary measure for the trip or purchased on advice of medical practitioners during the trip are to be covered.

- **Item 8.5.2: Medical accessories:** Expenditure made for the trip or during the trip on all types of medical accessories like knee caps, crutches, slings, bandages, cotton wool, Jaipur foot, spectacles, hearing aid, etc. are to be covered here.

- **Item 8.5.3: Other health related services:** The expenses on medical tests and investigations, vaccination, immunisation, health check-up, etc., required for or during the trip are also to be included here. If a person made expenditure on sauna bath, massaging, steam bath, etc. under medical advice during a trip, then such expenditure should also be reported here. Fees to the doctors or similar services are also to be covered here.
  If some expenses are made on services such as sauna bath, massaging, steam bath, etc., taken for personal recreation then those are to be recorded under item 8.1

- **Item 8.5.0: Sub-total [8.5.1 to 8.5.3]:** The total of all entries in 8.5.1 to 8.5.3 is to be recorded against this item.

3.10.4.5.6. **Item 8.0: Sub-total [8.1 + 8.2 + 8.3 + 8.4 + 8.5.0]:** The total of all entries in 8.1 to 8.4 and 8.5.0 is to be recorded against this item.

3.10.4.6. **Item 9: Others:** All other expenditure not indicated elsewhere, e.g. payment made to tourist guide, porter charges, travel insurance, wi-fi charges, etc. will come under this item.

3.10.4.7. **Item 10: Sub-total (4.0 +5.0+ 6.0+7.00+8.0+9):** The total of all entries in 4.0, 5.0, 6.0, 7.00, 8.0 and 9 is to be recorded against this item. This gives the total of the expenditure on non-package component related to the trip.

3.10.4.8. **Item 11: Total [3+10]:** The total of entries in 3 and 10 is to be recorded against this item. This gives the total of expenditure on both package and non-package component related to the trip.

Note: Any domestic overnight trip performed by the household, must have positive total expenditure. Only in exceptional cases the trip expenditure may be zero. In such cases, deep probing is required to gather more information.

3.10.4.9. **Item 12: whether any reimbursement/direct payment was made by Government organisation (like, Central Government, State Government, Local Bodies, Public Sector Undertakings, Organisation wholly funded by government) for this trip (code)**

Expenditure on a particular trip may be partially or fully reimbursed or directly paid by Government, by some other agency/organisation or by others (e.g. non-household members). For example, LTC /LTA are given by employers like, Government, private organisations, banks, insurance companies like LIC, GIC, and travelling fares and accommodation costs paid by organisers of seminars, conferences, etc.

Information on whether reimbursement/direct payment was made by Government organisation (like, Central Government, State Government, Local Bodies, Public Sector Undertakings, Organisation wholly funded by government) for this trip, will be recorded from the code list given below:

	Code
yes and amount known	1
yes and amount not known	2
no	3

3.10.4.10. **Item 13: If code '1' in item 12, amount (Rs.) paid/ reimbursed:** If the amount of reimbursement/direct payment made by Government organisation is known (i.e. code 1 in Item 12) for this trip the same will be recorded here in whole number of rupees.

3.10.4.11. **Item 14: Whether any reimbursement/direct payment was made by other organisation/ institution/ non-household members but not covered in item 12 (code):**

If any reimbursement/direct payment was made by other organisations/institutions (other than Government organisation, like, Central Government, State Government, Local Bodies, Public Sector Undertakings, Organisations wholly funded by government) or by non-household members for this trip, will be recorded from the code list given below:

	Code
yes and amount known	1
yes and amount not known	2
no	3

Other organisations/institutions will include, International Bodies, private universities, NGOs etc.

3.10.4.12. **Item 15: If code '1' in item 14, amount (Rs.) paid/ reimbursed:** If the amount of reimbursement/direct payment made by other organisations/institutions is known (i.e., if entry is 1 in Item 14) the same will be recorded here in whole number of rupees.

Some examples in this regard are given in the box below.

Example 15:

i. Expenditure on trip of a Govt. employee who is on official tour is reimbursed by the Government.
ii. Railway fare for appearing at an interview conducted by UPSC is reimbursed to the interviewee by the Government of India.
iii. Expenditure incurred by the Government on a trip of an honorary chairperson/member of a Government Committee to attend Committee meetings.
iv. Reimbursement by the govt. /PSUs for trips of the family members of their employees under LTC/LTA schemes.

3.10.4.13. **Item 16: Details of other services availed for the trip**

This is for collection of information on whether the household used some of the specified services for that trip. Such services may be used for any part of the trip and by any of the household members in that trip. Information on details of services availed for the trip will be recorded in Items 16.1 to 16.5. The descriptions of the items are given below:

- Item 16.1: Booked accommodation/ transport/ food, etc. through tour operator using internet
- Item 16.2: Booked accommodation/ transport/ food, etc. through tour operator without using internet
- Item 16.3: Booked accommodation/ transport/ food, etc. directly using internet
- Item 16.4: Booked accommodation/ transport/ food, etc. directly without using internet
- Item 16.5: Services of tour guide

If a specific services as given in Items 16.1 to 16.5 are used, code 1 will be recorded against that item, else 2 will be recorded.

If the household has booked accommodation/transport/food, etc., through tour operator using internet then code 1 will be recorded in Item 16.1. Tour operators render services that combine one or more chargeable travel services (e.g., transport, accommodation, meals, entertainment, and sightseeing) and sell them through travel agencies or directly to final consumers.

Similarly, if booked accommodation/ transport/ food/etc., through tour operator without using internet then code 1 will be recorded in Item 16.2.

If service of tour operator was not used but booked accommodation/ transport/ food/etc., directly using internet, then code 1 will be recorded in Item 16.3 and if services of tour operator was not used but booked accommodation/ transport/ food/etc., directly without using internet, then code 1 will be recorded in Item 16.4. If the services of tour guide was used in any part of the trip then code 1 will be recorded in Item 16.5.

3.11. [Block 6.2] Particulars of expenditure (Rs.) for all trips in last 30 days covered in block 5.2

3.11.0. **Method of recording entries in Block 6.2:** It may be noted that in Block 6.2, expenditure details of overnight trip of duration less than or equal to 180 days completed during the last 30 days [for leading purposes of business; social (including visiting friends and relatives, attending marriages, etc.); education & training; others] will be recorded.

The structure of both Block 6.1 and Block 6.2 is same. The item description and method of recording entries against different items in Block 6.2 are similar to those in Block 6.1. Thus, the instructions given for Block 6.1 can be followed for filling up Block 6.2.

3.12. [Block 7] Particulars and expenditure (Rs.) of domestic same-day trips completed by household members during last 30 days

3.12.0. In this block all particulars and expenditure details of the domestic same-day trips completed in the last 30 days by the household for leading purposes of *business; holidaying, leisure and recreation; social (including visiting friends and relatives, attending marriages, etc.); pilgrimage & religious activities; education & training; health & medical; shopping; others* are to be recorded. *In this block, one row is to be used for a particular same-day trip.* Definition of same-day trip is provided in *Section 3.1*.

3.12.1. **Column 1: Sl. no. of trip:** A running serial number will be given in this column for each same-day trip undertaken by any of the household members during last 30 days. As like Block 5.1/ 5.2, trips should be serialised commencing from the latest completed trip.

3.12.2. **Column 2: Number of household members in the trip:** Total number of household members who participated in the trip is to be recorded here.

3.12.3. **Column 3: Leading purpose for all the members performing the trip (code):** The concept of leading purpose of trip is same as that used in the context of domestic overnight trip. The leading purpose of the trip will be selected for each trip from the following list.

	Code
business	1
holidaying, leisure and recreation	2
social (including visiting friends and relatives, attending marriages, etc.)	3
pilgrimage & religious activities	4
education & training	5
health & medical	6
shopping	7
others	9

3.12.4. **Expenditure**: The coverage and method of recording tourism expenditure is given in *Section 3.1*.

3.12.4.1. **Column 4: Package:** The coverage and method of recording tourism expenditure on package component of the trip as given in *Item 3* of Block 6.1 may be followed for recording the expenditure on package component of the domestic same-day trip.

3.12.4.2. **Non-package:** All expenditure, which do not come under package component related to a domestic same-daytrip are to be recorded here item-wise in ***Columns 5-11*** under the following broad heads.

- Columns 5: accommodation: Similar to item 4 in Block 6.1.
- Columns 6: food & drink: Similar to item 5 in Block 6.1.
- Columns 7: transport: Similar to item 6 in Block 6.1.
- Columns 8: shopping: Similar to item 7 in Block 6.1.
- Columns 9: recreation, religious, cultural and sporting: This column is similar to a combination of items 8.1-8.4 in Block 6.1.
- Columns 10: health related (medicine, medical accessories, other health related services): Similar to item 8.5 in Block 6.1.
- Columns 11: others: Similar to item 9 in Block 6.1.
- Columns 12: subtotal (col. 5 to col. 11): This is the subtotal of expenditure reported in Column 5 to Column 12 for a particular same-day trip.

3.12.4.3. **Columns 13: total (col. 4+ col. 12):** This is the total of expenditure reported in Column 4 and Column 12 for a particular same-day trip.

3.12.5. **Columns 14 to 18: Details of other services were availed.**

In these columns some details of other services availed for the trip will be recorded. The descriptions of the columns are similar to those of the corresponding items 16.1 to 16.5 of block 6.1 and the same guideline of making entry may be followed.

3.13. [Block 8] Remarks by Survey Enumerator (SE)/ Junior Statistical Officer (JSO)

In this block, relevant remarks/comments by Survey Enumerator (SE)/ Junior Statistical Officer (JSO) will be given regarding operational problems of data collection and his/ her observations or justification during canvassing the Schedule. He/ She also should explain the abnormal entries (if any made) in the Schedule.

3.14. [Block 9] Comments by Survey Supervisor (SS)/ Senior Statistical Officer (SSO)

In this Block, relevant remarks/comments by Survey Supervisor (SS)/ Senior Statistical Officer (SSO) will be given with regard to various stages supervision and scrutiny of the Schedule.

Frequently Asked Questions (FAQs)

Sl. no.	block	item	col.	Questions	Answer
1.	General			A female member who has undertaken the overnight trip in last 365 days got married. Whether this will be considered as trip or not?	Trip of persons who are household members as on date of survey will be considered only.
2.	General			Whether the movements of sale executive/ medical representative to different places outside their UPR would be considered for trips?	Yes, provided the conditions of overnight or same-day trips are satisfied as mentioned in this chapter. However, movements by them to attend office for reporting, salary etc. would not be considered as trips.
3.	General			A JSO goes for Induction Training at NSSTA. Would it be considered as Educational Trip or Business Trip?	This would be treated as business trip since it is an *on the job* learning trip and not an educational trip.
4.	General			If a govt. officer goes on deputation or election duty, will they be considered as trips in the coverage of the survey?	In case of election duty, where the duration is generally 2-3 days, it will be considered as trip to be covered in the survey. Deputation will not be considered as trip.
5.	General			During school vacation pupil visits their relative's house. Is it a social trip or holiday trip?	It depends. If the child visits the relative's house to spend her/ his holidays, the same will be considered under leading purpose holidaying, leisure and recreation.
6.	General			If a man lives in Kolkata and visits Rajarhat, an adjacent Municipal town under	If the movement is not regular and frequent in nature it is to be considered as trip.

Sl. no.	block	item	col.	Questions	Answer
				separate administration. Is it to be treated as trip?	
7.	General			A baby is admitted in hospital and for caring its mother is also staying there. Is it to be considered a trip for mother? If so, what will be the purpose of trip for mother? Social or Medical?	For mother it is to be treated as trip with the purpose 'others'.
8.	General			A pregnant woman visited her parental home for delivery. Child birth occurred in her mother's home. What will be the purpose of trip- Social or Medical?	The purpose of the trip will be 'social'.
9.	General			A planned trip is cancelled due to certain reason. Later on, the same trip is performed with fresh bookings. Would the expenditure incurred in cancellation of the earlier planned trip be covered under the survey or not?	Expenditure incurred for trip that was not performed will not be considered for reporting.
10.	General			Why the movements of railway driver, crew members of public mode of transport on duty are excluded from the coverage of trips?	As per the International Recommendations for tourism statistics 2008 by UN, *Crews on public mode of transport, either regular or irregular, are considered as within their usual environment* and thus excluded from visitors. Accordingly, the trips made by them in the capacity of crew members are not considered for the

Sl. no.	block	item	col.	Questions	Answer
					purpose of tourism surveys.
11.	General			A bodyguard of a political leader accompanying him wherever he goes. What should be the treatment of his trips?	If the movement of the bodyguard is within his usual environment (UE), it will not be treated as a trip. However, if the bodyguard accompanies his employer to a place outside his UE and such trips are not frequent and regular in nature; the same will be treated as a business trip.
12.	General			If a preacher went on a pilgrimage and gave his preaching at that place for 2 days, visited some temples & returned to his UPR, whether it is a pilgrimage or business trip?	Leading purpose will be ascertained by enquiring about the reason/ purpose that made the person to undertake the trip (without which he would not have undertaken the trip).
13.	General			If a household undertakes a wedding package in order to solemnize the wedding of their daughter, then will this expenditure be considered under tourism expenditure?	This will be considered only if the wedding is solemnized during a trip. However, expenditure related to transportation/ hired accommodation of non-household members will not be included.
14.	General			If a household reports an Overnight Trip at the listing stage, while at the time of canvassing of schedule/questionnaire it is found that 'same-day trip' has been conducted then what	Sections/Items corresponding to same-day trip would be filled along with remarks.

Sl. no.	block	item	col.	Questions	Answer
				treatment is to be given in schedule/questionnaire?	
15.	General			How to report the expenses of a household, if one of the members of the household did not return to the UPR. For example, 1. One of the members was deceased during the trip. 2. A baby was born in a hospital.	1. Details of the trip and corresponding expenditure in respect of the deceased member should not be reported as he/ she is not a member of the household at the time of the survey. 2. In respect of the baby born in hospital, all the expenses incurred may be reported against the medical trip of the mother. The baby need not be listed as a visitor as it was not a round trip for her/ him.
16.	General			Members of two households, say household 'A' and household 'B' went on a trip together. All the expenses of the trip were borne by household 'A'. How will the expenses be reported, if, 1) Household 'A' is selected for the survey 2) Household 'B' is selected for the survey	As per the instruction, the expenditure incurred relating to the trip of the selected household members is to be reported irrespective the source of expenditure. In case 1, trip all the expenses related to household 'A' only is to be reported. In case 2, all the trip expenses related to household 'B', even if not borne by household 'B', need to be reported.

Sl. no.	block	item	col.	Questions	Answer
17.	General			If 4 members are staying in 1 room for 4 months, then will they considered as temporarily staying together?	If the 4 members are inmates of a hostel, mess, boarding or lodging house, etc. and they are likely to continue to stay for a period of 6 months or more, then each of them will be treated as a single member household.
18.	General	-	-	A fisherman from Rameshwaram went into deep sea to catch fish and returned to his UPR after 5 days. Whether such movements shall be considered as overnight trips?	Such movement will not be an overnight trip.
19.	General	-	-	A railway driver on his duty has to move out of his UPR frequently to different places, spending nights at carriage/guest house, etc. Whether such movements will be treated as overnight trips?	Such movements will not be considered as trips. All movements of persons, whose nature of work/job is regular touring outside their UPR to different places, like, mobile hawkers, on-board staff of airlines /ship/ railways or of buses or of hired taxis and other public transports, etc. would not be considered as trips (overnight or same-day).
20.	General			A person reaches Mumbai by train and then from Mumbai takes a flight to reach USA.	Only the domestic part is to be captured.

Sl. no.	block	item	col.	Questions	Answer
				Which part of this trip is to be considered for this survey?	
21.	General			A person shifted his residence from one city to another on account of transfer. Will this be considered as a trip?	As per DTES this will not be considered as trip. Transfer is a part of *Taking up Employment*, which is out of coverage.
22.	5.1/5.2	1, 2, 12		A woman had undergone a surgery in a hospital which took four days of stay at hospital. She has two children and since she is not able to take care of them during the treatment, she dropped them at her parents' home which is outside her UPR while going to the hospital. After treatment, she picked up the kids to her UPR. 1. Whether it is to be treated as a single trip or two? 2. What is the leading purpose for the trip of the mother and children?	1. It may be treated as two separate trips, since all the members were not 'being together' for the most of the time during the trip. 2. For mother the leading purpose is 'health & medical' and for children it is 'others'.
23.	5.1/5.2	12		If a person starts his journey for pilgrimage site e.g. Kedarnath but due to landslide or any other circumstances changes his purpose in between and visits Nainital for shopping. What will be the leading purpose?	Since the person has started the trip for the purpose of pilgrimage and had to change in between due to some reasons, leading purpose should be pilgrimage.
24.	5.1/5.2	1,2 & 3		Spouse of the head of the household was hospitalized for 7 days. The husband accompanied and stayed with her on the first day, and	Three overnight trips to be recorded (one for wife and two for husband).

Sl. no.	block	item	col.	Questions	Answer
				returned to UPR next day. He again went to hospital on the sixth day and stayed with her for 1 day. Both of them returned on the seventh day to the house. How many trips to be recorded?	
25.	5.2	General		The UPR of a household member is in Nagpur and he commutes daily to Wardha. However, on a particular day he stayed back. Case-1: for few hours, and attended a wedding and returned to Nagpur in the evening Case-2: overnight at Hotel in Wardha after attending office work and next day (Holiday) he attended a wedding and returned to Nagpur in the evening. Will it be considered as a trip if this is performed within last 30 days?	Case-1: The main purpose of the movement was to attend the office work and if he had not attended office. Hence, this movement may not be considered as a trip since this is not outside the usual environment. Case-2: This movement can be considered overnight trip with leading purpose as social as he stayed back for attending wedding.
26.	5.1/5.2		7,8	In mode of travel where "Jugar" (locally assembled auto van) will be entered?	Code will be '06' or '08' depending on whether the vehicle is owned or hired.
27.	5.1/5.2		11	A member of the sample household left the household for education on 25.05.2025 and returned to the sample household on 25.07.2025. This household is surveyed on 25.07.2025. What will be the entry against this item?	Number of nights spent outside UPR (including journey) from starting of the trip to completion of the trip may be counted and reported against in this item.

Sl. no.	block	item	col.	Questions	Answer
28.	5.1/5.2		12	A few members of a Household embark on a trip to a place with different purposes (like attending wedding of a relative and also visit to Temple). What is the correct code to be reported?	Leading or Main purpose for which the Trip is undertaken is to be considered and appropriate code is to be reported. If the main purpose of the Trip was attending marriage, code 3 may be reported even though pilgrimage to a temple is also undertaken in that Trip.
29.	5.1/5.2	General	-	If a person went to an international trip and prior to proceeding for the trip some expenditures were made by him in making preparation for the trip, whether such expenditure will be considered for schedule?	Expenditure on services like transport, accommodation, medical insurance, visa fees and sightseeing which were received in the foreign countries is not to be considered. However, expenditure on food, shopping items, medicines etc. relating to trip, which were purchased in India, are to be considered.
30.	5.1	General	-	The block is also to be filled in for the domestic part of an international (foreign) trip. Should the domestic part fulfil all the characteristics of an overnight trip?	The entire trip along with the domestic part should be considered for deciding whether the trip is overnight or not.
31.	5.1/5.2	-	5	What "purpose" code is to be given for a person accompanying a patient to a hospital?	Code "9" for "others" shall be given.
32.	5.2	-	5	Suppose a lady member of household had undertaken trip to her mother's place for delivery of her child, then which code should be	Code "3" for "social" shall be given if the trip satisfies the reference period of the survey.

Sl. no.	block	item	col.	Questions	Answer
				reported against this item? (purpose of trip)	
33.	5.1/5.2	-	5	What will be purpose of trip for a person who make travel blog by visiting outside places?	It will be business trip. Code 1 may be reported.
34.	5.1/5.2	-	6	The respondent household A had performed overnight trip along with another household B in which household B (not a professional tour operator) had organized the trip and the household A only made lump sum payment for the same. Will this be considered as package trip for household A?	It shall not be considered as package trip.
35.	5.1/5.2	-	7, 8	If the movement within a big town or village (by any mode) is a part of the total travel in a trip, whether it should be taken as distance travelled for the purpose of mode of travel in Block 5.1 & 5.2?	Yes, if such movements are part of trip, as per instruction.
36.	5.1/5.2	-	9	Mr. X travelled to his native place and stayed there for 2 days in his own house which is otherwise kept vacant or locked. What code is to be recorded?	Code "19" may be recorded.
37.	5.1/5.2	-	9	A patient admitted in a hospital in ICU unit for 5 days what code should be given?	Others (code " 9") will be entered.
38.	5.1/5.2	-	9/10	What will be code for type of stay for a person who makes an overnight trip on flight and returns?	Non-commercial: Others (code 19)
39.	5.1/5.2	-	9/10	What will be the code for type of stay if a person stays in a non-commercial Dharamsala.	Non-commercial: Others (code 19)

Sl. no.	block	item	col.	Questions	Answer
40.	5.1/5.2	-	11	If the duration of the trip for leading purpose "health and medical" is 120 days (including journey) in which only 1 day falls in the reference period of the last 365 days, whether this will be taken as overnight trip and what will be the number of nights spent outside UPR?	Yes, and number of nights spent will be 120. All the particulars and expenditure details relating to the trip of duration of 120 days shall be recorded.
41.	5.2	-	5 & 12	A pregnant woman undertook a trip to her parents' house for taking rest on the advice of a doctor. What will be the purpose of the trip?	The purpose will be "Social".
42.	5.1/5.2	-	12	"A", along with his family was on a trip to visit a place "X". The leading purpose is business meeting of "A", whereas for other members it is pleasure trip. What is the leading purpose of trip in the following cases: 1) Just before start of the journey "A" was informed about the cancellation of meeting for which purpose the trip was planned. Not to disappoint his family, "A" along with family visited the place "X". 2) During the journey A is communicated about the cancellation of the meeting.	1) The leading purpose of the trip is "holidaying, leisure and recreation". 2) The leading purpose of the trip is "*business"* as the trip was undertaken to attend the meeting. Even though the meeting was cancelled, the household would undertake the trip because of the scheduled meeting.
43.	General			If a newly married person moves from their previous usual place of residence (UPR) to their current UPR	No, even if both the households are selected. As she will no longer be a member of

Sl. no.	block	item	col.	Questions	Answer
				with their spouse, can this be classified as a trip?	the previous household and also the trip not initiated from the present UPR and back.
44.	6.1/6.2	7.08		Whether the Text Book purchased during a trip for use of children after the trip will be taken here.	Yes
45.	6.1/6.2	8.5.1		a) Should the medicines used regularly for B.P. / Diabetes etc. be considered as expenses during the trip? b) Whether expenditure on general medicines, which are taken regularly by some hh. members during a trip, is to be considered as 'medical expenditure'?	Yes
46.	6.1/6.2	9		Will expenses incurred for telephone calls relating to the trip be recorded here?	If it is readily available, record in item 9. If not readily available, apportion and record in item 9.
47.	6.1/6.2	9		While on a trip a hh incurs expenditure on services like barber/ beautification, shoe polishing etc. Where will these expenditures be reported?	It will be reported in item 9 of Bl. 6.1/6.2.
48.	6.1/6.2	9		If a household performed a trip to pay a visit to ailing mother and incidentally mother died and the household spent some amount for her funeral. Whether this expenditure will be reported in block 6.2?	Yes, it will be reported in item 9 of block 6.2.

Sl. no.	block	item	col.	Questions	Answer
49.	6.1/6.2			Gifts, Sweets, Dress materials purchased for friends and relatives while undertaking trips to their respective places (meant as gifts to be given as a token of appreciation for their stay and food), where to include such expenses incurred?	It will be included in the respective items (7.01 – 7.10) of Block 6.1/6.2
50.	6.1/6.2	12		A sample household, being a doctor, is sponsored by a company to a trip to Jaipur during the reference period. Whether the expenditure incurred by the company will be considered for item 12 of Block 6.1?	Yes, Code for item 14 will be '1' and actual expenditure will be taken under item 15. Nevertheless, detail break-up of expenditure (including the reimbursed amount) should also be reported in items 3 to 11.
51.	6.1/6.2	12 to 15		When reimbursement of trip expenses is less than the actual expense made by the household, how entry is to be made?	Here only actual reimbursed amount is to be reported.
52.	6.1/6.2	general	-	A household, when on a trip to a marriage ceremony of a relative, had given some money to the family as monetary help for the marriage. Will this expenditure to be included in Bl. 6.1/6.2?	No, such cash assistance or transfer amount should not be included.
53.	6.1/6.2	general	-	Three persons from the same household of Dibrugarh undertook overnight trip for treatment of one of them. After two days two persons came back leaving the patient in hospital at Kolkata. What will be the entry for	Total expenditure made by the household on the two members completing the trip should only be considered.

Sl. no.	block	item	col.	Questions	Answer
				expenditure of the trip of the two persons who came back within reference period? The patient did not come within the reference period.	
54.	6.1/6.2	general		A household planned a trip, booked hotel, purchased reserved train ticket but the tour was postponed. They conducted the trip after a week of postponement with fresh booking of hotels and again got reserved ticket. Where the expenditure incurred on previous booking will be entered?	The expenditure incurred with respect to the journey which was not at all performed will be out of survey coverage.
55.	6.1/6.2	general		While booking an air ticket for a trip, the airlines also gave a free ticket as an offer which was also utilised by the selected household during the reference period for another trip. In such case, how to record the entries towards airfare for both the trips?	In such case, the entire airfare paid is to be reported for the first trip. For the other trip in which the ticket from the free offer was used, no imputation will be made for the airfare.
56.	6.1/6.2	general	-	Husband and wife together went to wife's maternal place outside UPR. Husband returned on the same-day but wife stayed there for 3 days. During journey, they purchased sweets amounting Rs. 100/- . Will this expenditure be recorded in block 6.2 or block 7?	Trip will be different for husband (same-day) and wife (overnight). In such case the common expenditure may be considered in overnight trips, i.e. in Block 6.2.

Sl. no.	block	item	col.	Questions	Answer
57.	6.1/6.2	general	-	A tourist paid cash gift to a child of the host household, whether this will be counted as expenditure done by tourist or not?	Cash gift shall not be considered as trip expenditure.
58.	6.1/6.2	general	-	The UPR of Mr. X is in Lucknow. He commutes daily to Kanpur for work. However, on 06.7.2014, he had gone to Allahabad in connection with the marriage of his niece after attending the office. On 08.7.2014, he returned to his home after attending his office in Kanpur on 08.7.2014. Whether expenditure incurred on transport from Lucknow to Kanpur and Kanpur to Lucknow in this case, will be included in Block 6.1/6.2?	Yes. In this case, taking his movement from UPR and back to UPR for the purpose of attending the marriage will be taken as expenditure for trip.
59.	6.1/6.2	5.1/5.2	-	A person from the selected household accompanied the *barat* and stayed for night there. His expenditure, including transportation, food and stay was made by the host (a non-household member). How the expenditure will be reported for the trip of the member of the selected household.	Tourism expenditure will be collected from the household that undertook the trip irrespective of whether the expenditure is borne by them or by some other agency/ household on their behalf. When the actual expenditure figures and break-ups are not available, the imputed expenditure will be collected from the

Sl. no.	block	item	col.	Questions	Answer
					selected household. No imputation for food served by the host as part of the ceremony will be made as it will be treated as food taken as an invitee.
60.	6.1/6.2	5.2	-	A family while on journey to visit a place, consumes food prepared at home, where the expenditure on food will be recorded?	Such expenditure will find place against item 5.2.
61.	6.1	6	-	During a trip a visitor availed free transportation provided by another household/institution. In such cases, how the transportation charge will be recorded?	In such cases, imputed cost of fuel, driver, etc. will be reported along with other charges paid during the travel, like toll tax, parking charges, etc.
62.	6.1/6.2	6.4	-	A vehicle was hired for the trip by the household and the parking charges, toll tax, etc., are paid by the household. Where this expenditure is to be recorded?	To be recorded in item 6.8 "Others and supporting services".
63.	6.1/6.2	7	-	Whether expenditure incurred on purchase of a computer which is used for both productive and consumption purpose is to be considered or not?	Expenditure will be considered if it is exclusively for consumption purpose only.
64.	6.1/6.2	4 to 9	-	Some items purchased in preparation for a trip are found used again in subsequent movements of routine nature (not considered as trip for the	These are to be included in the expenditure irrespective of their later use.

Sl. no.	block	item	col.	Questions	Answer
				survey). Whether it will be accounted for?	
65.	6.1/6.2	12	-	Railway pass holders generally perform their journeys by rail and no system of reimbursement like LTC is there. Whether this is to be considered as reimbursement?	No. Only the expenditure on reservation charge, etc., if paid, is to be considered.
66.	6.1/6.2	12	-	An employee who is eligible for LTC has submitted bills for reimbursement; but has not received any money yet. What amount is to be entered?	The claimed amount as per rule may be reported.
67.	6.1/6.2	16.4	-	If one person book accommodation personally visiting hotel after arriving at the destination, will the entry against this item be "yes-1"?	No. For giving code "1" against this item only those cases where a pre-booking (i.e. booked before reaching the destination) is done. Spot booking of accommodation after reaching the destination will not be considered for giving code 1.
68.	6.1/6.2			Food is prepared at home and consumed during the trip. Whether this food expenditure will be considered?	Yes. Prior expenditure made for the trip will be considered as trip expenditure.
69.	6.1/6.2	6.2		In some places women are provided free bus-ride. So how to report the transport cost here if only such bus	Zero may be reported with proper remarks.

Sl. no.	block	item	col.	Questions	Answer
				trip is availed?	
70.	7	-	1	A person visited the same place three times in a day and the visit qualifies for a same-day trip. It should be taken as only one trip or three trips?	These trips will be treated as three separate trips subject to fulfilling other conditions of same-day trip.
71.	7	-	-	If the household members started trip together but they return differently in different slot in the same day, in such case should it be single trip or multiple?	If they spent major time together and their destination is also same, then it will be a single trip.
72.	General	-	-	If person is on deputation for period of 15 days outside UPR then can it be considered as trip?	Generally, deputation is for more than 6 months, in that case it will not be considered as trip. However, if it is for the period of 15 days, then it will be considered as trip, with a detailed enquiry.

Chapter Four

Schedule NHTS25: National Household Travel

4.0 Introduction

4.0.1 The National Household Travel Survey (NHTS) will be conducted by National Statistics Office (NSO) during July, 2025 – June, 2026. The survey will be conducted to collect information on how, where and for what purpose individuals travel within India.

4.0.2 **Summary Description of the Schedule**

Schedule NHTS25 (National Household Travel) consists of 9 blocks. List of the blocks, description of the blocks are given in Table 1.

Table 1: Description of different blocks of Schedule NHTS25

block no.	block description
1	Identification of sample household
2	Particulars of field operations
3	Demographic particulars of the household
4	Household characteristics
4.1	Household characteristics: Household's last month consumption expenditure
5.1	Details of usual trips to and from educational institution (pertaining to basic course) for persons of age of 6 years and above who are attending basic course in-person
5.2	Details of within-day-trips in a travel day closest to the date of survey in the travel reference period (90 travel-days) to and from educational institution for persons of age of 6 years and above who are attending basic course in-person
6.1	Details of trips to and from fixed workplace that are of usual nature for persons of age of 15 years and above having fixed place of work
6.2	Details of within-day-trips in the travel day prior to the date of survey in the travel reference period (1 travel-day) to and from fixed workplace for persons of age of 15 years and above having fixed place of work
7	Details of within-day-trips in the travel day prior to the date of survey in the travel reference period (1 travel-day) to non-fixed place of work for persons of age of 15 years and above
8	Details of within-day-trips in the travel-day prior to the date of survey in the travel reference period (1 travel day) by household members of age 6 years and above for any purpose excluding work and attending educational institution
8.1	Purpose of the trip for each household member of age 6 years and above for within-day trips undertaken in the travel day prior to the date of survey
9	Details of overnight trips undertaken by the household members during all the travel-days in the travel reference period (28 travel-days)

Table 1: Description of different blocks of Schedule NHTS25	
block no.	block description
9.1	Details of overnight trips by purpose undertaken by the household members during all the travel-days in the travel reference period (28 travel-days)

Apart from two dedicated blocks for recording comments, provision of recording comments has been kept separately in Blocks 5.1, 5.2, 6.1, 6.2, 7, 8 and 9.

Concepts and definitions: Concepts and definitions for various terms to be used in household travel survey, and in turn for Schedule NHTS25, are discussed below.

4.0.3 Travel: Travel, for the purpose of this survey, is defined as any movement from one place to another place within the geographical limits of Indian territory, having a distance of one kilometer (km) or more, for any purpose and using any mode of transport for such movement. Any travel with a distance of less than one km will not be considered as 'travel' in this survey. However, the following types of travel, even if comprising of a distance of 1 km or more, will be excluded from the purview of this survey:

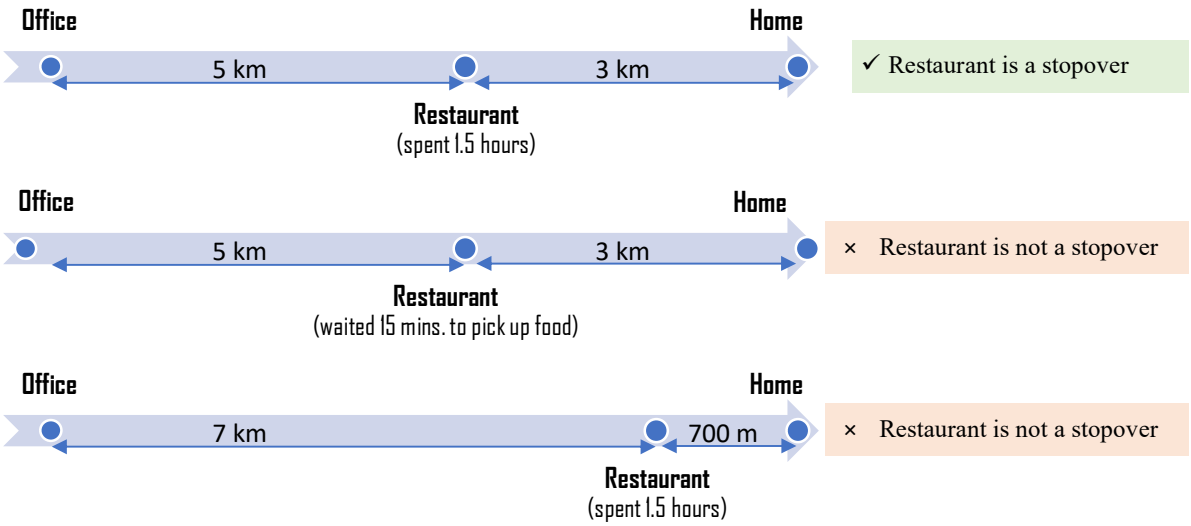
a. Travels which are intrinsic to employment activity, e.g., travels of vendors, rickshaw pullers, taxi driver, bus driver, auto driver etc. while discharging their employment work.

b. Short journeys by walk or cycle solely for the purpose of exercising, starting and ending at same location, with brief stopovers, e.g., jogging, morning/ evening walk, walking the pet etc.

c. Journeys performed as a sub-part of amusement or for adventure ***e.g.,*** jungle safari or, toy train ride with same origin and destination

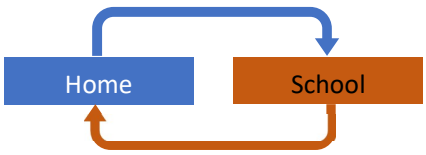
4.0.4 Trip: For any travel performed by a household member, each movement from 'origin' to 'destination' without any stopover will be counted as one 'trip'. For the purpose of NHTS, onward trip and return trip will be counted as two separate trips. It may be mentioned that a trip must have purpose. Any movement without any purpose will not be considered as a trip. For example, a person started from his residence to attend a marriage function at his relative's place. After travelling about 2 km, he noticed that he left his mobile at home and returns back to home to collect his mobile. This movement, from home to the place 2 km away and again back home, will not be treated as a 'trip'. Generally, a trip is uniquely specified by its purpose, origin and destination.

4.0.5 Stopover: Stopover is a place where the person has stayed for at least one hour while travelling to the destination and the distance from the origin to the stopover was at least one kilometer, and the distance from the stopover to the destination is also at least one kilometer. For example, a person leaves his office, visits a restaurant and, from there he goes to home. For this trip, the restaurant may or may not be a stopover depending on the situations are shown below:

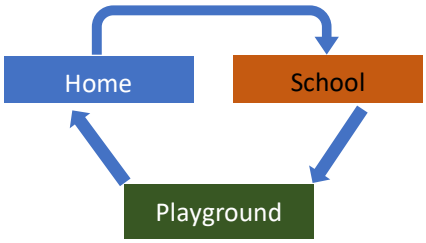


However, a stopover must have a purpose. Any halt or stoppage during a trip which are merely incidental or circumstantial, without any purpose, will not be considered as stopover, even if criteria of time and distance, as mentioned above, are fulfilled. For example, a household member started for office from his home. After travelling about 4 Kms, he got stuck in heavy rain and subsequent water logging for almost one and half hour. Such cases will not be considered as a stopover

4.0.6 Return Trip: If a person undertakes a trip from point A to B and then return from point B to A, without any stopover, the trip from point B to point A, will be defined as return trip with respect to trip from point A to point B.



Return trip



Not a return trip

4.0.7 Travel-day: For all purpose of the household travel survey, a travel day will refer to the duration starting from 3:00 AM of one calendar day to 2:59 AM of the next calendar day.

4.0.8 Within travel-day trips: Trips that ended anytime during a travel-day and do not keep the household member(s) away from their residence for longer than 24 hours will be considered as within travel-day trip. Such trips may span over at most two consecutive travel-days.

Examples:

a. A student household member leaves home for his school at 10 AM and returns home at 4 PM on the same day. This will be a within travel-day trip involving a single travel day.

b. A household member leaves home for night duty, say, at 10 PM on 06.06.2025 and returns home at 11 AM next day i.e., on 07.06.2025. This will also be a within travel-day trip since period of absence from residence was less than 24 hours. However, it may be mentioned that for this trip, two consecutive travel days are involved viz., *3:00 AM on 06.06.2025 to 2:59 AM on 07.06.2025* and *3:00 AM on 07.06.2025 to 2:59 AM on 08.06.2025*.

c. In the above example (b), if the person had returned at, say, 11:30 PM on 07.06.2025, then the trip would not be considered as within travel-day trips since in that situation the person would have remained away from his residence for a period of more than 24 hours.

4.0.9 Travel reference period: Travel reference period is the duration, consisting of one or, more travel-days, for which information on the trip(s) completed during that period will be recorded. Travel reference period will always be obtained by **excluding** the travel-day ending on the date of survey. Thus, travel reference period for any specific number of days prior to the date of survey, will always end at 2:59 AM on the day preceding the date of survey. It will ensure a gap of 24 hours between end time of the last trip and the time of the survey.

Example: Let us assume that a household is being canvassed on 31st July, 2025 (marked in green). For this day of canvassing, the travel reference period of different duration will be determined as follows:

a. Travel reference period of one travel-day, prior to the date of survey, will cover 3:00 AM on 29.07.2025 to 2:59 AM on 30.07.2025 (marked in blue)

July, 2025	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	29	30	1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31		

b. Travel reference period of seven travel-days, prior to the date of survey, will cover 3:00 AM on 23.07.2025 to 2:59 AM on 30.07.2025 (marked in blue)

July, 2025	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	29	30	1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31		

c. Travel reference period of 28 travel-days, prior to the date of survey, will cover 3:00 AM on 02.07.2025 to 2:59 AM on 30.07.2025 (marked in blue)

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
July,2025	29	30	1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31		

d. Travel reference period of 30 (thirty) travel-days, prior to the date of survey, will cover 3:00 AM on 30.06.2025 to 2:59 AM on 30.07.2025 (marked in blue)

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
July,2025	29	30	1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31		

Here onwards, in this Chapter, wherever a travel reference period of certain duration (one day/ 28 days/ 30 days / 90 days) prior to the date of survey is used, it will invariably exclude the travel-day ending on the date of survey (i.e., travel-day ending at 2:59 AM on the date of survey), until and unless mentioned otherwise.

4.0.10 Basic course: If a household member is attending education in more than one course of study, then the basic course will be determined using the priority criteria as per the following order:

- Rule 1: If an individual is pursuing more than one course then the course, which is of the highest level, will be considered as the basic course.
- Rule 2: If an individual is attending more than one course all of which are of the same level and one of these is technical/professional course, then the technical/professional course will be the basic course
- Rule 3: If an individual is attending more than one course all of which are of the same level, then the course which involves higher expenditure, will be the basic course.
- Rule 4: If a person is attending both a regular course and a course through distance learning, then regular course will be treated as the basic course.
- Rule 5: If a person is attending both a full-time and a part-time course, then full-time course will be treated as the basic course.

Some examples for deciding basic course using the priority criteria mentioned above are given in Box 1:

Box 1:

(i) A person is attending two courses, say G_1 and G_2 (*none of these are technical/professional courses*). G_1 is of higher level than G_2. In this case, basic course will be G_1 irrespective of the expenditure or whether these are regular course and course through distance learning. (*priority rule 1 is applied here*)

(ii) A person is attending two courses, say T_1 and T_2 (*both of these are technical/professional courses*). T_1 is of higher level than T_2. In this case, basic course

will be T_1 irrespective of the expenditure or whether these are regular course and course through distance learning. (*priority rule 1 is applied here*)

(iii) A person is attending two courses, say G_1 and T_1 (*of these only* T_1 *is technical/professional course*). G_1 is of higher level than T_1. In this case, basic course will be G_1 irrespective of the expenditure or whether these are regular course and course through distance learning. (*priority rule 1 is applied here*)

(iv) A person is attending two courses, say G_1 and T_1 (*of these only* T_1 *is technical/professional course*). Both of these are of the same level. In this case, basic course will be T_1 irrespective of the expenditure or whether these are regular course and course through distance learning. (*priority rule 2 is applied here since rule 1 fails*).

(v) A person is attending two courses, say G_1 and O_1 (*none of these are technical/professional courses*). Both of these are of the same level but expenditure for G_1 is higher than O_1. In this case, the basic course will be G_1 irrespective of whether these are regular course and course through distance learning. (*priority rule 3 is applied here since rule 1 and rule 2 fail*)

(vi) A person is attending two courses, say G_1 and O_1 (*none of these are technical/professional courses but one of these, say,* O_1 *is pursued through distance learning*). Both of these are of the same level and involve same expenditure. In this case, the basic course will be G_1. (*priority rule 4 is applied here since rule 1, 2 and 3 fail*)

(vii) A person is attending two courses, say T_1 and P_1 (*both of these are technical/professional courses but one of these, say,* P_1 *is pursued through distance learning*). Both of these are of the same level and involve same expenditure. In this case, the basic course will be T_1. (*priority rule 4 is applied here since rule 1, 2 and 3 fail*).

4.0.11 Economic activity: The entire spectrum of human activity falls into two categories: economic activity and non-economic activity. Any activity that results in production of goods and services that adds value to national product is considered as an economic activity. The economic activities have two parts - market activities and non-market activities. Market activities are those that involve remuneration to those who perform it, i.e., activity performed for pay or profit. Such activities include production of all goods and services for market including those of government services, etc. Non-market activities are those involving the production of primary commodities for own consumption and own account production of fixed assets.

4.0.11.1 The full spectrum of economic activities as defined in the UN System of National Accounts (SNA 2008) is not covered in the definition adopted for capturing information on the usual principal activity particulars of the household members. Production of any good for own consumption is considered as economic activity by UN System of National Accounts but production of only primary goods for own consumption is considered as economic activity by NSS. While the former includes activities like own account processing of primary products among other things, in the NSS surveys, processing of primary products for own consumption is not considered as economic activity. However, it may be noted that

'production of agricultural goods for own consumption' covering all activities up to and including stages of threshing and storing of produce for own consumption, comes under the coverage of the economic activities of NSS.

4.0.11.2 The term 'economic activity' in the context of collection of information on current weekly status particulars of the household members will include:

(i) all the market activities described above, i.e., the activities performed for pay or profit which result in production of goods and services for exchange,

(ii) of the non-market activities,

(a) all the activities relating to the primary sector (i.e., **industry Divisions 01 to 09 of NIC-2008**) which result in production (including free collection of uncultivated crops, forestry, firewood, hunting, fishing, mining, quarrying, etc.) of primary goods, including threshing and storing of grains for own consumption.

and

(b) the activities relating to the own-account production of fixed assets. Own account production of fixed assets include construction of own houses, roads, wells, etc., and of machinery, tools, etc., for household enterprise and also construction of any private or community facilities free of charge. A person may be engaged in own account construction in the capacity of either a labourer or a supervisor.

The activities like prostitution, begging, etc., which may result in earning, will not be considered as economic activities for the survey.

4.0.12 Activity status: It is the activity situation relating to participation in economic and / or non-economic activities in which a person is found engaged during a reference period. According to this, a person will be in one or a combination of the following three broad activity statuses during a reference period:

(i) worker or, being engaged in economic activity (work),

(ii) student or, those attending educational institutions

(iii) engaged in activities other than work or attending educational institutions

4.0.13 ***Workers (or employed):*** Persons who, during the reference period, are engaged in any economic activity or who, despite their attachment to economic activity, have temporarily abstained from work for reasons of illness, injury or other physical disability, bad weather, festivals, social or religious functions or other contingencies constitute workers. Unpaid helpers who assist in the operation of an economic activity in the household farm or non-farm activities are also considered as workers.

It may be noted that workers have been further categorized as *self-employed, regular wage/ salaried employee and casual wage labourer*. These categories are defined in the following paragraphs.

4.0.14 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.

4.0.14.1 There is a category of workers who work at a place of their choice which is outside the establishment that employs them or buys their product. Different expressions like 'home workers', 'home based workers' and 'out workers' are generally used synonymously for such workers. For the purpose of this survey, all such workers will be categorised as 'self-employed'. The 'home workers' have *some degree of autonomy* and *economic independence* in carrying out the work, and their work is not directly supervised, as is the case for the *employees.* Like the other self-employed, these workers have to meet certain costs, like actual or imputed rent of the space in which they work, costs incurred for heating, lighting and power, storage or transportation, etc., thereby indicating that they have some tangible or intangible means of production. It may be noted that *employees* are not required to provide such inputs for production.

4.0.14.2 It may further be elaborated that the 'putting out' system prevalent in the production process in which a part of production which is 'put out' is performed in different household enterprises (and not at the employer's establishment). For example, *bidi* rollers obtaining orders from a bidi manufacturer will be considered as home workers irrespective of whether or not they were supplied raw material (leaves, *masala*, etc.), equipment (scissors) and other means of production. In some cases, the payment may be based on piece rate. Similarly, a woman engaged in tailoring or embroidery work on order from a wholesaler, or making *pappad* at home on order from some particular unit/ contractor/ trader will be treated as 'home worker'. On the other hand, if she does the work in the employers' premises, she will be treated as an *employee*. Again, if she is not undertaking these activities on orders from outside, but markets the products by herself/ other household members for profit, she will be considered as an own account worker, if of course, she does not employ any hired help more or less on a regular basis.

4.0.15 Regular salaried / wage 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.

4.0.16 Casual wage labour: A person casually engaged in other's farm or non-farm 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.

4.0.17 Current weekly activity status (CWS): The current weekly activity status of a person is the activity status obtained for a person during a reference period of 7 days preceding the date of survey. It is decided **on the basis of a certain priority cum major time criterion**. According to the priority criterion, the status of 'working' gets priority over the status of 'student', which in turn gets priority over the status of 'others'. *A person is considered working (or employed)) if he/ she worked for at least one hour on at least one day during the 7 days preceding the date of survey or if he/she had work for at least 1 hour on at least one day during the 7 days preceding the date of the survey but did not do the work.* A person is considered 'student' if during the reference week no economic activity was pursued by the person but he/ she was engaged in attending educational institution for at least one hour on any day during the reference week. Also, such household members (not 'working') who are found to be enrolled and currently attending an educational institution, but during last 7 days did not attend due to the reasons of ongoing holiday, vacation, illness etc., such members will also be classified as 'student'. A person who had neither worked nor attending educational institution any time during the reference week, will be assigned status 'others'. Having decided the broad current weekly activity status of a person on the basis of 'priority' criterion, the detailed current weekly activity status for those identified as 'working' is again decided **on the basis of 'major time' criterion if the person is pursuing multiple economic activities**.

4.0.18 Overnight Trip: A trip that kept a member away from their residence for more than 24 hours will be considered as overnight trip. This will include the travel time as well as duration of stay, if any, during the trip. However, the following cases will be not be considered as overnight trip even if it kept the household member(s) away from their residence for more than 24 hours:

i. Trips of lengths less than 50 km

ii. Trips to regular workplace (fixed/non-fixed) with extended periods away from residence. For example, a doctor went for his weekly 36-hour emergency duty in the hospital and returned home after completing his duties, will not be considered as an overnight trip.

For operational convenience, to determine an overnight trip, duration of stay outside the residence may be taken as the time between going out and returning to residence. In NHTS, onward journey and return journey of an overnight trip will be counted and enumerated separately. All overnight trips (onward or, return) completed during a *travel reference period of 28 travel-days* prior to the date of survey will be considered for recording. It is also to be remembered that trip(s) completed, not started, during a travel reference period of last 28 travel-days prior to the date of survey should be considered. Trips may have been started

beyond the reference period too. Only those overnight trips will be considered for which both origin and destination are within the geographical limits of India.

Details of the schedule

For all the Blocks of Schedule NHTS25 in Computer Assisted Personal Interview (CAPI) mode, a dropdown menu (DDM) will be provided for all relevant columns/items where entries are to be recorded in terms of specific codes. In some cases entries are to be made in numbers which are described in respective sections of this manual.

4.1 Block 1: Identification of sample household

4.1.0 This Block will be used to record the identification particulars of the sample household. Information related to Item 1 to item 7 and item 10 will be available from the sample list and entry in respect of these items will be auto populated in CAPI. Information related to Item 11 (sample Sub-Division number) and item 12 (sample household number) will be available from the Listing Schedule (Schedule 0.0) and entry in respect of these items will be auto populated in CAPI.

4.1.1 ***Item 13: survey code*:** The survey codes are as follows:

household surveyed:
- original 1
- substitute.....2

household casualty 3

- If the originally selected sample household is surveyed, code 1 will be entered against this item.
- However, if the originally selected household could not be surveyed and a substituted household is surveyed, code 2 will be recorded.
- If neither the originally selected household nor the substituted household could be surveyed, i.e., if the sample household is a casualty, code '3' will be recorded. In such cases, only the Blocks 1, 2, 10 and 11 will be filled in.

In CAPI, there will be an extra option of '*get a substitute – 9*' in the dropdown menu. This option may be used to get substitution for the selected household in case the selected household could not be canvassed due to some reason. If this option is selected, the household will automatically be substituted with the next available household.

4.1.2 ***Item 14: reason for substitution of original household*:** In case the originally selected sample household could not be surveyed, the reason for not surveying the original household will be recorded against this item, irrespective of whether or not a substituted household could be surveyed. This item is applicable if the entry against item 9 is either 2 or 3. Otherwise, this item will be left blank.

The codes are as follows:

informant busy 1

members away from home 2

informant non-cooperative 3

others 9

In CAPI, item 14 will be disabled if code in item 13 is '1'.

4.2 Block 2: Particulars of field operations

4.2.0 In this Block, particulars of field operations will be recorded. In CAPI the date of survey will appear. However, it can be modified, if required.

4.2.1 ***Item 3*: *total time taken to canvass the schedule by the team of enumerators (SE/JSO) (in minutes):*** Total time taken to canvass schedule NHTS25 will be recorded in item 3. If the Schedule is canvassed by a team of enumerators, then total time taken to canvass the schedule by the team will be recorded in this item. Entry in item 3 will be made in whole number and in minutes. The time required to canvass the schedule should be the actual time to canvass the schedule and will not include the time needed by the enumerator to finalise the schedule.

4.2.2 ***Item 4*: *number of enumerators (SE/JSO) in the team who canvassed the schedule:*** If the Schedule is canvassed by a team of enumerators, then number of enumerators (SE/JSO) in the team who canvassed the schedule will be recorded in item 4. If the Schedule is canvassed by a single enumerator, entry in this item will be 1.

4.2.3 ***Item 6: name of the informant:*** Informant is the person from whom the bulk of the information on the Schedule is collected. It is always desirable to collect information from the household members as appears in column 2 of Block 3. In extreme cases, where this cannot be done, information may be collected from a non-household member who is supposed to know the requisite information.
In Computer Assisted Personal Interview (CAPI) mode, name of the household members will appear along with an option '*not a household member*' for selecting the informant. The enumerator should select the 'informant' from that list as shown below.

Serial number	Name of the informant	Select the informant
1	Name 1	o
2	Name 2	o
3	Name 3	o
…	…	
990	not a household member	o

4.2.4 ***Item 7: mobile number:*** Mobile number of the informant or any other household member who can be contacted will be recorded here. While recording the mobile number it should be ensured that the mobile number is currently in use. If the informant or any other

household member does not possess a mobile or if the informant/any other household member refuses to provide mobile number, entry '999' is to be recorded.

4.2.5 ***Item 8: landline number:*** The landline number, if any, used by the household will be recorded here and it should be prefixed by the STD code without zero.

4.2.6 ***Item 9: response code of the informant*****:** This item will be filled in at the end of the interview. It is meant to classify the informant according to the degree of his/her co-operation as well as his/her capability to provide the required information. The codes are:

informant co-operative and capable ....….	1
informant co-operative but not capable…	2
informant busy……..	3
informant reluctant……	4
others……	9

4.3 Block 3: Demographic particulars of the household

4.3.0 In this block, demographic particulars (viz., gender, age, and marital status), educational level, etc., will be recorded for all the household members. This block will also be used to record current weekly status (CWS), possession of driving licence, rail/bus pass etc. with respect to the household members.

4.3.1 ***Column 1*****: *serial number***: All the members of the sample household will be listed in this block using a continuous serial number in column 1 starting with 1. In CAPI mode, the serial number will be auto-populated. 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 enumerated, the daughters will be listed followed by other relations, dependants, servants, etc.

4.3.2 ***Column 2*****: *name of member***: The names of the household members corresponding to the serial numbers recorded in column 1 will be recorded in column 2.

4.3.3 ***Column 3*****: *gender (male-1, female-2, transgender-3):*** The gender code of each member of the household will be recorded in this column. Code 1 will be recorded for male and code 2 for female. For Hijras, Eunuchs, etc., code 3 will be recorded.

4.3.4 ***Column 4*****: *age (years)*****:** The age in completed number of years of all the members of the household listed in this block will be ascertained and recorded in this column. For infants below one year of age, '0' will be entered.

4.3.5 ***Column 5*****: *marital status***: The marital status of each member of the household will be recorded in this column. The codes for recording marital status are as follows:

never married	1
currently married	2

widowed 3
divorced/ separated .....….... 4

Note: currently married (code 2) will include 'living together'.

4.3.6 ***Column 6: highest level of completed education (code):*** The highest level of education completed by the member of the household considering all the general/ technical/vocational educational level successfully completed by him/her will be recorded here in terms of codes. The codes for the highest level of education completed, to be recorded in this column, are given below:

educational level	**code**
not literate	...01
literate:	
below primary	...02
primary	...03
upper primary/middle	...04
secondary	...05
higher secondary	...06
diploma /certificate course (upto secondary)	...07
diploma /certificate course (higher secondary)	...08
diploma /certificate course (graduation and above)	...10
graduate	...11
post graduate and above	...12

4.3.6.1 Some examples are cited here to understand successful completion of a level of education.

- If a person has studied up to first year B.A. or has failed in the final B.A. examination, the highest level of education completed for that person will be considered as 'higher secondary' for the purpose of entry in this column.
- Similarly, if a person has studied up to 12th standard but has not appeared for the final examination or has failed in 12th standard examination, the highest level of education completed for that person will be considered as 'secondary'.

4.3.6.2 A person who can both read and write a simple message with understanding in at least one language is to be considered literate. Those who are not able to do so, are to be considered not literate and will be assigned code 01. Those who are literate but has not completed primary level education will be assigned code 02.

4.3.6.3 It may be noted that for the purpose of this survey**,** the primary level is defined as Class I-V for all the States/UTs uniformly. Thus, the persons who have passed Class V will be assigned code 03.

Codes 04 to 08 and 10 to 12 are to be assigned to the household members considering the highest level of general/technical/vocational education successfully completed by him/her. Persons who have studied Oriental languages (e.g., Sanskrit, Persian, etc.) through formal education, will be classified appropriately at the equivalent level of education completed.

Code 07 will be assigned for them who have completed some diploma or certificate course in general/technical/vocational education, which is equivalent to *up to secondary* level.

Code 08 will be assigned for them who have completed diploma/certificate course which is equivalent to *higher secondary* level.

Code 10 will be recorded for them who have completed diploma/certificate course which is equivalent to graduation and above level.

Code 11 will be assigned for them who have obtained degree in graduation level and code 12 will be assigned for them who have obtained degree in post-graduation level and above.

4.3.7 ***Column 7: Whether has any driving license as on the date of survey:*** Information on possession of driving license as on the date of survey, will be collected for all household members aged 18 years and above. Driving license for this purpose will mean any valid license as on the date of survey for at least one class of vehicles e.g., two-wheeler (with or without gear), light motor vehicle (LMV), heavy motor vehicle (HMV) etc. However, the following will **not** be considered as having a driving license:

i. Possession of learner's license, even if valid as on the date of survey
ii. Possession of an expired driving license
iii. Waiting for issuance of driving license after clearing all necessary tests

If the household member possesses a valid driving license satisfying the above criteria as on the date of survey, code 1 will be recorded, otherwise code 2 will be recorded.

4.3.8 ***Column 8: Current Weekly Status:*** The current weekly activity status of each member of the household will be recorded in columns 8 of this block in terms of the following codes:

self-employed-1 *regular wage/salaried employee- 2,*
casual labour- 3 *student- 4,*
others- 9

The relevant concepts like 'economic activity', 'current weekly activity status', etc., are explained in Section 4.0.11 to 4.0.17 of this Chapter.

4.3.9 ***Column 9: Pursuing basic course through correspondence/distance learning:*** If code 4 (student) is reported in col. 8 for any household member, it will be ascertained if the member is pursuing basic course through distance learning. Distance learning, for this survey, will mean pursuing the basic course through indirect/remote ways involving a wide variety of channels and media but not face-to-face. Distance Education has the following types:

(a) Correspondence Courses
(b) Home Study
(c) Open Education
(d) E-Learning

If the household member is pursuing the basic course through distance learning, code 1 will be recorded. However, if the household member is found to attend the basic course in-person, code 2 will be recorded. It may be noted that this information will pertain only to the basic

course pursued by household member. Definition of basic course is given in Section 4.0.10 of this Chapter.

4.3.10 ***Column 10: whether have at least one fixed place of work outside the premises of dwelling unit at a distance of 1 km or more***: For all household members identified as employed according to CWS, i.e., reporting code 1, 2 or, 3 in col. 8, it will be ascertained whether the household member has any fixed place of work outside his/her dwelling unit. If there is at least one fixed place of work for the household member outside the dwelling unit which is at a distance of 1 km or more from the residence, code 1 will be recorded, else code will be 2. It may be emphasized that to record code 1 in this column, the fixed place of work should be at least 1 km away from the dwelling unit of the household.

4.3.11 ***Column11: whether having season ticket/pass/free pass for bus/rail as on the date of survey (yes-1, no-2):*** A season ticket is a ticket that one can use repeatedly during a certain period, without having to pay each time. These are often termed as 'pass' and classified as monthly, quarterly, half yearly or, annually depending on the validity of such passes. Season tickets are a cost-effective way to travel, allowing unlimited travel within a defined period. If the household member has any season ticket or pass or free pass for traveling by bus or rail, then code 1 will be recorded, else code 2 will be recorded.
The season ticket / pass/ free pass should be valid as on the date of survey. In some States, free passes for public mode of transport are provided to certain category of people. Such free passes will also be covered under '*free pass for bus/rail*'. This question will not be applicable if code 9 (others) is reported in column 8.

4.3.12 ***Column12: status of season tickets / pass for rail / bus:*** If any member possesses any pass for bus or rail (code 1 in column 11) then the type of pass will be ascertained here. For rail pass, code 1 and for bus pass code 2 will be recorded. If someone possesses both, then code 3 will be recorded.

4.3.13 ***Column 13: whether worked from home in the current status during last 30 days***: For persons with code 1 or 2 in col. 8, it will be asked whether the household member worked from home any time during last 30 days. Here, 'work' will mean employment related work under the CWS reported in col. 8. If the primary place of work of the household member happens to be within the premises of the dwelling unit, such cases will **not** be considered as 'work from home'. For example, a person has set up an office in one of the rooms in his residence from where he operates his business. This will not be considered as 'work from home'.

4.3.14 ***Column 14: if 1 in col., 13, whether used internet for such work:*** For household members reporting to have performed employment related work from home during last 30 days, it will be asked if internet was used for such work. If internet was used for doing employment related work from home, code 1 will be reported, else code will be 2. Use of internet, if done for such purpose during last 30 days, will be considered irrespective of duration of it's use and mode of access (mobile, broadband, wi-fi etc.). Thus even if internet

was used while working from home for a short duration of time through any means of access, code 1 will be reported in col. 14.

4.4 Block 4: Household characteristics

4.4.0 Certain household characteristics, such as, household size, religion, social-group, household type, possession of vehicles for personal and commercial use etc., will be recorded in this block.

4.4.1 ***Item 1*: *household size*:** The size of the sample household, i.e., total number of household members, will be recorded in this item. This household size will be the same as the last serial number recorded in column 1 of Block 3. Definition of household is given in Chapter One.

In CAPI, this item will be auto-filled as the last serial number recorded in column 1 of Block 3

4.4.2 ***Item 2*: *Household type (code)*:** The household type code will be decided on the basis of the sources of the household's income during the 365 days preceding the date of survey. (procedure for determination of household type is given Chapter One). Note that the codes are not the same for rural and urban areas. For rural households, the household type codes are:

self-employed in:
agriculture …….1 non-agriculture …….2

regular wage/salary earning…….3

casual labour in:
agriculture …….4 non-agriculture…….5

others…….9

For urban areas, the household type codes are as follows:

self-employed …….1 casual labour …….3
regular wage/salary earning…….2 others …….9

For both rural and urban areas, a household, which does not have any income from economic activities, will get type code 9 (others). Procedure to determine household type has been given in Chapter 1.

4.4.3 ***Item 3*: *religion***: The religion of the household will be recorded against this item in code. If different members of the household claim to belong to different religions, the religion of the head of the household will be considered as the religion of the household. The codes are:

Hinduism	1	Jainism ……...	5
Islam	2	Buddhism ……	6
Christianity	3	Zoroastrianism	7

Sikhism ..... 4 others 9

4.4.4 ***Item 4: social group***: Whether or not the household belongs to Scheduled Tribe, Scheduled Caste or Other Backward Class will be indicated against this item in terms of the following codes:

scheduled tribe ……... 1

scheduled caste ……. 2

other backward classes … 3

others ……. 9

Those who do not come under any one of the first three social groups will be assigned code 9, meant to cover all other categories. In case different household members belong to different social groups, the social group to which the head of the household belongs will be considered as the 'social group' of the household.

4.4.5 ***Possession of vehicles by the household as on the date of survey***

Questions in item 5 and item 6 of Block 4 are aimed at capturing information on possession of certain vehicles that are used either for personal or commercial use by the household members. The following points may be remembered while collecting information on these items:

a. Information will be collected with respect to vehicles possessed by the hoseuhold irrespective of their ownership. A vehicle possesed by the household may or may not be owned by the household. Thus, if a vehicle is owned by a person who is not a member of the selected hosuehold, but it is possessed and used by the member(s) of the selected household, it will be considered as possessed by the selected household.

b. The vehicle must be in **usable condition** as on the date of survey. Damaged vehicles beyond repair, vehicles maintained solely as an artefact (e.g. vintage car) will not be covered under item 5 and item 6.

c. Leased out vehicles, if not possessed by the household, will not be considered

d. A vehicle may be used for multiple purposes. In such cases, purpose of use of the vehicle is to be determined based on the extent of it's use during the last 30 days from the date of survey. For example, a household is having a bike and have registered it with an online ride App to provide pick up/ drop services to customers. It is also used by the household to drop a children household member to school everyday. In this case, based on the extent of use, the bike will be classified as being used for commercial purpose.

e. In case a vehicle is found to be used to equal extent for domestic as well commercial purpose during last 30 days and no decision can be taken based on éxtent of use criteria, proroty will be given to commercial use.

For each of item 5 and item 6, col. 2 consists of a list of vehicles to be enumerated for possession by the household along with number of such vehicles possessed by the household.

4.4.6 ***item 5: whether the household possesses any of the following vehicles as on the date of survey for household use and number of such vehicles:*** Type of vehicles possessed and used by the household for personal / domestic purpose along with number of such vehicles will be recorded in item 5. As mentioned above, purpose of use of any vehicle (for domestic use or commercial use) is to be determined based on the extent of use of the vehicle. If any of the vehicles listed in col. 2 of item 5 is possessed by the household as on the date of survey and used mainly for personal / domestic purposes, code 1 will be recorded in col. 3 against that vehicle, else code 2 will be recorded. If code 1 is recorded in col. 3 against any vehicle, number of such vehicles possessed by the household as on the date of survey will be recorded in col. 4.

4.4.7 ***item 6: whether the household possesses any of the following vehicles as on the date of survey for commercial use and number of such vehicles:*** Type of vehicles possessed and used by the household for commercial purpose, will be collected in item 6. If any of the vehicles listed in col. 2 of item 6 is possessed by the household as on the date of survey, and used mainly for commercial purposes, code 1 will be recorded in col. 3 against that vehicle, else code 2 will be recorded. If code 1 is recorded in col. 3 against any vehicle, number of such vehicles possessed by the household as on the date of survey will be recorded in col. 4.

For item 5 and item 6 in CAPI, the default selection in column 3 will be 'No – 2' and column 4 will be disabled. If any vehicle is found to be possessed by the household in item 5 or, 6, respective entry in column 3 is to be changed to 'Yes – 1' and column 4 will be enabled for that row.

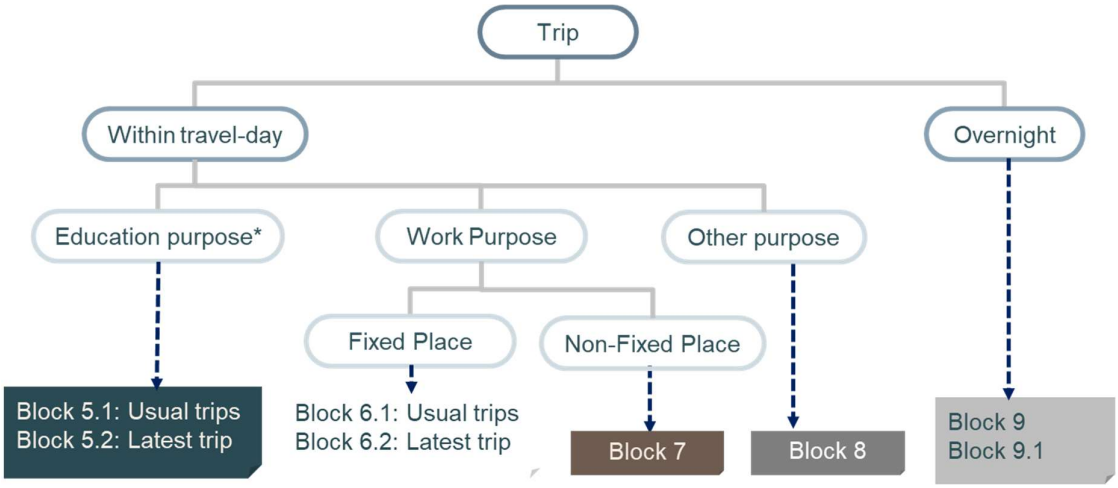
4.5 Block 4.1: Household's last month consumption expenditure (in Rs.)

The consumption expenditure incurred by the selected household during the last month will be recorded in this Block. In this case, the expenditure made during the last calendar month will be recorded. Monthly expenditures on electricity, telephone, mobile bills will also be included. It may be noted that, this will exclude all incidental expenditures such as, marriage, other social ceremonies, hospitalization, institutional education fees etc. It may be mentioned, that for operational convenience, this Block will appear at the end, after canvassing of Block 1 to Block 9.1 has been completed.

4.6 Details of trips performed by the household members

4.6.0 In Block 5.1 to Block 9.1, particulars of travels performed by different household members for different purpose will be recorded. It may be noted that only those trips are to be enumerated for which distance between origin and destination is at least 1 km. In Block 5.1 to Block 8, information will be collected on some usual characteristics and other aspects of within travel-day trips undertaken during applicable travel reference period, e.g., travel to educational institution by student, travel to workplace by employed household members and, travel for any other purpose during the travel reference period. In these blocks, special care should be given to determine the origin and destination of the trips by accounting for the stopover, if any. Definition of stopover has been given in Section 4.0.5 of this Chapter.

4.6.1 Each trip performed during the relevant travel reference period, will be recorded in either of the Blocks depending upon the purpose for which the trip was performed. Type of trips that are to be recorded in different blocks are shown in the following diagram:



* related to basic course only

4.6.2. Along with the purpose of trip(s), travel reference period for the recording the trip(s) in each of the blocks will also be different. Applicable travel reference period for each of the Blocks are given in the following table:

Block	Travel reference period
Block 5.1	Usual characteristics of the trips to educational institution of basic course will be determined based on travel pattern undertaken during last 90 travel-days prior to the date of survey
Block 5.2	Latest travel-day in the period of last 90 travel-days prior to the date of survey on which trip to and from educational institution was performed
Block 6.1	Usual characteristics of the trips to fixed place of work will be determined based on travel pattern undertaken during last 30 travel-days prior to the date of survey
Block 6.2	Previous travel-day prior to the date of survey
Block 7	Previous travel-day prior to the date of survey
Block 8 & 8.1	Previous travel-day prior to the date of survey
Block 9 & 9.1	Last 28 travel-days prior to the date of survey

As mentioned earlier, all the above mentioned travel reference period will be obtained by excluding the travel-day ending at 2:59 AM on the date of survey.

4.7 Block 5.1: Details of usual trips to and from educational institution (pertaining to basic course) for persons of age of 6 years and above who are attending basic course in-person

4.7.0 Block 5.1 will be canvassed to collect information on travels of usual nature undertaken by household members of age 6 years and above who are pursuing their basic course in-person. Travel to and from the educational institution in relation to the basic course only will be collected. Definition of basic course is given in Section 4.0.10 of this Chapter.

Thus, coverage of block 5.1 will be as follows:

a. Household members of age 6 years and above with current weekly status as 'student' i.e. with code 4 in column 8 of block 3.

b. Student household members (as per CWS) who are attending basic course in-person or, in hybrid mode, i.e. with code 2 in column 9 of block 3, will be considered in Block 5.1. Household members who are pursuing their basic course through correspondence, distance learning or, solely online will not be covered

c. Travels performed to and from educational institution in relation to basic course only will be considered for recording in this block. These will include travel to school, college, university or Institution where the household member is attending his/her basic course. This will **exclude** the following types of travel:

   i. Travel to and from private tuition or, coaching centre

   ii. Travel to and from educational institution not related to basic course, e.g., attending courses related to preparation for competitive examinations like NEET, JEE, civil services etc.

While recording the details of usual trips to and from educational institution related to basic course, the following points may be kept in mind:

a. Information on trips to and from the educational institution that are of usual nature, will be collected in Block 5.1. This aims to capture the nature of travel that the household member undertakes more or less regularly to reach the educational institution to pursue basic course of study. The usual nature of the trips to educational institution of basic course, may be determined by using a travel reference period of last 90 travel-days prior to the date of survey.

b. If a household member regularly starts from home and makes one or more stopover(s) before reaching the educational institution, and vice-versa, then the trip will be enumerated as follows:

   i. Origin of the trip to educational institution will be the last stopover before reaching the educational institution, provided the distance between the stopover and educational institution is 1 km or more.

   ii. Destination of the trip from educational institution will be the first stopover after leaving educational institution, provided the distance between educational institution and stopover is 1 km or more.

The following diagram may be referred for clarification in this regard:



In the above diagram, only the trip from Tuition → School/College → Home will be recorded in Block 5.1. The trip Home → Tuition will be recorded in Block 8, provided other criteria of trip are satisfied.

4.7.1 ***column 1: srl. no. of hh member:*** Serial number of household member as recorded in column 1 of Block 3 will be recorded here. In CAPI, a list of serial numbers of eligible household members (those who are of age 6 years and above and has reported code 4 in col. 8 of block 3 (i.e., student according to CWS) along with code 2 in col. 9 of block 3.

4.7.2 ***column 2: usual time of leaving for educational institution from origin:*** Time of the day at which the student usually leaves for his/her educational institution from the origin, will be recorded in 24 hours (hh:mm) format. It may be noted that origin may or may not be home. In case origin happens to be different from home (a place of intermittent stopover), then time of leaving from the origin will be recorded, and not the time of leaving from home.

4.7.3 ***column 3: average time taken to reach educational institution (in minutes):*** Average time (in minutes) taken to reach the educational institution from origin of the trip will be recorded in column 3. This will include time spent in travel and all waiting time related to travel e.g., time spent in waiting for bus/train, time spent for transit from one point to another etc.

This will **exclude** time spent in brief stops/halts not related to travel, e.g., time spent to have lunch/snacks, time spent in playing, talking to friends etc. Entry in this column will be made in whole number of minutes.

4.7.4 ***column 4: average monthly cost of travel (Rs.):*** Average cost of travel in a month for travel from the origin to the educational institution, in whole number of rupees, will be recorded in column 4. The following guidelines may be followed to determine the average monthly cost of travel:

a. Cost incurred towards travel related expenditure only will be considered. This will include, for example,
    - fares paid for different modes of public/private transport
    - cost towards fuel and driver charges for own vehicle
    - rental cost for hired vehicle
b. Cost related to onward journey from origin to the educational institution only will be recorded in this column. If lumpsum or, combined expenditure is incurred for onward and return trips, then it may be apportioned and reported for the onward journey only. For example, if a student avails school bus service for pick up and drop and pays, say, Rs. 4000 in a month, then entry in column 4 will be Rs. 2000 (remaining Rs 2000 will be reported in column 9 of this block).
c. In many of the cases, frequency of incurring the expenditure will not be monthly. In such cases, average monthly cost of travel may be reported after converting it with appropriate factor. For example, if a student spends Rs. 50 daily towards auto fare for reaching her college and the college follows a five-day week, then entry in column 4 will be Rs. 1000 (Rs. 50×5 days×4 weeks).
d. For persons travelling on free passes provided by the Government/local bodies, zero cost will be recorded for the leg of the trip for which such passes have been availed. For other segment of the trip, the cost will be reported as spent.

4.7.5 ***column 5: primary mode of transport (code):*** Mode of travel is the means by which the travel has been performed. If a trip was performed using more than one mode of transport, primary mode for that trip will be the mode by which longest distance was traversed in the trip. If a trip was performed by using a single mode of transport, that will decisively be the primary mode. In column 5, primary mode of transport for a trip will be recorded in terms of the following codes:

Mode of Transport	Code
Non-Motorized	
Walk	01
Bicycle	02
Cycle-rickshaw / pull rickshaw	03
Two-wheeler (motorized)	
Personal two-wheeler (driver/ passenger)	11
Shared two-wheeler (of non-household member – friend/relative)	12
Ride-hail app (Ola/Uber etc.) or rental two-wheeler	13
Car/SUV	
Personal car (driver/passenger)	21
Shared car (of non-household member – friend/relative)	22
Employer provided car	23
Shared taxi	24
Taxi	25
Ride-hail app taxi (Ola/Uber etc.)	26
Rental or hired car	27
Autorickshaw	
Shared Autorickshaw /e-rickshaw	31
Autorickshaw /e-rickshaw	32
Bus/Minibus/Van/Tempo	
Public (city) bus	41
Private (chartered) city bus/minibus/van/tempo	42
School/Company bus/van/tempo	43
Inter-city bus	44
Monorail/Tram	
Metro rail	51
Suburban (local) rail	52
Monorail	53
Tram	54
Rail: Inter-city train	61
Water: Boat/Ferry/Steamer/Dingi	71
Air: Aircraft	81
Others	
Tractor	91
Animal drawn cart	92
Others	99

4.7.6 ***column 6: if code between '41' to '81' excluding '43' in col. 5, secondary mode of transport (code):*** If more than one mode of transport was used for a trip, secondary mode of transport will be that mode by which second longest distance has been traversed for that trip. To give an example, a student takes a sub-urban train to travel 30 kms and then takes a bus for another 5 km to reach his educational institution. In this case, primary mode of transport will be *suburban (local) rail (code 52)* while secondary mode of transport will be p*ublic (city) bus (code 41)*.

Entry in column 6 (secondary mode of transport) will be made if entry in column 5 is any of the codes 41 to 81, excluding code 43, i.e., if primary mode of transport for the trip was any of the following modes:

Public (city) bus	41
Private (chartered) city bus/minibus/van/tempo	42
Inter-city bus	44
Metro rail	51
Suburban (local) rail	52
Monorail	53
Tram	54
Rail: Inter-city train	61
Water: Boat/Ferry/Steamer	71
Air: Aircraft	81

If secondary mode of transport was not used, code 09 (no secondary mode) will be given.

In column 2 to column 6, information on usual trips from origin to educational institution was recorded. In column 7 to column 11, similar information will be collected for trip from educational institution to *destination* i.e., another place to where the household member travelled from his/her educational institution. If the household member did not travel to home from his/her educational institution, the destination will be the first stopover after starting from the educational institution.

4.7.7 ***column 7: usual time of leaving for destination from educational institution:*** Time of the day at which the student usually leaves for his/her destination from educational institution will be recorded in 24 hours (hh:mm) format.

4.7.8 ***column 8: average time taken to reach destination (in minutes):*** Average time (in minutes) taken to reach destination from educational institution will be recorded in column 8. For recording time in column 8, necessary guidelines given for column 3 of this block may be followed. Entry in this column will be made in whole number of minutes.

4.7.9 ***column 9: average monthly cost of travel (Rs.):*** Average cost of travel in a month for travel from the educational institution to the destination, in whole number of rupees, will be recorded in column 9. Guidelines given for recording cost in column 4 will also be applicable for recording average cost in column 9.

4.7.10 ***column 10: primary mode of transport (code):*** Primary mode of transport used for travelling from educational institution to the destination will be recorded in this column following the same guidelines and codes provided for column 5 of this block.

4.7.11 ***column 11: if code between '41' to '81' excluding '43' in col. 5, secondary mode of transport (code):*** Secondary mode of travel, if any, used for travelling from educational institution to the destination will be recorded in this column. Same set of conditions, guidelines and codes, as provided for column 6 of this block, will be used to make entry in column 11.

4.7.12 ***column 12: whether travelled to and from educational institution on at least one travel day during the travel reference period of last 90 travel days prior to the date of survey:*** The question in column 12 will be asked to ascertain whether the student household member had actually travelled to and from the educational institution on any of the last 90 travel-days prior to the date of survey. Here, it may be emphasized that for this column, *completed trip* ***to and from*** *educational institution will be considered together*.

Thus, if a household is being canvassed on, say, 01.07.2025, then it will be enquired whether the household member (whose information is being recorded in Block 5.1) travelled to and from his/her educational institution on any day during the period of 02.04.2025 to 30.06.2025.

Only those travels will be considered for which the student has completed both the trips from an origin to the educational institution, as well as from educational institution to another destination. The following diagram explains the type of trips to be considered for column 12:



In the diagram, the student has completed his trip from home to school as well as from school to another place (tuition). So, this will be counted as having '*travelled to and from educational institution.*'

If the student travelled to and from educational institution on any of the last 90 travel-days prior to the date of survey, code 1 will be recorded, else, code will be 2.

4.7.13 ***column 13: online attendance at educational institution from home (number of days in last 7 days prior to the travel-day):*** For collecting information on online attendance at the educational institution of basic course, reference period will be last 7 days prior to the travel-day on which the student household member last attended the educational institution during the travel reference period of 90 days.

For example, if a household is being canvassed on 16.08.2025 and a student household member last attended his/her educational institution pertaining to basic course on 25.07.2025, then reference period for this column will be from 18.07.2025 to 24.07.2025. If the household member attended his basic course through online mode anytime in this reference period, number of such days will be recorded in column 13. If online attendance was not there during this reference period, zero (0) will be given in this column. Also, if the student household member did not attend educational institution during the travel reference period of last 90 days prior to the date of survey (i.e., code 2 in column 12), zero (0) will be recorded in column 13.

4.8 Block 5.2: Details of within-day-trips in a travel day closest to the date of survey in the travel reference period (90 travel-days) to and from educational institution for persons of age of 6 years and above who are attending basic course in-person

4.8.0 In block 5.1, details of trips to attend educational institution for basic course that are of usual nature was collected. In Block 5.2, information on the *latest* within day trips performed for the same purpose in a single travel-day prior to the date of survey will be collected. It may be mentioned that a student household member may or may not have attended his/her educational institution on the last travel-day immediately prior to the date of survey or, even continuously for a number of travel-days prior to the date of survey. To avoid missing out on trips to educational institution in such cases, the latest travel-day within a travel reference period of 90 travel-days prior to the date of survey, on which such trip to-and-from educational institution was performed by the household member, may be taken as reference period for that member in this Block. Coverage of household members and trips under block 5.2 will be the same as in Block 5.1. The following guidelines may be followed while recording information in Block 5.2:

i. *Only last leg of the trip to educational institution will be recorded*: The last leg of the trip, with no stopover, will only be recorded as trip to the educational institution. For example, a student, pursuing Masters' degree, starts from her home to university. On her way to university, she attends her coaching class for two hours and then proceeds to her university. In this case the final leg of her trip to the university i.e., from coaching centre to university, will be recorded in Block 5.2. Following diagram may be seen for clarity:



ii. *Only first leg of the trip from educational institution will be recorded*: The first leg of the trip, with no stopover, will only be recorded as trip from the educational institution. In the above example, the student while returning home from university, goes for shopping in a nearby mall and spend one and half hour there. In this case the first leg of her trip i.e., from university to the shopping mall, will be recorded in Block 5.2. Following diagram may be seen for clarity:



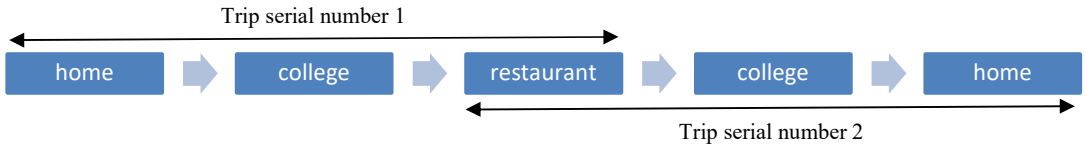
iii. *Only* those trips to educational institution will be covered for which the student has completed his/her trip from the educational institution to another destination.

iv. *Reference period*: Reference period for collecting information in Block 5.2 will be the latest travel-day within a span of 90 travel-days prior to the date of survey on which trip(s) to-and-from educational institution was performed by the household member. For example, let us consider a household, having 'student' household member, where information in Schedule NHTS25 is being collected on, say, 7th July, 2025. Then reference period for collecting information in Block 5.2 will be determined as follows:

a. The student went to school and returned home on all the days prior to the date of survey. In this case travel reference period will be the travel-day starting at 3:00 AM on 05.07.2025 to 2:59 AM on 06.07.2025.
b. The student could not attend school for last few days due to ill health and last time went to school on 03.07.2025. In this case travel reference period will be the travel-day starting at 3:00 AM on 03.07.2025 to 2:59 AM on 04. 07.2025.
c. The student did not attend school for more than one month due to summer vacation. The last date when he attended and travelled to and from school was on 30.05.2025. In this case travel reference period will be the travel-day starting at 3:00 AM on 30.05.2025 to 2:59 AM on 31.05.2025.

4.8.1 ***column 1: srl. no. of hh member:*** Serial number of household member as recorded in column 1 of Block 3 will be recorded here. In CAPI, it will be auto-filled. It may be noted that serial number with respect to only those household members will appear here who are of age 6 years and above and has reported code 4 in col. 8 of block 3 (i.e., student according to CWS) and code 1 recorded in column 12 of block 5.1.

4.8.2 ***column 2: trip srl. no.:*** Serial number of trip to and from educational institution during the relevant reference period will be recorded in column 2. As mentioned earlier, trip from origin to educational institution and trip from educational institution to destination together will count as one trip for this block. Following diagram may be referred for clarity:



4.8.3 ***column 3: origin is home:*** If the trip to educational institution started from home, without any stopover in between, then code 1 will be given, else code will be recorded in this column.

4.8.4 ***column 4: PIN code of origin:*** PIN code of origin (home/ other place) of the trip will be recorded in column 4. If PIN code of the place is not known, code 9 will be recorded. However, if the origin of the trip is home, in all likelihood, PIN code should be known and be reported. In CAPI a list of valid PIN codes will be embedded. If the typed PIN code is not a valid one, CAPI will show an error. However, the correctness of PIN code associated with the place of origin should be ensured by the enumerator and doubly checked before the entry is made final.

4.8.5 ***column 5 & 6: State and District of origin:*** If PIN code of origin is not known i.e., code 9 is given in column 4, State and District of origin will be given in column 5 and column 6 respectively. State and District will be selected from a dropdown menu in CAPI.

4.8.6 ***column 7: PIN code of educational institution:*** PIN code of the educational institution of basic course will be recorded in column 7. If PIN code of the place is not known, code 9 will be recorded.

4.8.7 ***column 8 & 9: State and District of educational institution:*** If PIN code of the educational institution is not known, State and District where the educational institution is

located will be given in column 8 and column 9 respectively. State and District will be selected from a dropdown menu in CAPI.

4.8.8 ***column 10: whether return trip performed (yes-1, no-2):*** If return trip from the educational institution was performed, code 1 will be given, else code 2 will be reported in column 10. Return trip has been defined in Section 4.0.6 of this Chapter.

4.8.9 ***column 11: destination is home (yes-1, no-2):*** Household members for whom neither origin is home nor they performed a return trip, it will be asked if their destination after starting from educational institution was home or not. If the destination was home, code 1will be reported, else code will be 2. In CAPI this column will be enabled only if code 2 is reported in both column 3 and column 10. In other cases, this column will be auto-filled in CAPI.

4.8.10 Information in column 12 to column 14 will be collected with respect to the destination to which the student travelled from the educational institution. If the student performed a return trip, i.e., reported code 1 in column 10, then column 12 to column 14 will be autofilled. In such case, entry in column 12 to 14 will be same as in column 4 to 6 respectively.

4.8.11 ***column 12: PIN code of destination:*** PIN code of the destination will be recorded in column 12. If PIN code of the place is not known, code 9 will be recorded.

4.8.12 ***column 13 & 14: State and District of destination:*** If PIN code of the destination is not known, State and District where the destination is located will be given in column 13 and column 14 respectively. State and District will be selected from a dropdown menu in CAPI.

4.8.13 ***column 15: distance from origin to educational institution (kms):*** Distance from origin (as recorded in col. 4/5/6) to the educational institution will be recorded in column 15. Entry will be made in whole number of kilometres. Actual travelled distance from origin to the educational institution will be recorded here, not the linear distance between the two places.

4.8.14 ***column 16: distance from educational institution to destination (kms):*** Distance from the educational institution to the place where the household member travelled will be recorded in column 16. Entry will be made in whole number of kilometres. Actual travelled distance from the educational institution to the destination will be recorded here, not the linear distance between the two places. If the household member performed a return trip, i.e., reported code 1 in column 10, then column 16 will be auto-filled with entry made in column 15. However, this can be changed in case the household member took a different route / mode and traversed a distance different from that traversed during the onward trip.

4.8.15 ***column 17: purpose of trip from educational institution to destination (code):*** If the household member neither returned to the origin nor to home from the educational institution, but travelled to some other destination, then purpose of such trip to the destination will be recorded in column 17. The codes will be:

Purpose of the trip	**code**
Employment related travel (including commuting and travel related to ancillary activity related to employment)	11

Purpose of the trip	**code**
Seeking employment or setting up of business	12
Travel related to own-use production of goods	21
Travel related to unpaid domestic services for household members	31
Travel related to unpaid caregiving services for household members	41
Travel related to unpaid volunteer, trainee and other unpaid work	51
Travel related to learning	61
Travel related to socializing and communication, community participation and religious practice	71
Travel related to culture, leisure, mass-media, sports practices and tourism	81
Travel related to self-care and maintenance activities	91
return home from out of home activity	99

4.8.16 Some examples for various purposes of trip:

Employment related travel (code 11)

Example: Travelled to office, went to field for inspection duty.

Seeking employment or setting up of business (code 12)

Example: Went to give a job interview, travelled to bank to apply for loan to set up business

Travel related to own-use production of goods (code 21)

Example: went to bring water from public well, carried wood from the forest to construct own door

Travel related to unpaid domestic services for household members (code 31)

Example: Carried clothes to nearby pond for washing, collected clothes from laundry, went to the grocery shop

Travel related to unpaid caregiving services for household members (code 41)

Example: Accompanied mother to hospital, accompanied children to school/ tuition

Travel related to unpaid volunteer, trainee and other unpaid work (code 51)

Example: Travelled to blood donation camp, went to do unpaid trainee work

Travel related to learning (code 61)

Example: Went to coaching class/ private tuition, went to attend drawing class, waited for bus to reach the place of education

Travel related to socializing and communication, community participation and religious practice (code 71)

Example: Went to attend relative's marriage, travelled to attend puja, travelled to attend a funeral

Travel related to culture, leisure, mass-media, sports practices and tourism (code 81)

Example: Went to attend concert, travelled to stadium to see IPL match, went to attend yoga class, visited Kashmir on LTC.

Travel related to self-care and maintenance activities (code 91)

- Went to doctor's clinic for health check up
- Went to beauty parlour

All the trips for which destination is home, will be given the purpose code '99' (*return home from out of home activity*)

4.9 Block 6.1: Details of trips to and from fixed workplace that are of usual nature for persons of age of 15 years and above having fixed place of work

4.9.0 Block 6.1 will be used to collect information on employment related travels of usual nature undertaken by household members of age 15 years and above having at least one fixed place of work as on the date of survey. If a person regularly travels to multiple fixed places of work, then workplace related to the person's current weekly status will be taken as the fixed place of work. If it is found that the person regularly travels to multiple fixed places of work in his/her CWS, then the fixed place of work which is farthest from the origin will be taken as place of work for the purpose of Block 6.1.

Relevant concepts for collecting information in column 1 to column 11 of Block 6.1 will be the same as used for column 1 to column 11 of Block 5.1, with the exception that in Block 5.1 information was collected for travel to educational institution, whereas in Block 6.1 information will be collected for travel to fixed place of work which is of usual nature. Also, the usual nature of the trips to fixed place of work, will be determined by using a travel reference period of last 30 travel-days prior to the date of survey.

General concepts related to origin, destination, usual time of leaving from origin, average time taken to reach destination, average monthly cost of travel (Rs.), primary mode of transport (code) used in Block 5.1 will also be applicable for Block 6.1.

4.9.1 ***column 1: srl. no. of hh member:*** Serial number of household member as recorded in column 1 of Block 3 will be recorded here. In CAPI, it will be auto-filled. It may be noted that serial number with respect to only those household members will appear here who are of age 15 years and above and has reported code 1, 2 or, 3 in col. 8 and code 1 in col. 10 of block 3.

4.9.2 ***column 2: usual time of leaving for work from origin:*** Time of the day at which the household member usually leaves for his/her place of work from the origin will be recorded in 24 hours (hh:mm) format.

4.9.3 ***column 3: average time taken to reach workplace (in minutes):*** Average time (in minutes) taken to reach the fixed place of work from origin of the trip will be recorded in column 3.

4.9.4 ***column 4: average monthly cost of travel (Rs.):*** Average cost of travel in a month for travel from the origin to the fixed place of work, in whole number of rupees, will be recorded in column 4.

4.9.5 ***column 5: primary mode of transport (code):*** Primary mode of transport used to reach the fixed place of work:

Mode of Transport	Code
Non-Motorized	
Walk	01
Bicycle	02
Cycle-rickshaw / pull rickshaw	03
Two-wheeler (motorized)	
Personal two-wheeler (driver/ passenger)	11
Shared two-wheeler (of non-household member – friend/relative)	12
Ride-hail app (Ola/Uber etc.) or rental two-wheeler	13
Car/SUV	
Personal car (driver/passenger)	21
Shared car (of non-household member – friend/relative)	22
Employer provided car	23
Shared taxi	24
Taxi	25
Ride-hail app taxi (Ola/Uber etc.)	26
Rental or hired car	27
Autorickshaw	
Shared Autorickshaw/ e-rickshaw	31
Autorickshaw/ e-rickshaw	32
Bus/Minibus/Van/Tempo	
Public (city) bus	41
Private (chartered) city bus/minibus/van/tempo	42
School/Company bus/van/tempo	43
Inter-city bus	44
Monorail/Tram	
Metro rail	51
Suburban (local) rail	52
Monorail	53
Tram	54
Rail: Inter-city train	61
Water: Boat/Ferry/Steamer/Dingi	71
Air: Aircraft	81
Others	
Tractor	91
Animal drawn cart	92
Others	99

4.9.6 ***column 6: if code between '41' to '81' excluding '43' in col. 5, secondary mode of transport (code):*** if entry in column 5 is any of the codes between '41' to '81', excluding '43' in col. 5, secondary mode of transport to reach the fixed place of work will be recorded in terms of the same codes used for column 5.

4.9.7 ***column 7: usual time of leaving for destination from work:*** Time of the day at which the household member usually leaves for his/her destination from the fixed workplace will be recorded in 24 hours (hh:mm) format.

4.9.8 ***column 8: average time taken to reach destination (in minutes):*** Average time (in minutes) taken to reach the destination from the fixed workplace will be recorded in column 8.

4.9.9 ***column 9: average monthly cost of travel (Rs.):*** Average cost of travel in a month for travel from the fixed place of work to home/destination, in whole number of rupees, will be recorded in column 9.

4.9.10 ***column 10: primary mode of transport (code):*** Primary mode of transport used for travelling from the fixed workplace to home/destination will be recorded in this column following the same guidelines and codes provided for column 5 of this block.

4.9.11 ***column 11: if code between '41' to '81' excluding '43' in col. 5, secondary mode of transport (code):*** Secondary mode of travel, if any, used for travelling from the workplace to destination will be recorded in this column.

4.9.12 ***column 12: Usual duration of working (in hours):*** Duration in a day, during which the household member usually performs his/her employment related activities in the fixed workplace, in whole number of hours, will be recorded in column 12. If there are multiple fixed places where the household member regularly works in his/ her current weekly status, then sum of the times spent in work related activities in a day at all such places will be reported in column 12. Duration of work, in relation to the employment work of the household member, will include:

- time spent in carrying out the tasks and duties of a job, including overtime periods
- time spent in maintaining, facilitating or enhancing productive activities. This comprise of activities such as cleaning, repairing, preparing, designing, administering or maintaining tools, instruments, processes, procedures or the work location itself; changing time etc.
- time when a person in a job cannot work due to machinery or process breakdown, accident, lack of supplies or power or Internet access, etc., but continues to be available for work. This time is unavoidable or inherent to the job and involves temporary interruptions of a technical, material or economic nature.
- time spent in short periods of rest, relief or refreshment, including tea, coffee or prayer breaks etc.

However, duration of work, for the purpose of this survey, will **exclude** the time spent in travelling to reach the workplace and time spent in long breaks while at work, such as lunch break.

4.9.13 ***column 13: whether travelled to and from workplace on the travel-day prior to the date of survey (yes-1, no-2):*** If the household member travelled *to and from* the fixed place of work on the travel-day prior to the date of survey, code 1 will be recorded, else, code will be 2.

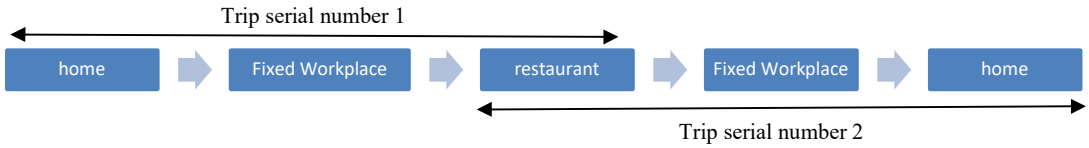
4.10 Block 6.2: Details of within-day-trips in the travel-day prior to the date of survey in the travel reference period (1 day) to and from fixed workplace for persons of age of 15 years and above having fixed place of work

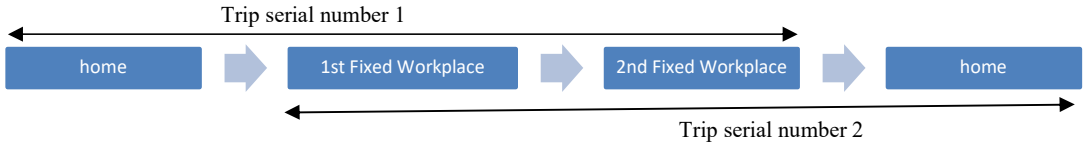
4.10.0 In Block 6.2, information on the trip(s) performed to and from fixed places of work by persons of age 15 years and above during a travel reference period of one travel-day prior to the date of survey will be collected. For example, if a household is being canvassed on 05.08.2025, then travel reference period for Block 6.2 will be 3:00 AM on 03.08.2025 to 2:59 AM on 04.08.2025.

Relevant concepts of trip, origin, destination etc. for collecting information in column 1 to column 17 of Block 6.2 will be the same as used for column 1 to column 17 of Block 5.2, with the exception that in Block 5.2 information was collected for travel to educational institution, whereas in Block 6.2 information will be collected for travel to fixed place of work during the travel reference period of one travel-day prior to the date of survey.

4.10.1 ***column 1: srl. no. of hh member:*** Serial number of household member as recorded in column 1 of Block 3 will be recorded here. In CAPI, it will be auto-filled.

4.10.2 ***column 2: trip srl. no.:*** Serial number of trip to and from fixed place of work during the relevant reference period will be recorded in column 2. If a person had multiple trips to and from one or more fixed places of work, they may be recorded as depicted in the following diagram:





4.10.3 ***column 3: origin is home:*** If the trip to fixed workplace started from home, without any stopover in between, then code 1 will be given, else code 2 will be recorded in this column. Here home will mean the residence of the household member.

4.10.4 ***column 4: PIN code of origin:*** PIN code of origin (home/ other place) of the trip will be recorded in column 4. If PIN code of the place is not known, code 9 will be recorded.

4.10.5 ***column 5 & 6: State and District of origin:*** If PIN code of origin is not known, State and District of origin will be given in column 5 and column 6 respectively. State and District will be selected from a dropdown menu in CAPI.

4.10.6 ***column 7: PIN code of workplace:*** PIN code of the workplace will be recorded in column 7. If PIN code of the place is not known, code 9 will be recorded.

4.10.7 ***column 8 & 9: State and District of workplace:*** If PIN code of the workplace is not known, State and District where the workplace is located will be given in column 8 and column 9 respectively. State and District will be selected from a dropdown menu in CAPI.

4.10.8 ***column 10: whether return trip performed (yes-1, no-2):*** If return trip from the workplace was performed, code 1 will be given, else code 2 will be reported in column 10. Return trip has been defined in Section 4.0.6 of this Chapter.

4.10.9 ***column 11: destination is home (yes-1, no-2):*** Household members for whom neither origin is home nor they performed a return trip, it will be asked if their destination, after starting from the workplace was home or not. If the destination was home, code 1will be reported, else code will be 2.

4.10.10 Information in column 12 to column 14 will be collected with respect to the destination to which the household member travelled from his/her fixed place of work. If code 1 is reported in column 10, then column 12 to column 14 will be autofilled. In such case, entry in column 12 to 14 will be same as in column 4 to 6 respectively.

4.10.11 ***column 15: distance from origin to workplace (kms):*** Distance from origin (as recorded in col. 4/5/6) to the workplace will be recorded in column 15. Entry will be made in whole number of kilometres.

4.10.12 ***column 16: distance from workplace to destination (kms):*** Distance from the workplace to the place where the household member travelled will be recorded in column 16. Entry will be made in whole number of kilometres. Actual travelled distance from workplace to the destination will be recorded here, not the linear distance between the two places. If the household member performed a return trip, i.e., reported code 1 in column 10, then column 16 will be auto-filled with entry made in column 15. However, this can be edited and changed in cases where the household member took different route of travel from that of onward trip.

4.10.13 ***column 17: purpose of trip from workplace to destination (code):*** If the household member neither returned to the origin nor to home from the workplace, but to some other destination, then purpose of such trip to another destination will be recorded in column 17. The codes will be:

Purpose of the trip	**code**
Employment related travel (including commuting and travel related to ancillary activity related to employment)	11
Seeking employment or setting up of business	12
Travel related to own-use production of goods	21
Travel related to unpaid domestic services for household members	31
Travel related to unpaid caregiving services for household members	41
Travel related to unpaid volunteer, trainee and other unpaid work	51

Purpose of the trip	**code**
Travel related to learning	61
Travel related to socializing and communication, community participation and religious practice	71
Travel related to culture, leisure, mass-media, sports practices and tourism	81
Travel related to self-care and maintenance activities	91
return home from out of home activity	99

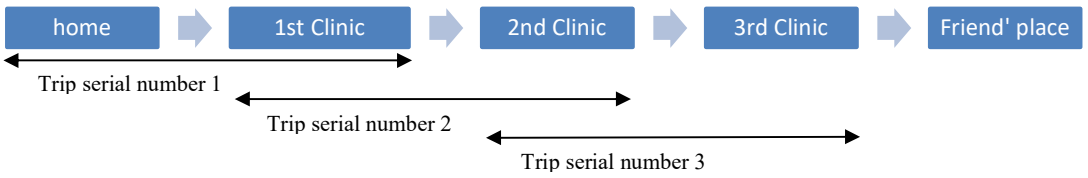
4.10.14 ***column 18: if code '11' in col.17 whether fixed place of work (yes-1, no-2):*** If code 11 is reported in column 18, i.e., if the household member reported to have travelled from his workplace to a destination for employment related activities, it will be asked whether that destination is a fixed place of work or not. It may be mentioned that for the purpose of col. 18, the place of work may or may not pertain to CWS of the person. If the destination is another fixed place of work, code 1 will be given, else code 2 will be recorded.

4.11 Block 7: Details of within-day-trips in the travel day prior to the date of survey in the travel reference period (1 travel-day) to non-fixed place of work for persons of age of 15 years and above

4.11.0 Block 7 will collect information on all those trips related to employment which are performed to a non-fixed place of work by household members of age 15 years and above. Travel reference period for this block will be same as that for Block 6.2 i.e., the one travel-day prior to the date of survey. Only those trips to non-fixed place of work will be considered which ended during the travel reference period of one travel-day prior to the date of survey. If a household member performed multiple trips to one or more non-fixed places of work during the reference period, *maximum three such trips* (for each household member), in chronological order of starting the trip, will be recorded in Block 7.

Some examples of non-fixed place of work to be recorded in Block 7 are given below:

i. A medical representative visited the clinic of 3 doctors during the travel reference period of one travel day. Assuming that the clinics are apart from each other by at least 1 km, the trips will be determined as follows:



ii. One member of the selected household happens to be a survey enumerator in NSS. On the travel reference day, she reported to her office and from there she went to collect data in one of the allotted FSUs for that week, which is 5 km away from her office. In this case, trip from her office to the FSU will be recorded in Block 7.

iii. A plumber provides his services on call basis to different households. On the travel reference day, he attended two households (both more than 1 km apart) for repairing water connection and returned home. In this case, two trips will be recorded in Block 7 for this household member.

In this block the following information will be collected:

- *column 1: srl. no. of household member*
- *column 2: trip srl. no.*
- *column 3: PIN code of origin*
- *column 4 & 5: State and District of origin*
- *column 6: PIN code of workplace*
- *column 7 & 8: State and District of workplace*
- *column 9: whether return trip performed (yes-1, no-2)*
- *column 10: distance from origin to workplace (kms)*
- *column 11: time of leaving for destination from origin (hh:mm in 24 hrs format)*
- *column 12: average time taken to reach the destination (in minutes)*
- *column 13: primary mode of transport (code)*
- *column 14: cost of trip (Rs.)*

Above information in block 7 will be collected for each of the trips to non-fixed location in the reference period. Information in column 1 to column 14 will be collected by following same set of guidelines laid down to collect similar information in earlier Blocks.

4.12 Block 8: Details of within-day-trips in the travel-day prior to the date of survey in the travel reference period (1 travel day) by household members of age 6 years and above for any purpose excluding work and attending educational institution

4.12.0 Any trip completed by household members of age 6 years and above in a travel reference period of one travel-day prior to the date of survey, for any purpose excluding work and attending educational institution, will be collected in Block 8. Information pertaining to trips undertaken for attending educational institution and work has already been collected in Block 5.1 to Block 7. In Block 8, a unique trip is to be identified based on origin, destination, number of household members in that trip and whether return trip performed or not.

4.12.1 In Block 8 the following information will be collected:

- *column 1: trip srl. number*
- *column 2: no. of hh members in the trip*
- *column 3: PIN code of origin*
- *column 4 & 5: State and District of origin*
- *column 6: PIN code of destination*
- *column 7 & 8: State and District of destination*
- *column 9: whether return trip performed (yes-1, no-2)*

- *column 10: distance from origin to destination (kms)*
- *column 11: time of leaving for destination from origin (hh:mm in 24 hrs format)*
- *column 12: average time taken to reach the destination (in minutes)*
- *column 13: primary mode of transport (code)*
- *column 14: cost of trip (Rs.)*

Above information in block 8 will be collected for each trip undertaken for any purpose other than attending educational institution of basic course and trips to workplace during the reference period. Information in column 1 to column 14, except at column 2, will be collected by following same set of guidelines laid down to collect similar information in earlier Blocks.

If for any trip code 1 is recorded in col. 9 i.e., if return trip was performed, then return trip must be recorded immediately after the onward trip and code 2 will be recorded in col. 9 for the return trip.

Also, the trips having origin at educational institution for basic course or, at fixed place of work will be excluded from the coverage of this block, since such a trip has already been captured in Block 5.2 or, Block 6.2 respectively.

The following guidelines may be followed for collecting information in column 2 of this Block:

4.12.2 ***Column 2: no. of household members in the trip***: For each of the trips performed by household members of age 6 years and above, excluding for the purpose of work and attending educational institution for basic course, number of household member in that trip, will be collected. In this column, only those members of age 6 years and above will be taken into account for whom the purpose was neither work, nor attending educational institution of basic course. As mentioned earlier, a trip will be uniquely identified by its origin, destination, number of household members in that trip and whether return trip performed or not.

The following examples may be referred for clarification on trip identification and their recording in Block 8:

Example 1: In a household, father went to drop his daughter to school and returned home from there. In this case, relevant information in column 1 to column 9 of Block 8 will be filled in as below:

trip srl. no.	no. of hh members in the trip	origin			destination			whether return trip performed *(yes-1, no-2)*
		PIN code *(give code 9, if PIN is unknown)*	*if code '9' in col. 3*		PIN code *(give code 9, if PIN is unknown)*	*if code '9' in col. 6*		
			State (code)	district (code)		State (code)	district (code)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1	1 [father]	Location of home			Location of school			1
2	1 [father]	Location of school			Location of home			2

Example 2: Both parents, on their way to doctor's clinic, dropped their daughter (say, aged 17 years) to tuition and from there they proceeded to the clinic. After consulting the doctor, the parents returned home, while the daughter returned alone afterwards. In this case, the daughter's trip will be counted as a separate trip since destination of the daughter and parents are different. In this case, relevant information in column 1 to column 9 of Block 8 will be filled in as below:

trip srl. no.	no. of hh members in the trip	origin			destination			whether return trip performed *(yes-1, no-2)*
		PIN code *(give code 9, if PIN is unknown)*	*if code '9' in col. 3*		PIN code *(give code 9, if PIN is unknown)*	*if code '9' in col. 6*		
			State (code)	district (code)		State (code)	district (code)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1	1[daughter]	Location of home			Location of tuition			1
2	1 [daughter]	Location of tuition			Location of home			2
3	2 [parents]	Location of home			Location of doctor's clinic			1
4	2 [parents]	Location of doctor's clinic			Location of home			2

Example 3: A household member went to his relative's house located at adjacent village in the morning. From the relative's house he attended a marriage (say, 5 km away) in the evening and returned home at night from there itself. In this case, relevant information in column 1 to column 9 of Block 8 will be filled in as below:

trip srl. no.	no. of hh members in the trip	origin			destination			whether return trip performed *(yes-1, no-2)*
		PIN code *(give code 9, if PIN is unknown)*	*if code '9' in col. 3*		PIN code *(give code 9, if PIN is unknown)*	*if code '9' in col. 6*		
			State (code)	district (code)		State (code)	district (code)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1	1	Location of home			Location of relative's house			2
2	1	Location of relative's house			Location of marriage function			2
3	1	Location of marriage function			Location of home			2

4.13 Block 8.1: Purpose of the trip for each household member of age 6 years and above for within-day trips undertaken in the travel day prior to the date of survey (as recorded in Block 8)

In block 8.1 purpose of the trip for each household member who were present in the trips recorded in Block 8, will be recorded.

4.13.1 Column 1: serial number of trip: Serial number of trip, as recorded in column 1 of block 8, will be autofilled in CAPI. It does not require a mention that a particular trip serial number (as recorded in column 2 of Block 8) will be repeated as many number of times as the number of household members involved in the trip.

4.13.2 Column 2: srl. no. of household member who was in that trip: Based on the entry made in column 2 of Block 8 for each trip, serial number of household members who were involved in that trip will be selected from a dropdown menu provided in CAPI. In the dropdown menu, serial number of only those household members who are aged 6 years and above will be shown.

4.13.3 Column 3: purpose of the trip: Purpose of each trip for each household member selected in column 2 will be recorded in terms of codes given earlier. If the trip involved multiple purposes, the purpose for which the concerned destination was visited will be reported in this column.

4.14 Block 9: Details of overnight trips undertaken by the household members during all the travel-days in the travel reference period of 28 travel days

4.14.0 In Block 9, details of overnight trips completed by the household members during a travel reference period of last 28 travel-days prior to the date of survey will be recorded. Definition of overnight trip are given in Section 4.0.18 of this Chapter. Also, it was mentioned that trip(s) completed, not started, during the travel reference period of last 28 travel-days prior to the date of survey should be considered. Since in NHTS, onward and return trip will be counted and enumerated separately, the condition of the trip being '*completed during reference period*' will be applied separately for the onward and return journey. The following example may be referred for clarification:

Example: Let us consider a household which is being canvassed on 01.07.2025. One of the household members is found to perform a trip from his residence (say, in Chennai) to Shillong and return therefrom. Recording of this trip as an overnight trip under different situations will be as follows:

Travel reference period:28 travel days prior to the date of survey i.e., 3:00 AM on 02.06.2025 to 2:59 AM on 30.06.2025					
Example cases	Origin	Start time	Destination	End time	Whether to be recorded in Block 9
Case 1	Residence	15.06.25 (4 AM)	Shillong	15.06.25 (8 AM)	No. Since period of absence is less than 24 hours, this will not be treated as overnight trip.
	Shillong	15.06.25 (5 PM)	Residence	15.06.25 (9 PM)	
Case II	Residence	15.06.25 (4 AM)	Shillong	15.06.25 (8 AM)	Yes. Both the trips will be recorded.
	Shillong	18.06.25 (10 AM)	Residence	18.06.25 (2 PM)	
Case III	Residence	15.06.25 (4 AM)	Shillong	15.06.25 (8 AM)	Only the onward trip will be recorded, since the return trip was completed beyond the travel reference period.
	Shillong	30.06.25 (10 AM)	Residence	30.06.25 (2 PM)	
Case IV	Residence	27.05.25 (4 AM)	Shillong	27.05.25 (8 AM)	Only the return trip will be recorded since onward trip was completed beyond the travel reference period.
	Shillong	14.06.25 (10 AM)	Residence	14.06.25 (2 PM)	

Travel reference period:28 travel days prior to the date of survey i.e., 3:00 AM on 02.06.2025 to 2:59 AM on 30.06.2025					
Example cases	Origin	Start time	Destination	End time	Whether to be recorded in Block 9
Case V	Residence	27.05.25 (4 AM)	Shillong	27.05.25 (8 AM)	In this case, no overnight trip will be recorded, since none of the onward or return trip has been completed during the travel reference period of 28 travel-days prior to the date of survey.
	Yet to perform the return trip				

4.14.1 Item 1: no. of overnight trips performed by the household in the last 28 travel days prior to the date of survey: Total number of overnight trips undertaken during last 28 travel-days prior to the date of survey will be recorded in item 1. For making entry in this item, onward and return trips will be counted separately. Thus if a household member has gone to attend a conference in Delhi from his hometown in Srinagar and returned 15 days before the date of survey, entry in item 1, with respect to this trip, will be *2*. Guidelines for determining a trip uniquely, has been given in Section 4.0.18 of this Chapter.

An overnight trip is uniquely identified by purpose, origin, destination, number of household members in the trip being together and whether return trip performed or not. 'Being together' will mean date of starting the trip will be same for all the household members in the trip, as well as date of ending the trip for all household members in that trip will also be same, by following same route from origin to destination using same modes of transport.

The following information will be collected for the overnight trips performed during the relevant travel reference period.

4.14.2 ***Column 1: Trip srl. number:*** Continuous trip serial number starting from 1 will be recorded in column 1. This column will be auto-filled in CAPI.

4.14.3 ***Column 2: No. of household members in the trip:*** Total number of household members who participated in a given trip will be recorded in column 2. As mentioned earlier, an overnight trip will be uniquely identified by purpose, origin, destination, number of household members in the trip being together and whether return trip performed or not. Thus, if in an overnight trip more than one household member was involved and purpose of that trip was different for different members, number of overnight trips in that instance will depend on number of different purposes with which the household members took part in it.

If any *non-household* member was involved in the trip, those persons will be excluded while making entry in this column.

4.14.4 ***Column 3: purpose of the trip (code)***: Purpose of the trip will be recorded here in codes using dropdown menu. Applicable codes will be same as given in the earlier blocks. As mentioned earlier, for any overnight trip, purpose recorded in column 3 should be same for all household members recorded in column 2 of this block.

4.14.5 ***Column 4: PIN Code:*** The PIN code of the origin where the overnight trip began will be recorded here. If PIN code is not known, code 9 may be recorded.

4.14.6 ***Columns 5 and 6: State code and district code:*** If PIN code of the origin is not known, State and District of the origin will be recorded in columns 5 and 6 using dropdown menus provided in CAPI.

4.14.7 ***Column 7: PIN Code:*** The PIN code of the destination of overnight trip will be recorded here. If PIN code is unknown, code 9 may be recorded.

If the household member(s) visited multiple places with intermittent halts during an overnight trip, the destination will be determined based on the purpose of the trips. For example, two household members from Benaras went to Bangalore for medical treatment. After spending 5 days in Bangalore and completing medical procedures, they visited Mysore and returned home from there. In this case destination for the onward overnight trip will be taken as Bangalore, and not Mysore.

4.14.8 ***Columns 8 and 9: State code and district code:*** State and district codes of the destination will be recorded in columns 7 and 8 using dropdown menus provided in CAPI.

4.14.9 ***Column 10: whether return trip performed***: If return trip was performed code 1 will be recorded, otherwise code 2 will be recorded.

4.15 Block 9.1: Details of overnight trips by purpose undertaken by the household members during all the travel-days in the travel reference period (28 travel days)

In this block, some details of each overnight trip, as recorded in block 9, will be collected.

4.15.1 ***Item 1: Trip Serial Number****:* Serial number of trips, as recorded in column 1 block 9 will be auto-filled in this item in CAPI.

4.15.2 Items 2: Start Date: Date of commencement of the trip will be recorded in item 2. Date of commencement of the trip will be taken as the date on which the household member(s) started from the origin. The relevant date will be recorded in DD-MM-YYYY format from a calendar provided in CAPI.

4.15.3 Items 3: End Date: Date of completion of the trip will be recorded in item 2. Date of completion of the trip will be taken as the date on which the household member reached to his/her destination. The relevant date will be recorded in DD-MM-YYYY format from a calendar provided in CAPI. Since only those trips will be recorded which were completed during the travel reference period, entry in item 3 will always be prior to the travel-day ending on the date of survey.

4.15.4 ***Item 4: Multi-Modal:*** If more than one mode of travel was used for the overnight trip, code 1 will be recorded, else code will be 2.

4.15.5 ***Item 5: Primary Mode:*** Primary mode of travel, based on distance travelled, will be recorded in item from the dropdown menu provided in CAPI. Applicable codes will be same as used in the earlier blocks. If only one mode was used, it will be recorded as primary mode as default.

4.15.6 *Item 6: Class of Travel*: If the code 61 (Rail) is reported as primary mode of travel in item 5, class of travel will be determined and recorded in terms of the following codes:

AC First Class (1A) – 01, AC 2-tier (2A) – 02, AC 3-tier (3A) – 03, Sleeper (SL) – 04, Second Siting (2S) – 05, AC Chair Car (CC) – 06, General (Gen) – 07, Anubhuti Class (EA) – 08, Vistadome AC (EV) – 10, Executive Chair Car (EC) – 11, First Class (FC) – 12, AC 3 Economy (3E) – 13, Vistadome Chair Car (VC) – 14, Vistadome Non-AC (VS) – 15, others – 19, not known – 99

4.15.7 *Item 7: Total Time of Travel (hours):* Total time, in hours, spent in travelling to the destination will be recorded in item 7. This will exclude all halts and stays enroute to the destination, time spent for sightseeing, stop over etc. Thus only time spent in travelling, considering all the modes used, will be recorded in item 7.

If code 1 is reported in item 4 and code 61 or, 81 is reported in item 5 i.e., for a multimodal trip with rail or air as primary mode of travel, information on the following two items will be collected:

4.15.8 *Item 8: code or name of Airport / Railway Station:* The code or name of the destination railway station (if code 61 reported in item 5) or airport (if code 81 reported in item 5) will be recorded in item 8. If multiple Airports / Railway stations were accessed during the overnight trip, the one nearest to the destination among them will be reported in this item. Names and codes of the Airport and Railway Stations will be available in the dropdown menu in CAPI along with a provision of code 'NK – Not Known'. If the household member is unable to exactly report the name of the Airport/ Railway station, code 'NK' will be selected. However, all efforts should be made to identify the destination Airport/ Railway station correctly.

4.15.9 *Item 9: Secondary Mode of transport (code):* Secondary mode of travel, based on the second highest distance travelled in the overnight trip, will be recorded from the dropdown menu in CAPI.

Some examples of identifying and recording trips in Block 5.1 to Block 8, performed for different purposes:

Example 1:



Rule for recording: Both trip 1 and 2 will be recorded in Block 5.2 as return trip.

Example 2:



Rule for recording: Both trip 1 and 2 will be recorded in Block 5.2 as non-return trip.

Example 3:



Rule for recording:

- Trip 1 will be recorded in Block 8
- Trip 2 and 3 will be recorded in Block 5.2 as return trip.

Example 4:



Rule for recording:

- Trip 2 and 3 will be recorded in Block 5.2 as non-return trip.
- Trip 1 will be recorded in Block 8

Example 5:



Rule for recording:

- Trip 2 and 3 will be recorded in Block 5.2 as return trip.
- Trip 1 and 4 will be recorded in Block 8

Trips involving <u>workplace</u> (Fixed Workplace: FW; Non-fixed Workplace: NFW)

Example 6:



Rule for recording:

- Entire trip will be recorded in Block 6.2

Example 7:



Rule for recording:

- All the trips will be recorded in Block 6.2. Trip No. 1 & 2 will be recorded in one row, trip no. 3, another row will be added for which Origin will be 1st FW.

Example 8:



Rule for recording:

- Trip No. 1 & 2 will be recorded in Block 6.2. Details of trip no. 2 will also be collected in Block 7, while trip no. 3 will be recorded in Block 8 with the non-fixed place of work as origin.

Example 9:



Rule for recording:

- All the trips will be recorded in Block 6.2 as two different trips to the same Fixed Workplace. Trip No. 1 & 2 will be recorded in one row, while trip no. 3 & 4will be recorded in another row.

Example 10:



Rule for recording:

- Trip no. 1 & 2 will be recorded in Block 6.2. Trip No. 3 will be recorded Block 8.

Frequently Asked Question (FAQ)

references to the schedule				question	clarifications
sl. no.	**block**	**item**	**col.**		
(1)	(2)	(3)	(4)	(5)	(6)
1.	3		7	A household member has cleared all necessary tests for obtaining a car driving licence and is waiting for issuance of driving licence as on the date of survey. What code will be reported in this column.	Code 2 will be reported
2.	3		8	During last 7 days from the date of survey, a person spent 2 hours daily working in the field and then engaged in study, which code should be assigned for their Current Weekly Status?	The person will be classified as employed and either of the codes 1, 2 or, 3 will be assigned based on the situation
3.	3		9	A household member is pursuing M.A. in Economics from an open university through distance learning. However, she visits the local office of the university once in every quarter for submitting her assignments. What code will be reported in this column?	Code 1 will be reported
4.	3		11	A household member is a beneficiary of free bus travel provided by the Government to female passengers within the city. She does not avail any other season ticket or, pass other than that free pass. What code will be given in column 11?	Code 1 will be reported
5.	3		11	Metro cards in certain cases provide discounted fare over the tokens. Whether such metro card will be considered as having season ticket/ pass for this purpose?	No. Such cards will not be considered as a season ticket/ pass for the purpose of NHTS.

references to the schedule				question	clarifications
sl. no.	**block**	**item**	**col.**		
(1)	(2)	(3)	(4)	(5)	(6)
6.	3		11	An employee receives free bus tickets from her employer to commute from her residence to office. Through this ticket, she can avail one onward and one return journey in a day. Whether this will be considered as having free bus pass in this column?	No, such cases will not be considered as having a bus pass.
7.	3		11	In some places, females can avail free bus services by showing proof of residence (AADHAAR or voter card) in that place, issued by appropriate authority, and no separate pass as such are issued for this purpose. Whether these cases will be considered as having bus pass in this column?	Yes. Such cases will be considered as having a free pass.
8.	3		13	What would be the minimum hours of work to be done for eligibility in the 'work from home' category	There is no minimum time criteria. Code 1 will be recorded if the household member worked from home for any duration, even for a short time during last 30 days.
9.	4	5 & 6		If one bike is used by two or more friends, who would be considered to have the possession of the bike?	In such cases, the possession will be determined using major time criteria. The friend who had possession of the bike for maximum duration during last 30 days from the date of survey, will be considered possessing the bike.
10.	4	5 & 6		A household member uses his personal car to commute daily between his office and home. Whether this will be	This will be considered as personal use and will be recorded in item 5.

references to the schedule				**question**	**clarifications**
sl. no.	**block**	**item**	**col.**		
(1)	(2)	(3)	(4)	(5)	(6)
				considered a personal use or, commercial use?	
11.	5.1	General	-	A student has been studying in coaching centre for preparation of competitive exam for NEET, JEE Main etc. after passing out higher secondary and visits few days to the centre in every week from his home and back. Whether his trip is to be recorded in block 5.1 or not?	No. This does not relate to basic course.
12.	5.1	General	-	A student household member regularly goes to university which is around 3 km away from his residence. In the lunch time he returns home, have lunch and again goes to university. In the afternoon he returns home after attending classes. How to record the trips in Block 5.1	In such cases, information in columns 2 to 6 will be filled in considering the first travel from home to university, while column 7 to 11 will be filled in considering the final travel from university to home.
13.	5.1		All	A household member is registered in a dummy school and attends coaching classes in the associated coaching centre. Will the coaching centre be treated as educational institution for the purpose of recording the trips in Block 5.1 & 5.2?	Since the purpose of NHTS is to capture the trips related to basic course of education, and in case of students enrolled in dummy schools there is no identifiable educational institution, the coaching centre that is associated with the dummy school, will be treated as the educational institution of basic course as an exception in this case.
14.	5.1	General		A student regularly starts from home, then attends tuition for 2 hours and from there goes to School. All the 3 places are more than 1 km. apart. How the	In this case, place of tuition will be reported as origin for the purpose of recording in Block 5.1

references to the schedule				**question**	**clarifications**
sl. no.	**block**	**item**	**col.**		
(1)	(2)	(3)	(4)	(5)	(6)
				trip of the student reported in block 5.1?	
15.	5.1	General	2	A student usually starts from home at 9.30 A.M. for his school. But during the last 1 week he started at 9.00 A.M. for his examination. How to report timing in col.2?	In column 2, 09:30 will be recorded, which is the usual time of leaving for the student.
16.	5.1		4	In a household, a student daily goes to college on his friend's bike for which he does not have to spent any amount. What will be reported in this column.	Since the student does not have to pay any money, zero (0) entry will be made in this case.
17.	5.1		8	A student from the household usually leaves school at 4 PM, waits 15 minutes for his bus. It takes him another 20 minutes to reach home by the bus. What will be the entry in this case?	In this case, entry will be 35 minutes.
18.	5.1		12	On the day before the date of survey, a student household member was found to complete his trip from home to school and back to home, whether this trip is to be recorded in 5.2?	No, this trip has been completed beyond the travel reference period of 90 travel-days excluding the travel-day ending on the date of survey.
19.	6.1	-	-	An Ice cream seller starts at 10.00 A.M. from his home selling ice cream on the way, traveling about 4 kms and come back home in afternoon. Whether his movement can be reported in this schedule as a trip in block 6.1?	No. in this case travel is intrinsic to the ice cream seller's vending activity. Such travel will not be considered for this survey.
20.	6.1		9	A household member uses his own vehicle to commute daily between office and home. Whether expenditure incurred towards the road tax, insurance, repair and maintenance of the vehicle will	No. such expenditures will not be taken into account while calculating the average monthly cost of travel in this Block (as well as in Block 5.1).

references to the schedule				**question**	**clarifications**
sl. no.	**block**	**item**	**col.**		
(1)	(2)	(3)	(4)	(5)	(6)
				be taken into account for determining the average monthly cost of trip in this column?	Only travel related expenditure like cost of fuel, charges to the driver, etc. will be considered.
21.	9	1	-	15 days prior to the date of survey, a household member went to his relative's house which is around 75 kms away from the selected household and has not yet returned to his home as on the date of survey. Whether this will be considered as overnight trip in Bl 9. ?	Yes. The onward trip from residence to the relative's house will be recorded in Block 9 and 9.1.
22.	General			A person accompanies his child of age 12 to his school regularly where the child is a student and he is a teacher. In which block/blocks this trip is to be reported?	For the child it is in block 5.1 and also in block 5.2, if condition required for this block fulfils. Similarly, the movement of father will be reported in block 6.1 and also in block 6.2, if condition required for this block fulfils.

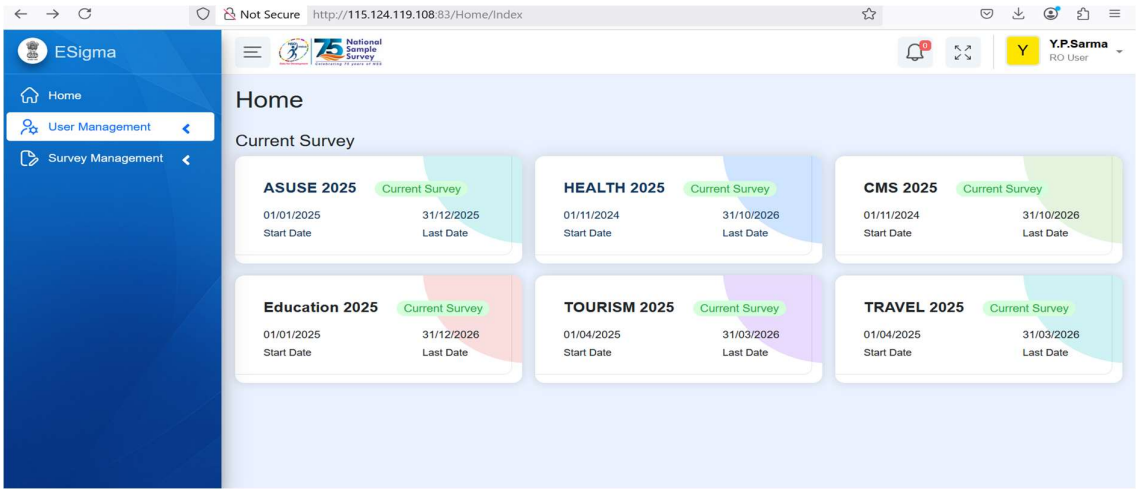
Operational Procedure for using eSIGMA and CAPI of Listing of FSUs, Domestic Tourism Expenditure Survey (DTES), National Household Travel Survey (NHTS) for field staffs

[This chapter is for official and internal consumption only]

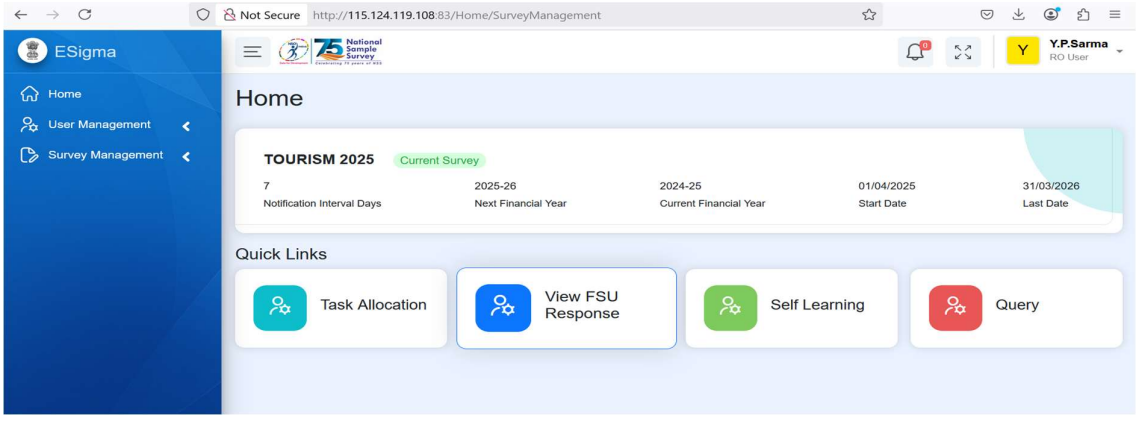
Operational Procedure for using eSIGMA by field staffs

✓ eSIGMA Login

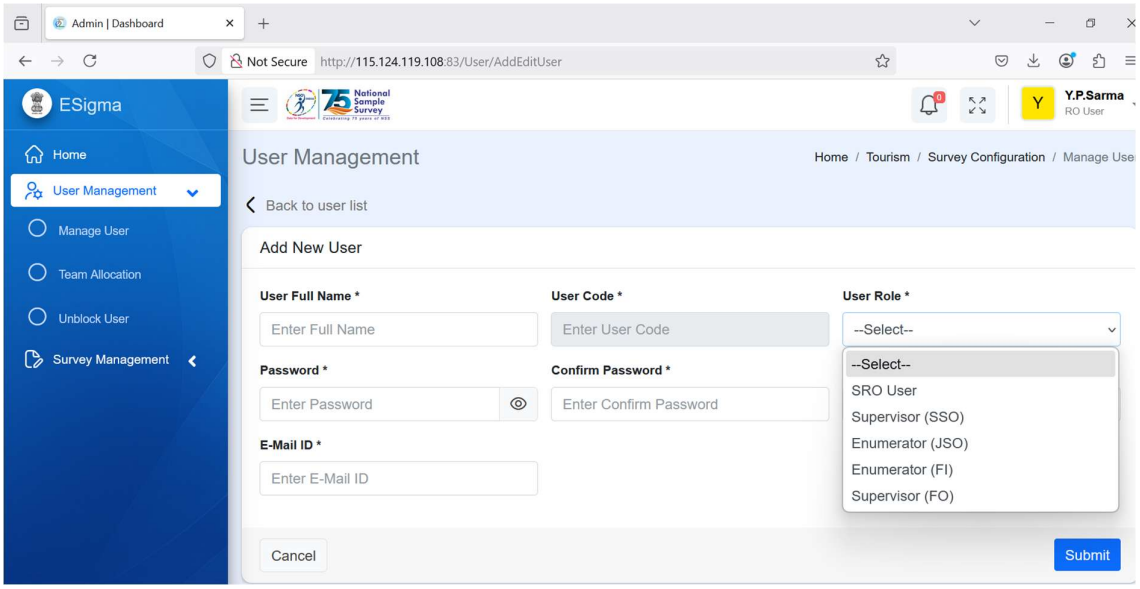
- The sample list (FSUs) of *Domestic Tourism Expenditure Survey* will be uploaded beforehand by the HSD admin login for all concerned Regional Offices (RO). Roles of the field functionaries will also be assigned by the HSD admin login.
- Using the provided link of eSIGMA, RO User can log into the portal for FSU allocation, survey management and dashboard access.
- Through RO_user login the following page will appear, where *Tourism 2025* needs to be selected. Similarly, Enumerator, Supervisor can login through this portal.



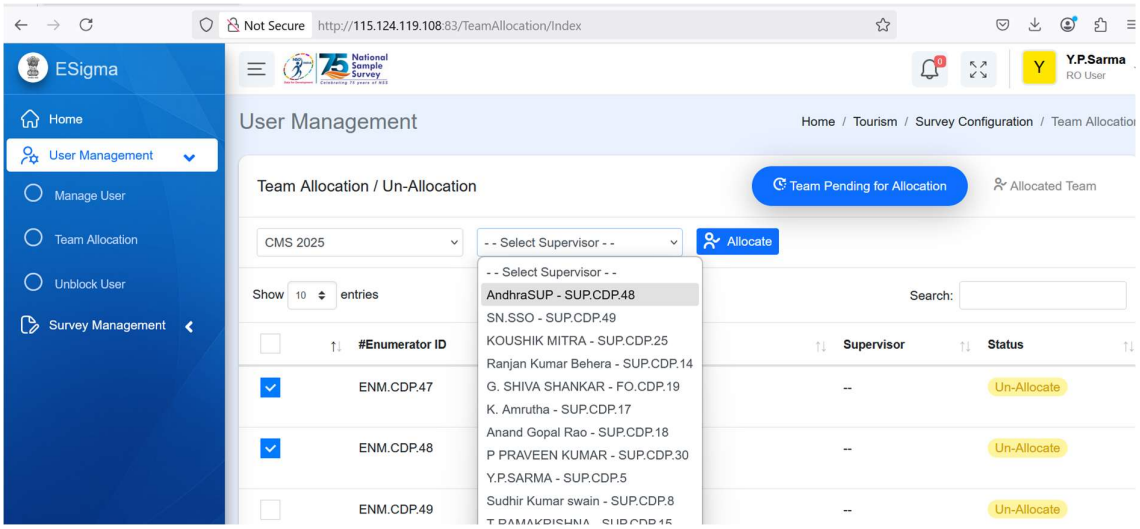
- Further, after selection following page will appear for further action.



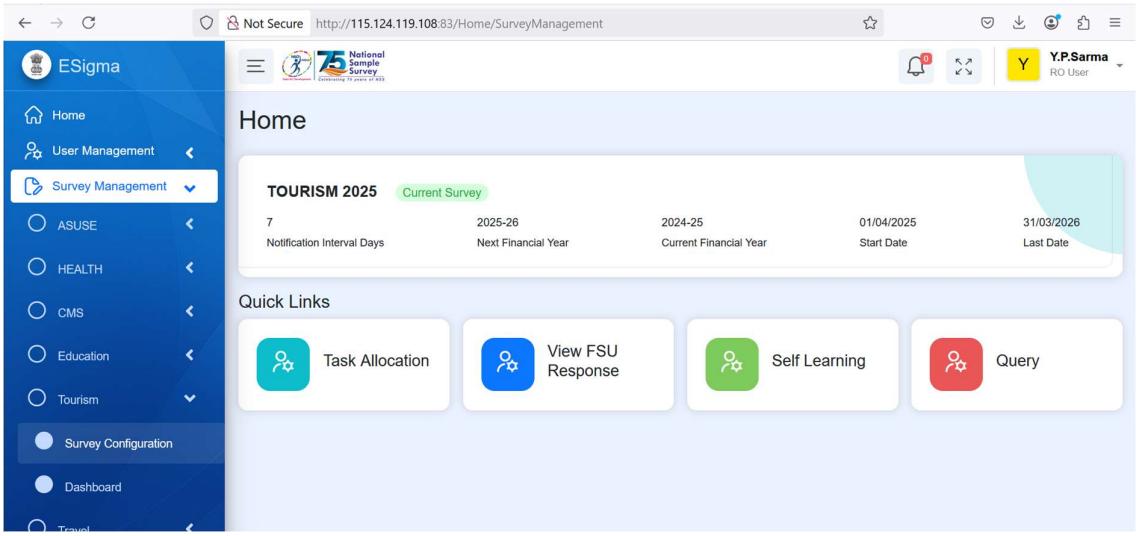
- 'User management' appearing in the left panel may be used for assigning new user in the system. User management -> Manage User -> Add User will lead to enter new user in the system according to the user role provided in the following screenshot.



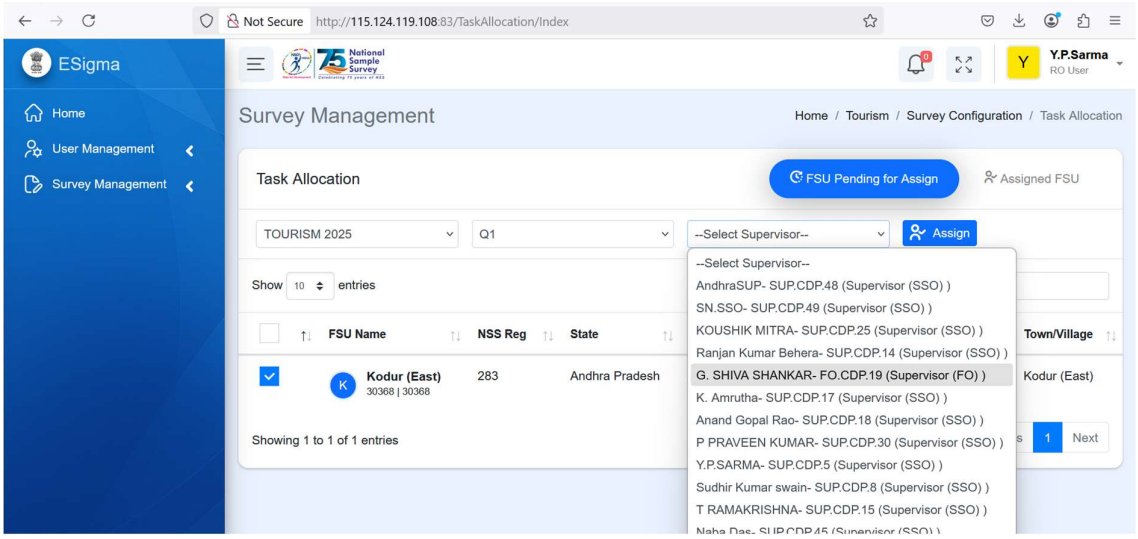
- Enumerators (JSO/FI) needs to be assigned to a particular Supervisor. More than one Enumerator may be assigned to a supervisor. The task will be assigned following the path as mentioned: User management -> Task allocation -> selection of un-allocated Enumerator from the list - > allocate to a supervisor from 'Select Supervisor' search option through 'Allocate' button.



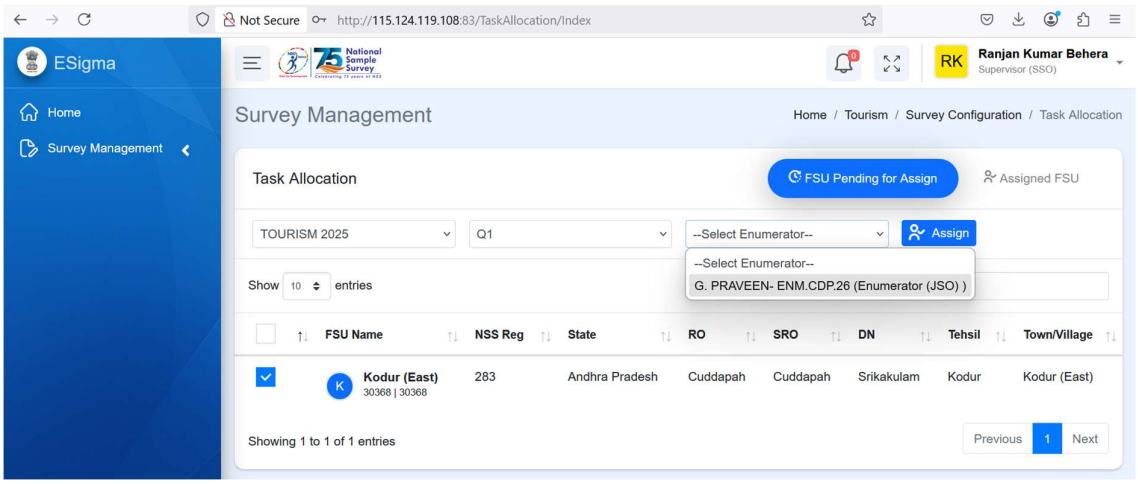
- Now FSUs need to be assigned to the Supervisor through 'Survey Management' tab from the left panel. The path needs to be followed as Survey Management -> Tourism -> Survey Configuration -> Task Allocation (appears in main panel).



- On clicking 'Task Allocation' the list of FSUs allocated to RO by HSD admin will appear. On clicking the 'FSU Pending for Assign' button only the unassigned (to Supervisor) FSU list will appear. From that list required FSUs need to be selected and from 'Select Supervisor' search option a Supervisor name will be selected for assigning the FSUs. Repeating this process for different Supervisors all the FSUs will be allocated to all Supervisors of that RO.

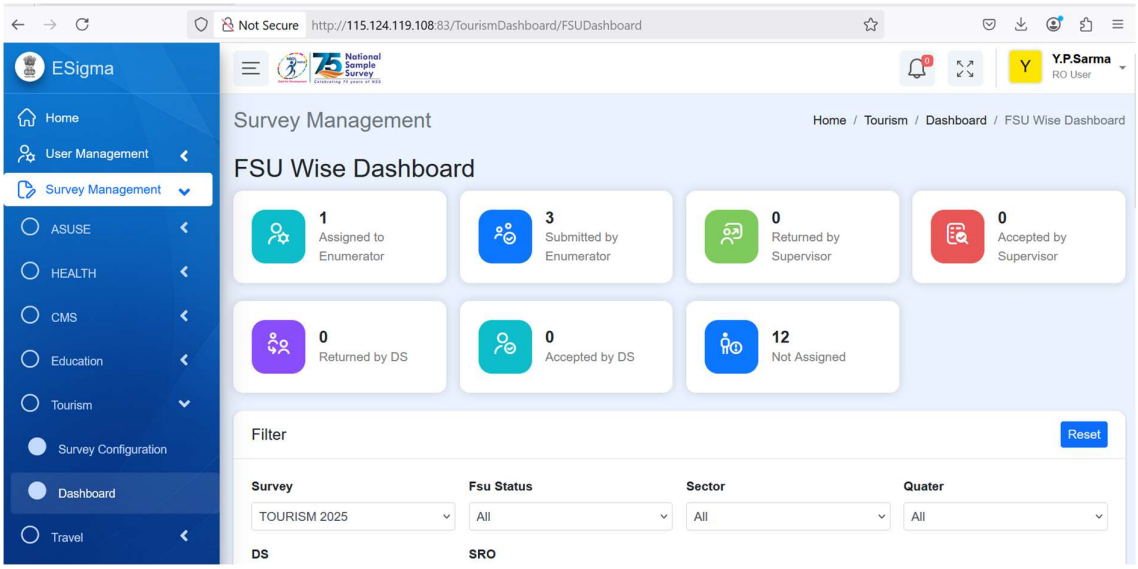


- Now concerned Supervisor needs to login through same eSIGMA portal and will land in the following page. Clicking on 'Task allocation' tab the list of FSUs assigned to Supervisor will appear as a list. As like before, unassigned (through clicking on 'FSU Pending for Assign') FSUs need to be assigned through 'Search Enumerator' option to a concerned Enumerator clicking on 'Assign' button. Repeating this process for different Enumerators all the FSUs will be allocated to all the Enumerators under the Supervisor.



- Now Enumerators are ready to use the CAPI software for performing the DTE Survey login through CAPI.

- Apart from above functionality, eSIGMA also has Dashboard feature for Survey management. Any functionary can view the FSU wise survey status and survey progress reports through eSIGMA portal after login. For example, the following screenshot is given from RO login:



[The same protocol may be followed for National Household Travel Survey]

Enumerators for DTES and NHTS should not be same. One Enumerator can perform either DTES or NHTS Survey.

Operational Procedure for using CAPI of Listing of FSUs and Domestic Tourism Expenditure Survey (DTES) by field staffs

✓ **CAPI login**

[Before reading this section, the schedule, concepts and definitions of Domestic Tourism Expenditure Survey need to be clearly understood for deep understanding of the CAPI]

A. CAPI

To build a comprehensive Domestic Tourism Expenditure Survey platform or portal for enumerator, the system must include three key steps, each containing multiple questions that require detailed responses.

- Download listing and selection data - It can be both online and offline. While CAPI is online, the listing of FSU allocated to enumerator will be downloaded from the server.
- The first section, Identification Particulars, will capture essential details about the entity, including its name, location, sector, and other identifying information to do selection and listing (Schedule 0.0).
- The detailed schedule (Canvassing details) of each selected household along with its logic to be captured (Schedule 21.1)

The entry criteria for the CAPI platform are as follows:

- RO login to eSigma Portal
- Allocate FSUs to the Supervisor
- Supervisor logs in to the eSigma Portal
- Allocate FSUs to Enumerator

The detailed process is mentioned in the following sections:

I. Welcome Screen

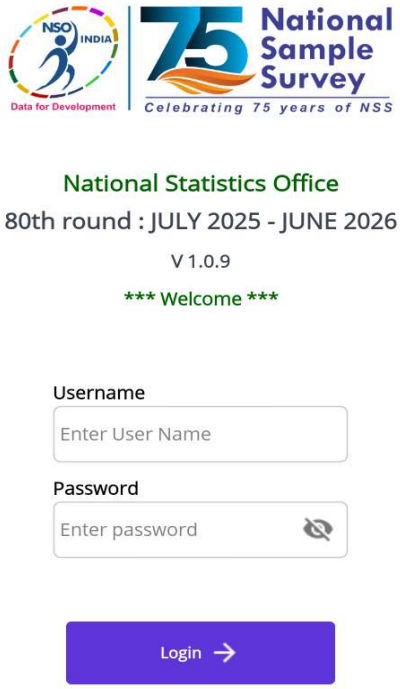


Figure 11 - Welcome Screen

- Once the user clicks the App above mentioned screen appears.
- After providing desired username and password of Enumerator into the welcome screen user can login into the App by clicking the login button.

II. Enumerator Login into the CAPI

When Enumerator login with his / her credentials, will land up in the following page:



Figure 2-Enumerator Login

Therefore, clicking on the SURVEY FSU button, Enumerator directly redirected into the FSU List page where Enumerator will see the FSUs with FSU ID, details and status of survey work of that particular FSU.

III. FSU List

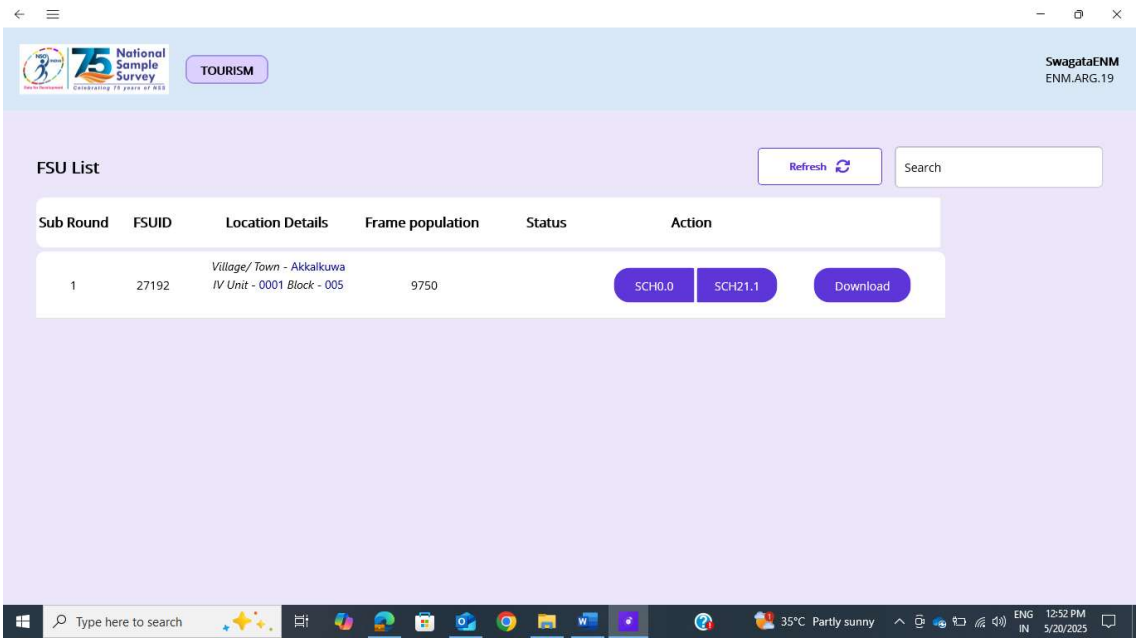
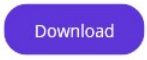


Figure 3-FSU List

- By clicking on the SCH 0.0 and SCH 21.1 button Enumerator move to the respective schedule of that particular FSU.
- In this section enumerator will see the unique FSU ID of the FSU's, Frame Population, and the Status of Survey of a particular FSU.
- From Search button enumerator can search a particular FSU.

Tips: From the Refresh button 

enumerator can Refresh the FSU list for checking any update regarding the FSUs.

Download button 

is used for downloading the FSU data from server. If user clicks on download button it will overwrite the existing FSU data (Schedule 0.0 and schedule 21.1 data) available in the tablet. Before downloading new FSU, please ensure that all the FSUs surveyed through Tablet are submitted to the server, to avoid unnecessary data loss and also make sure whether user really wants to download the FSU data from Server.

ENTERING INFORMATION FOR SCHEDULE 0.0 OF LISTING SCEDULE

IV. SCH 0.0 Button

Clicking on this button enumerator will directly reaches into the Block 0 screen of Schedule 0.0.

1. Block 0

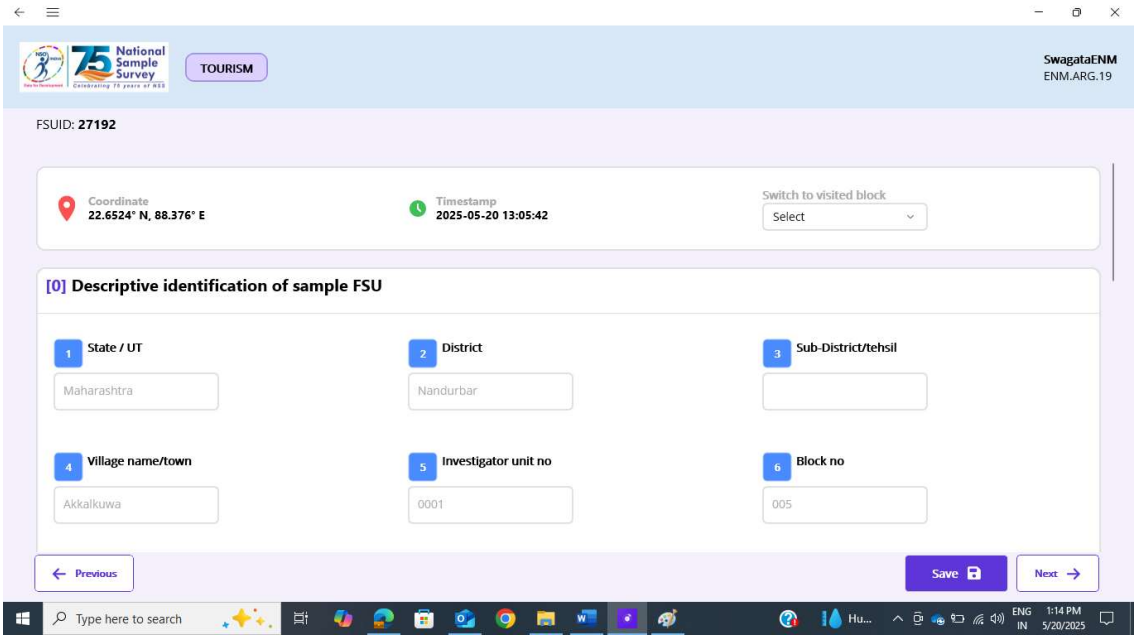


Figure 43-SCH0.0-Block0

Enumerator will need to provide the Approx. Present Population, Survey Code, remarks in this block, rest of the fields will be auto-populated from the sample list (i.e., prefilled).

Save Button: Clicking on the save button enumerator will save the information.

Next Button: Clicking on the next button enumerator will go to the next block to fill in the information.

Previous Button: Clicking on the previous button enumerator will go to the previous screen.

[It is always recommended to click the save button time to time to avoid any data loss.]

Tips: : Select This option will enable the user to traverse quickly across the blocks. The blocks which are visited once through normal sequence of entry will appear in this list.

2. Block 3

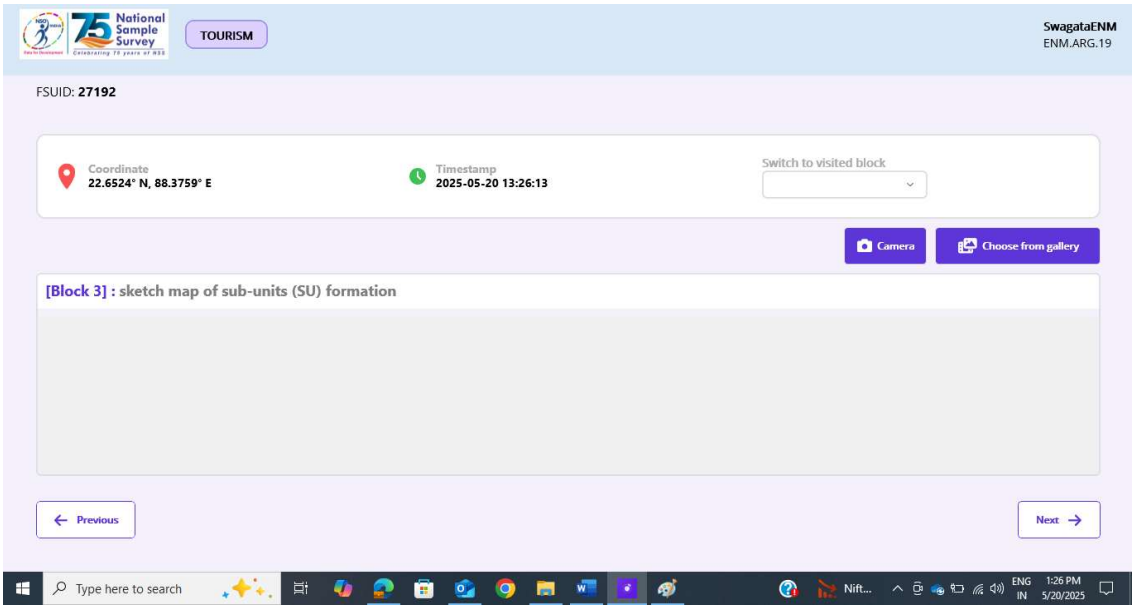


Figure 5-SCH0.0-Block3

- This section enables the user to draw a running hand sketch map of the hamlet group.
- Clicking on the *Camera* button, it will open the system camera from which enumerator will click photo and will be updated automatically in the marked section.
- Using *Choose from gallery button* enumerator can upload the sketch map from local storage.

Next Button: User can navigate to the next section for provide information.

3. Block 4.1

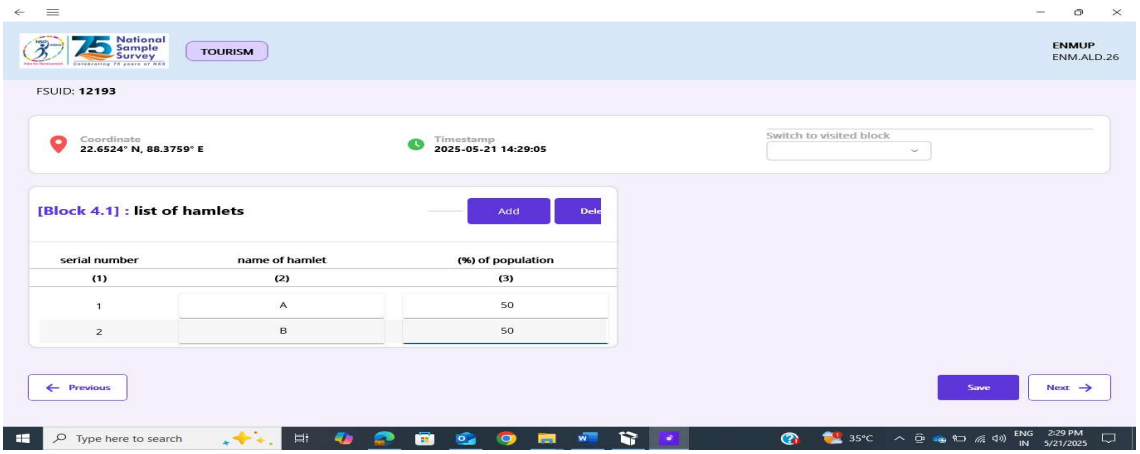


Figure 6-SCH0.0-Block4.1

- This section is meant for Rural Sample only.
- In this section Enumerator will list the natural hamlets by providing the hamlets name and percentage of population of that hamlet in column 2 and column 3 respectively. Serial number column 1 will generate auto serial number.

  Add Button: User can add a new row into this table

Save Button: Clicking on this button save the filled information.

Delete Button: Will Delete the selected row from table.

Next Section: User will navigate to the next block for entering information.

Previous: User will return to the previous block after clicking on this button.

4. Block 4.2

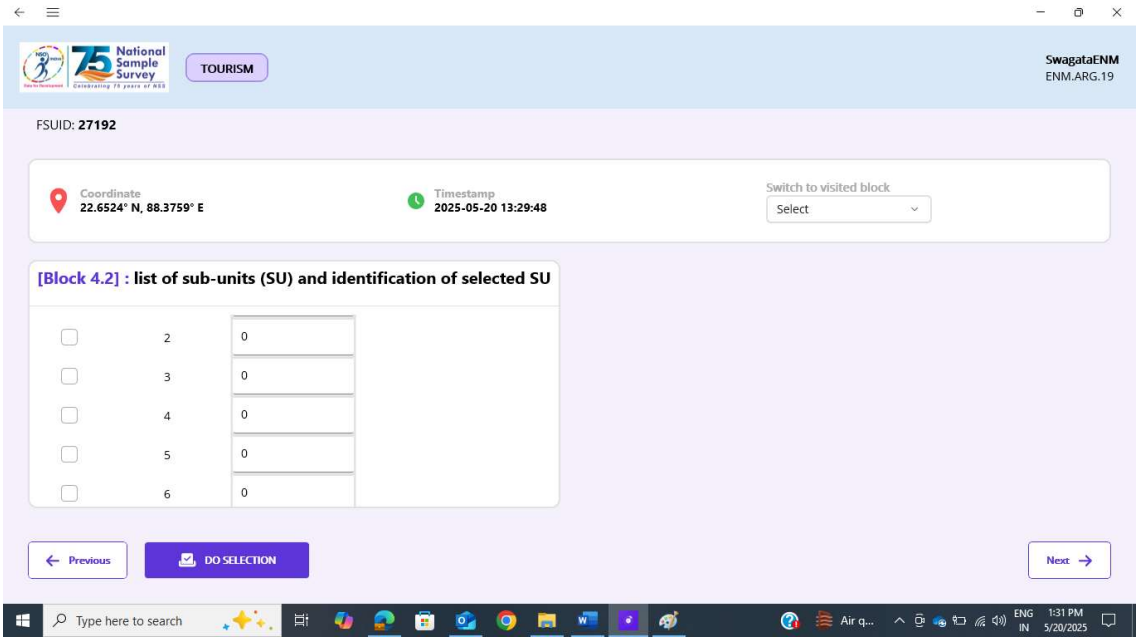


Figure 7-SCH0.0-Block4.2

- In Column 3 user need to provide the Serial number of the Hamlets separated by a comma (say 1,2) and user always to select the hamlets for grouping in such a way which have more or less equal population.
- After selecting the hamlet user need to click on the **DO SELECTION** button to select SU from the group of SU's.
- Check box under the selected column will be automatically checked for that SU which is getting selected by the algorithm provided in the calculation and 1 is marked for that SU under selected SU column.

5. Block 4.2A

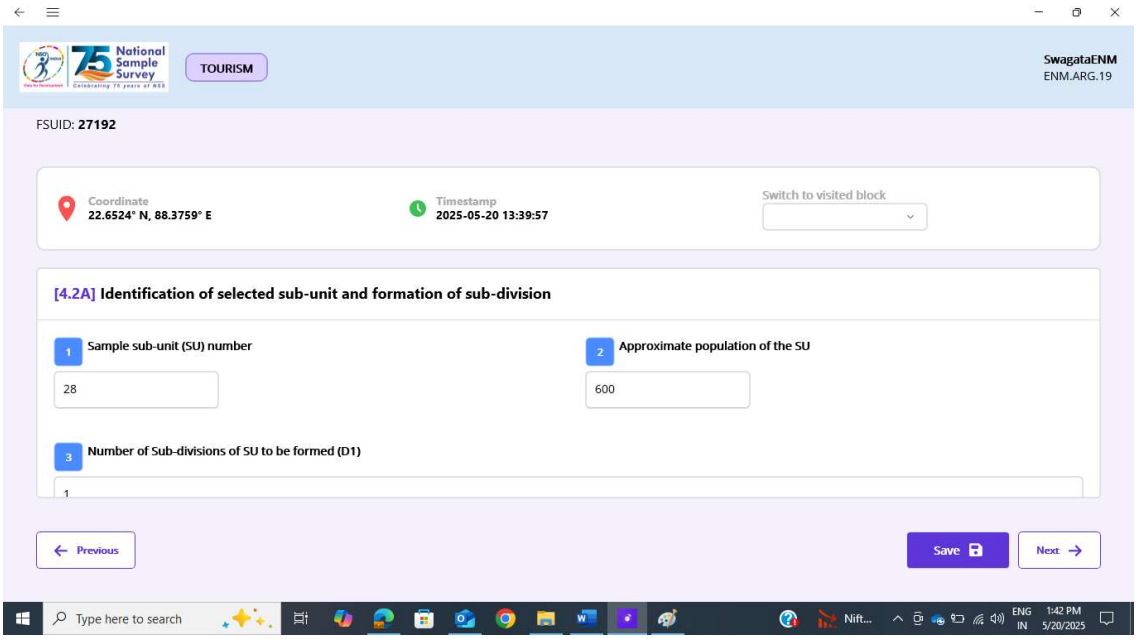


Figure 8-SCH0.0-Block4.2

- Approximate Population of the SU will be populated automatically as per the percentage of population for the selected SU in Block 4.2.
- Based on the SU population, system will create number of sub-divisions which is shown in the number of sub-divisions of SU field.

6. Block 5

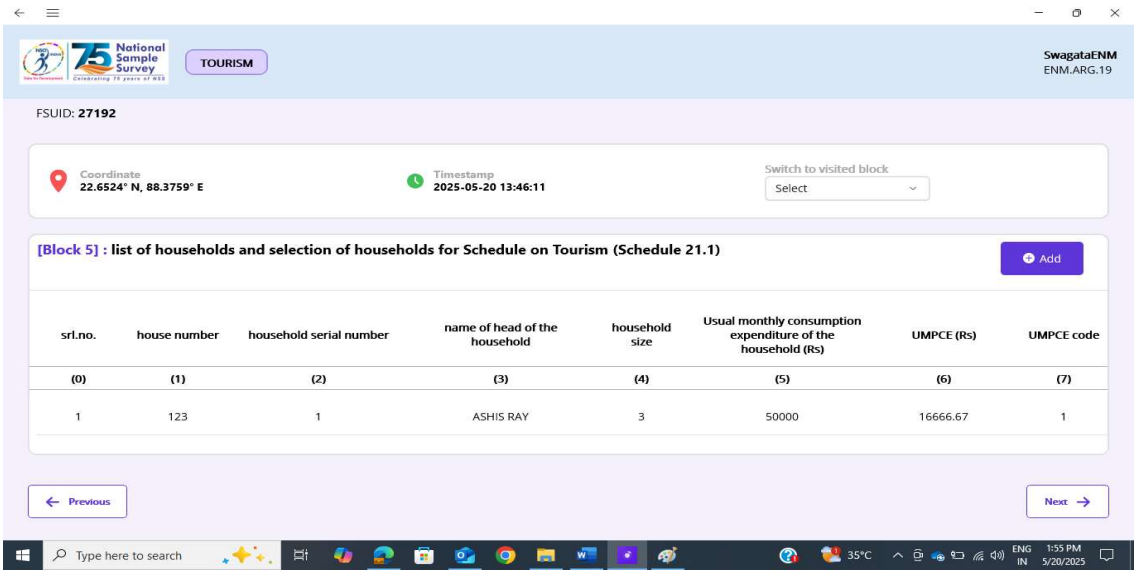


Figure 9-SCH 0.0-Block 5

- **Add:** Clicking on this button will redirect the user to the add Household Page.
- **Edit:** Clicking on the Edit button, after selecting desired row from the table will redirect the user to add Household Page where user can edit the filled information.
- **Delete:** Delete option will delete the row if user click on the delete button after selecting any row.

Add Household Screen:

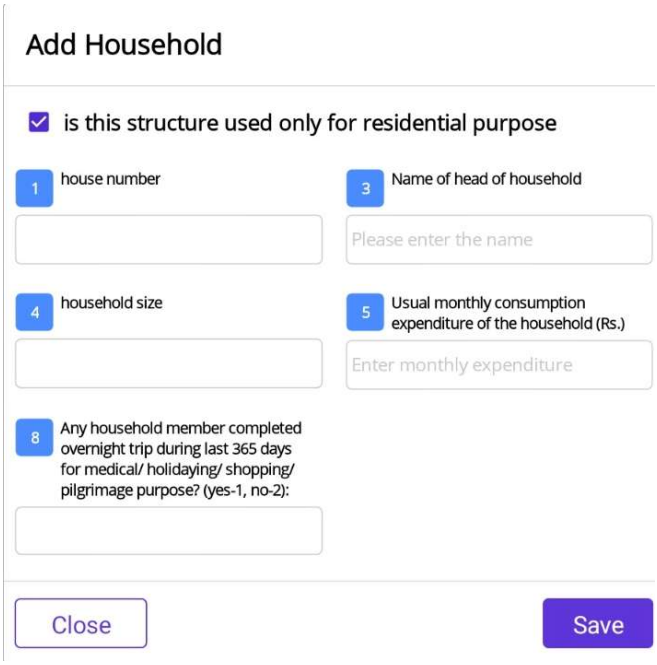


Figure 10-Block 5(Q and A Screen)

- User need to provide the house number, name of head of the household, household size etc.

Save: Save button will save the filled information.

Tips: 

Clicking on the Close button will navigate the user to the block 5 with having the list of households.

Record of selection of households for schedule Tourism

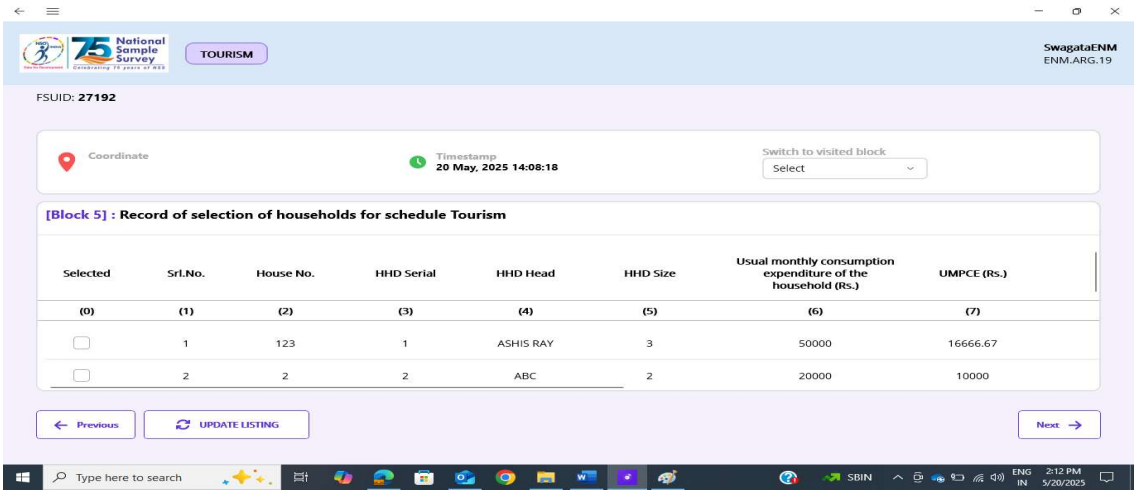


Figure 11-Block 5- Record of Selection of Household for schedule Tourism

Tips: Clicking on the button DO SELECTION will select the household for listing of household for Tourism Survey.

UPDATE LISTING: Will update the list of selected households if wrong hamlet or FSU is chosen mistakenly by enumerator this will erase or delete the existing data.

7. Block 5A

Selection of household for Schedule Travel

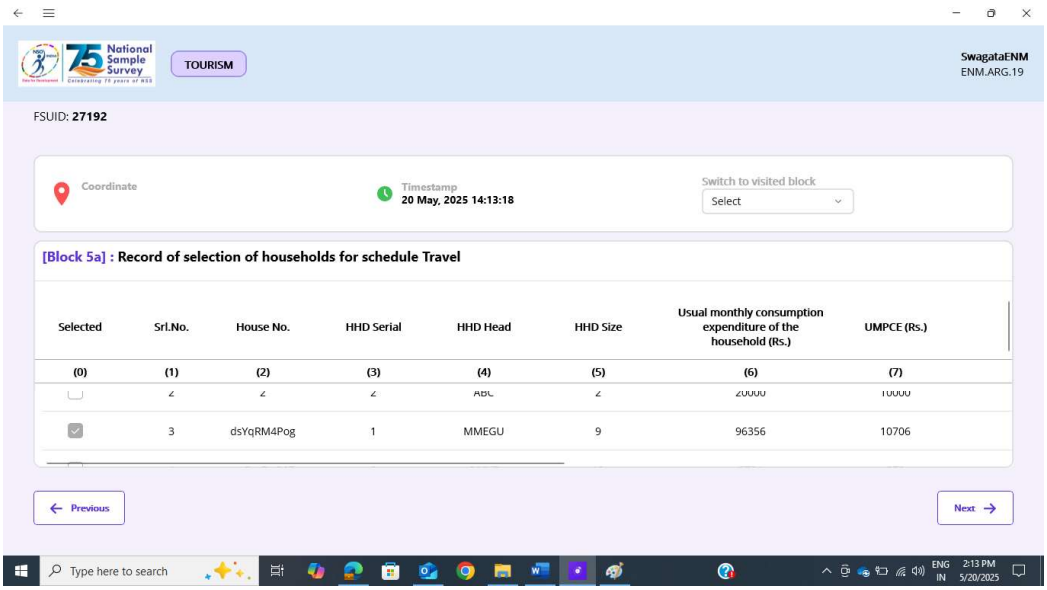


Figure 12-Block 5A-Selection of Household for Schedule Travel

Tips: Clicking on the button DO SELECTION will select that household for listing of household for Travel survey along with tourism survey as per the rule embedded.

- **UPDATE LISTING:** Will update the list of selected households if wrong hamlet or FSU is chosen mistakenly by enumerator.

- After clicking on **DO SELECTION** button selected checkbox under Selected column will be checked automatically.
- **Before clicking DO SELECTION please ensure all the records entered are in order and final. After *do selection* the listing will be freezed.**

8. Block 6

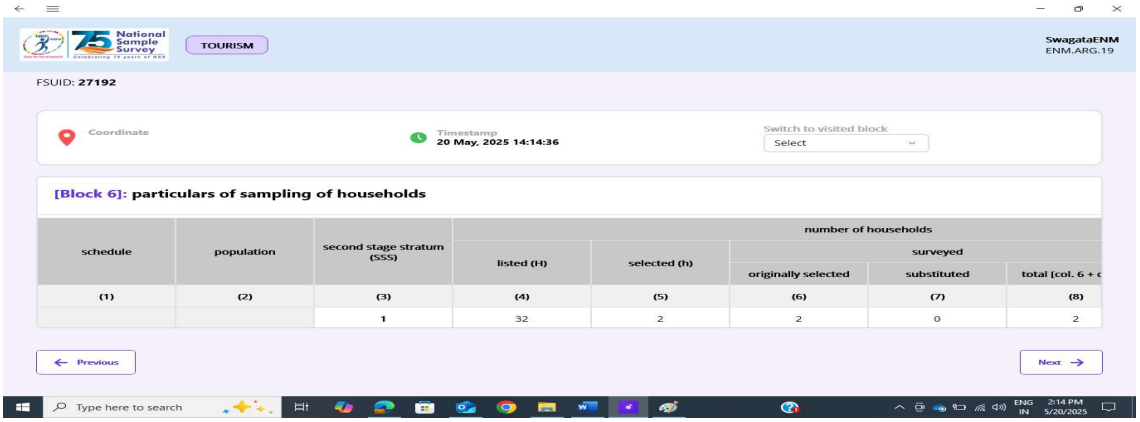


Figure 13-SCH0.0-Particulars of sampling household

- In this block user will see the particulars of Sampling households like Population, selected households, originally selected household, substituted household, household falls under casualty according to SSS for DTES.
- User will also see the particulars of Sampling households like Population, selected households for NHTS where no SSS formation is required.

Next button: Will navigate the user to the next block.

9. Block 7

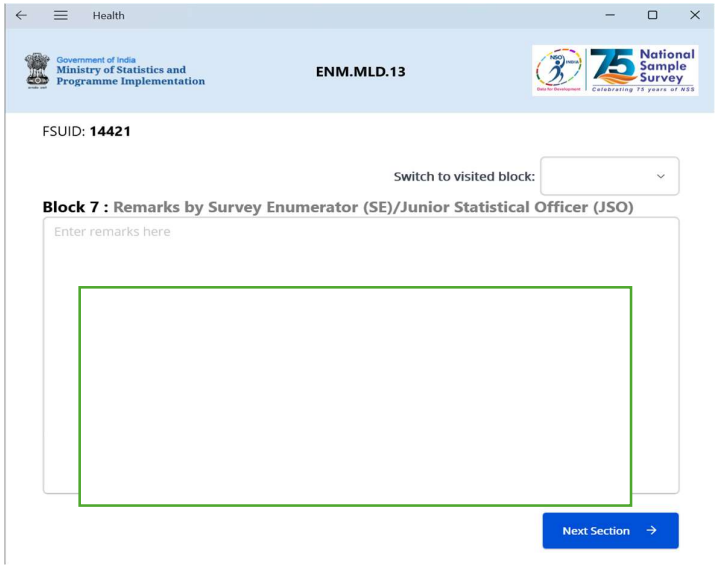


Figure 14-SCH0.0-Remarks by SE/JSO

- Survey Enumerator or Junior Statistical Officer will put their remarks inside the marked section.

10. Block 8

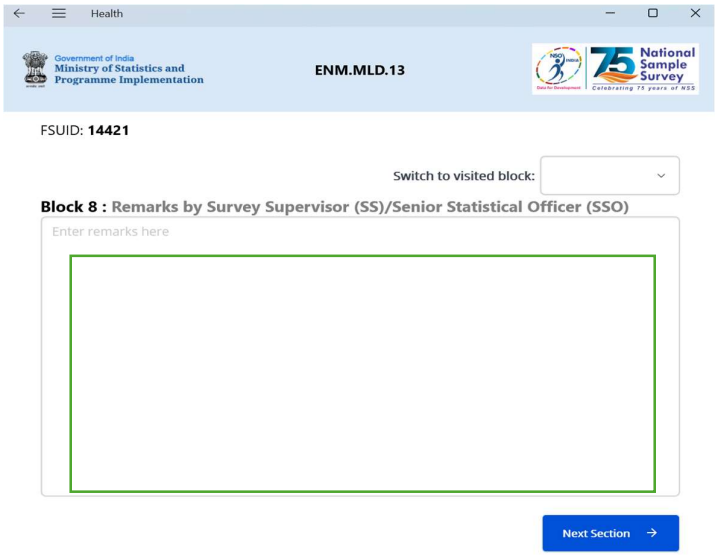


Figure 15-SCH0.0 Remarks by SS/SSO

- Survey Supervisor or Senior Statistical Officer will put their remarks inside the marked section.

Next Section: Clicking on this button will Navigate the Enumerator to the Next Block.

11. Block 2

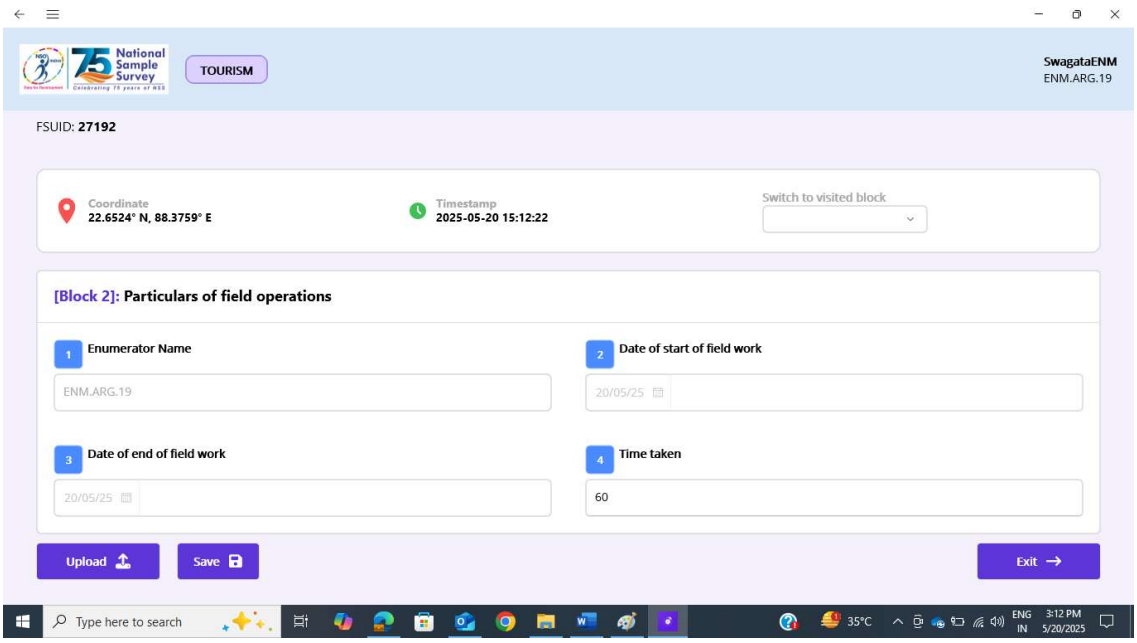


Figure 16-SCH0.0-Particulars of Field Operation

- Enumerator Name: Fetched from Login User ID
- Date of Start of field work: Fetched from System time
- Date of end of field work: Fetched from System time
- Total Time Taken to Canvass the Schedule by The Team of Investigators (FI/JSO) in hours will take the time in hours
- Whether any remark has been entered by JSO/SE/supervisory officer will be auto filled from previous block information
- Remarks will be given by the SE/JSO

Upload: By clicking on this button enumerator will submit the survey data to server

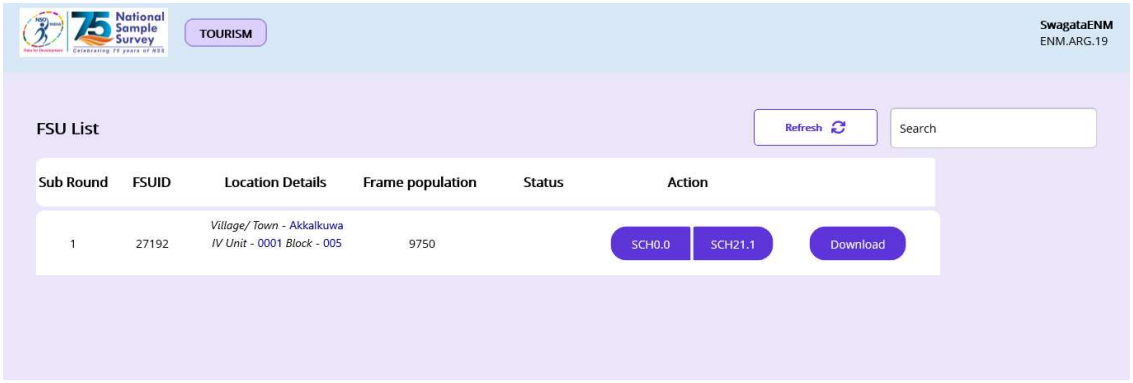
Save: Save will save the information.

Exit: Will Exit the user from current block and navigate the user to FSU List.

ENTERING INFORMATION FOR SCHEDULE 21.1 OF DTE SURVEY

V. SCH21.1 Button

From the following page SCH21.1 button will be clicked for capturing detailed information of each household of DTES.



1. Block 1

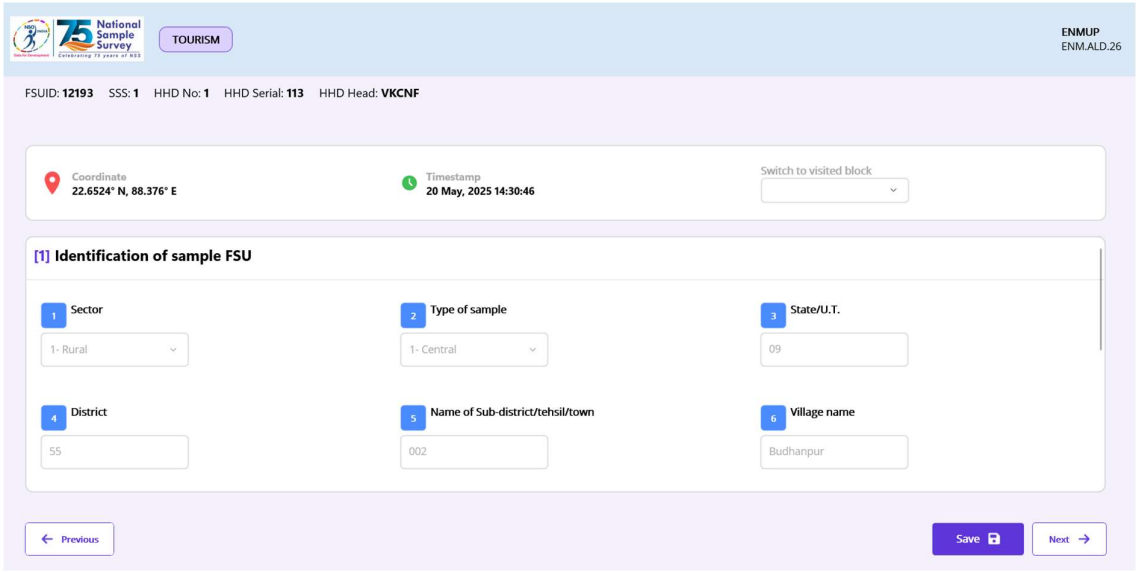


Figure 17-SCH21.1-Block1

- All FSU information of Block 1 will be auto-populated from the sample list and enumerator will only be able to provide the information in Survey Code, Reason for Substitution of original household by selecting desired option from the dropdown menu.

Previous: Clicking on the previous button user directly move to the previous screen.

Next: Clicking on the Next button enumerator will move directly to next Block.

Tips: 

User can save all the provided information by clicking on this button.

2. Block 3

Demographic Particulars of Household Members Page:

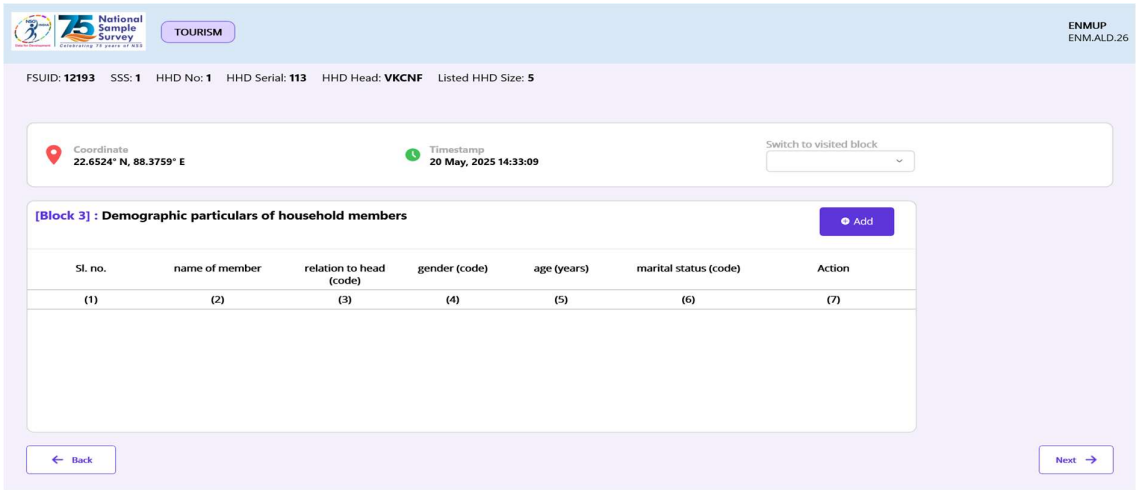


Figure 18-SCH21.1-Block3A

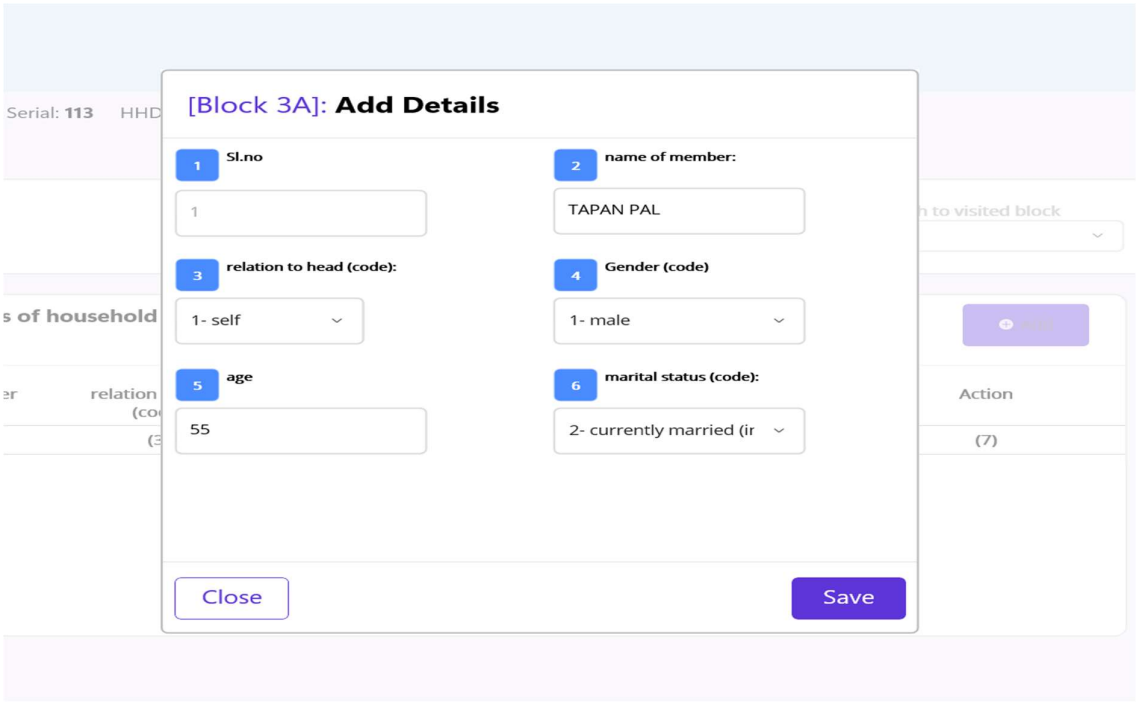


Figure 19-Block 3A-Qand A Screen

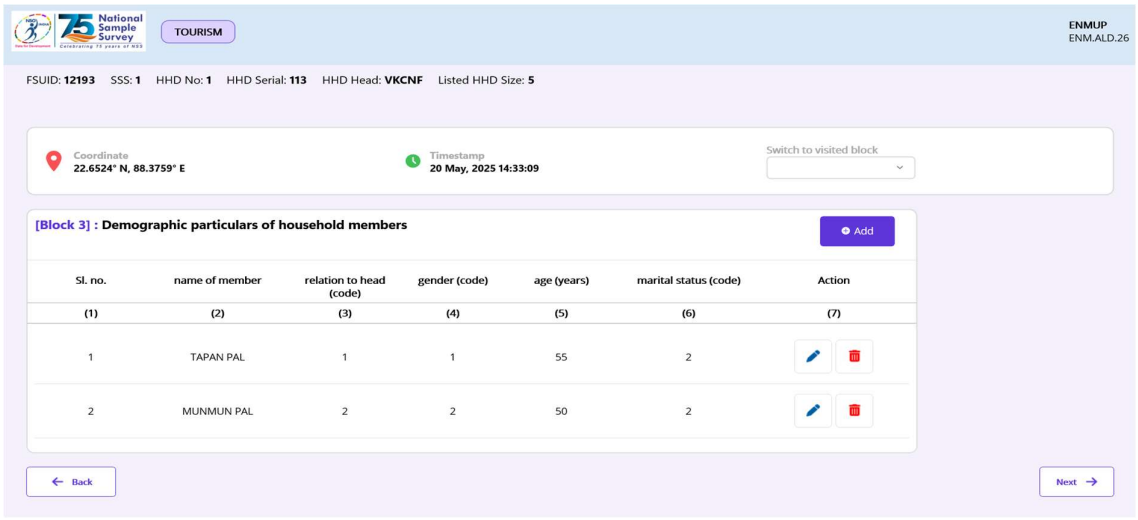


Figure 20-Block 3B Screen

- Enumerator need to provide the demographic particulars of household members like name of member, age, marital status etc.

  Add Button: Clicking Add button it will open a pop-up window where demographic details can be entered. Once saved it will show the previous screen.

  Save button: Clicking on this button will save the information provided.

  Edit / Delete Button: After saving the demographic details, user will be able to edit or delete row using edit and delete button under action column

  Next button: Clicking on this button will navigate the user to the next block.

Tips:

User can edit the desired field entry after selecting a row from the table and after clicking on the Edit button.

Back: User will return to the previous block after clicking on this button

3. Block 4

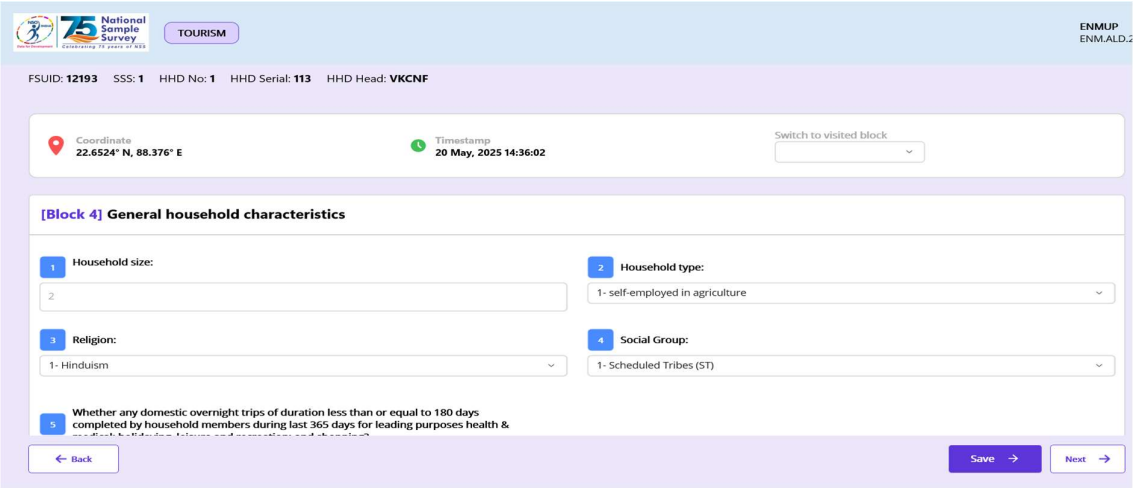


Figure 21-SCh21.1-Block4

- In this block information of the trip by household members are captured like Religion, social group, whether any domestic overnight trips of duration less than or equal to 180 days completed by household members during last 365 days etc.

  Save button: Will save the filled information

  Next Button: Goes to the next block

  Back button: Navigate the user to the previous block.

4. Block 5.1/ 5.2

[Leading purpose of a particular trip must be decided beforehand through deep probing before entering the information in block 5.1 and 5.2]

Note: Block 5.1 will be enabled if block 4 item 5 is yes-1. Similarly, Block 5.2 will be enabled if block 4 item 7 is yes-1.



Figure 22-SCH21.1-Block 5

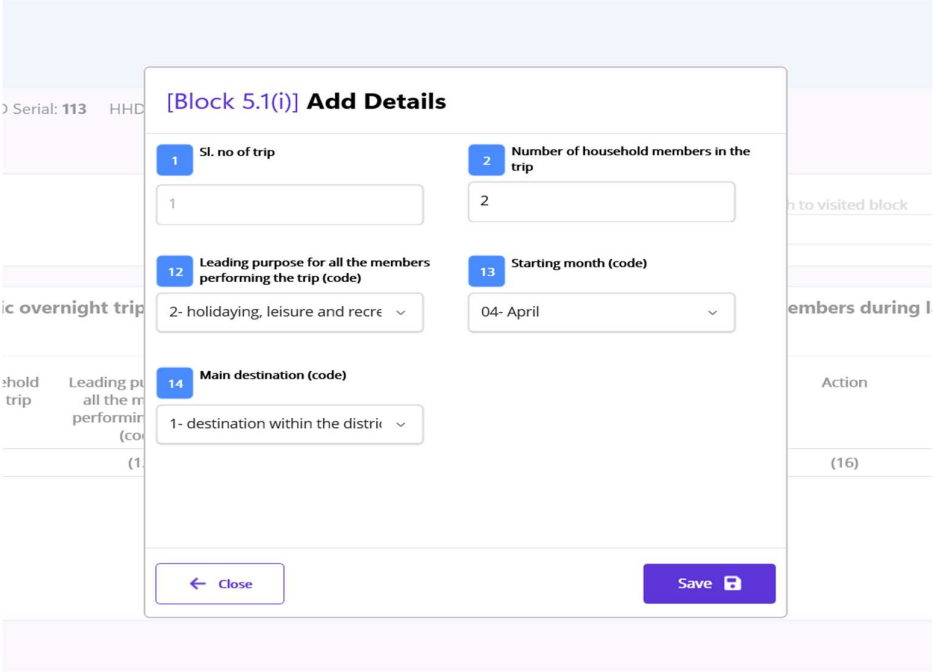


Figure 23-SCH21.1-Block 5

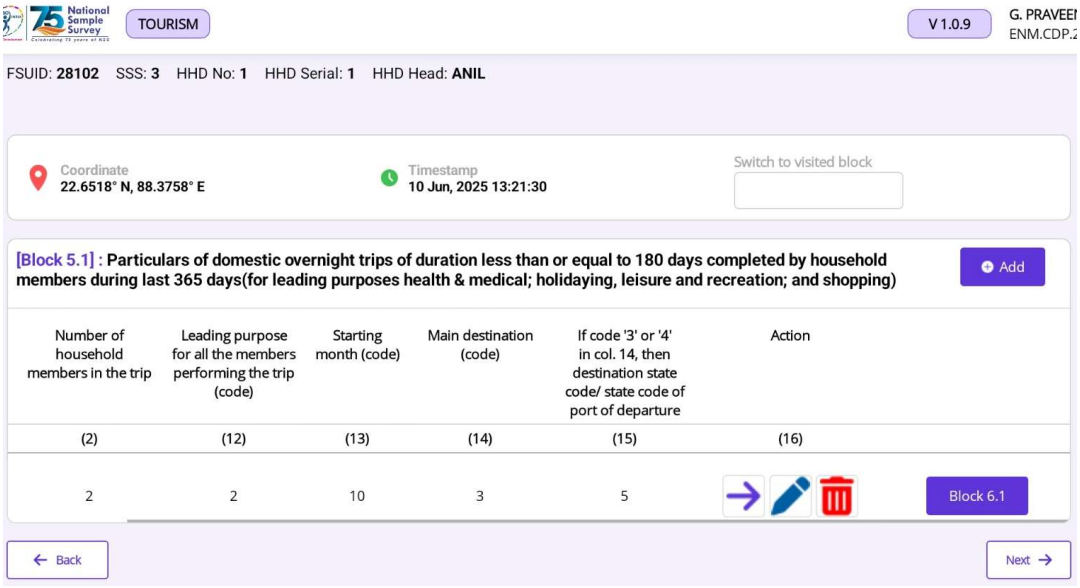


Figure 24-SCH21.1-Block 5.1

- From this block enumerator will capture the trip details along with member details participated in the trip. The purpose of the trip, type of stay, mode of travel, type of trip, leading purpose, destination etc. will be reported here.

  Add Button: Clicking Add button it will open a pop-up window where trip details can be entered. Once saved it will appear in the previous screen**.**

  Save: Will save all the filled information.

  Arrow  **button:** This button will help to enter the details of each trip as per each member of the trip.

  Edit / Delete Button: After saving the trip details, user will be able to edit or delete row using edit and delete button under action column.

  Block 6.1 Button: Clicking this button user will be able to enter block 6.1 or 6.2 based on whether the domestic overnight trip completed within last 365 days with some leading purposes (block 5.1) or last 30 days with some leading purposes (block 5.2) respectively.

  Back: Takes the user to the previous block.

  Next: Takes the user to the Next Block.

5. Block 6.1 / 6.2

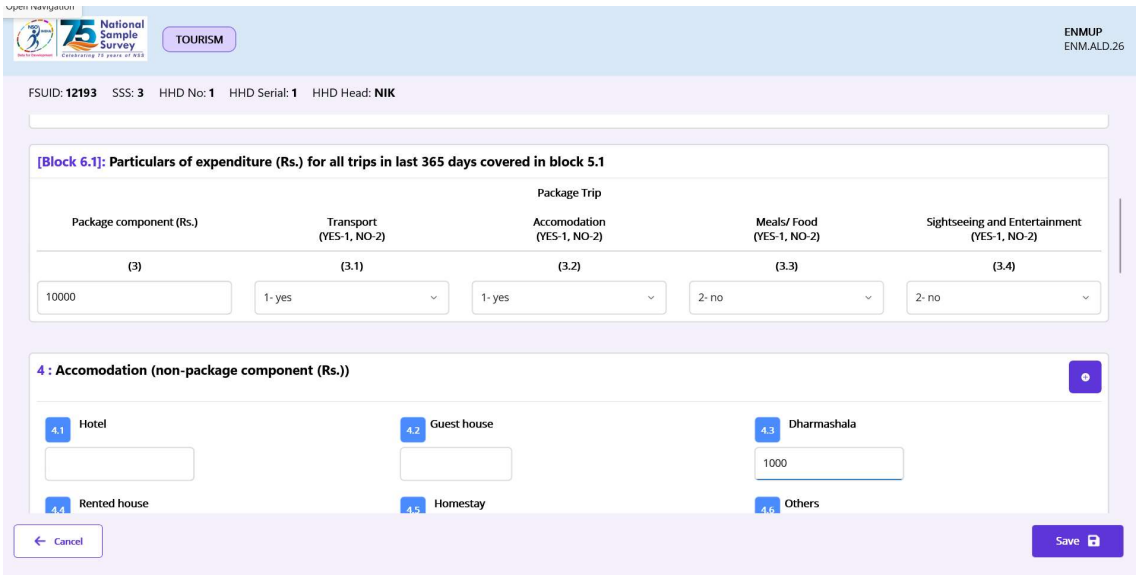


Figure 25-SCH21.1-Block6.1

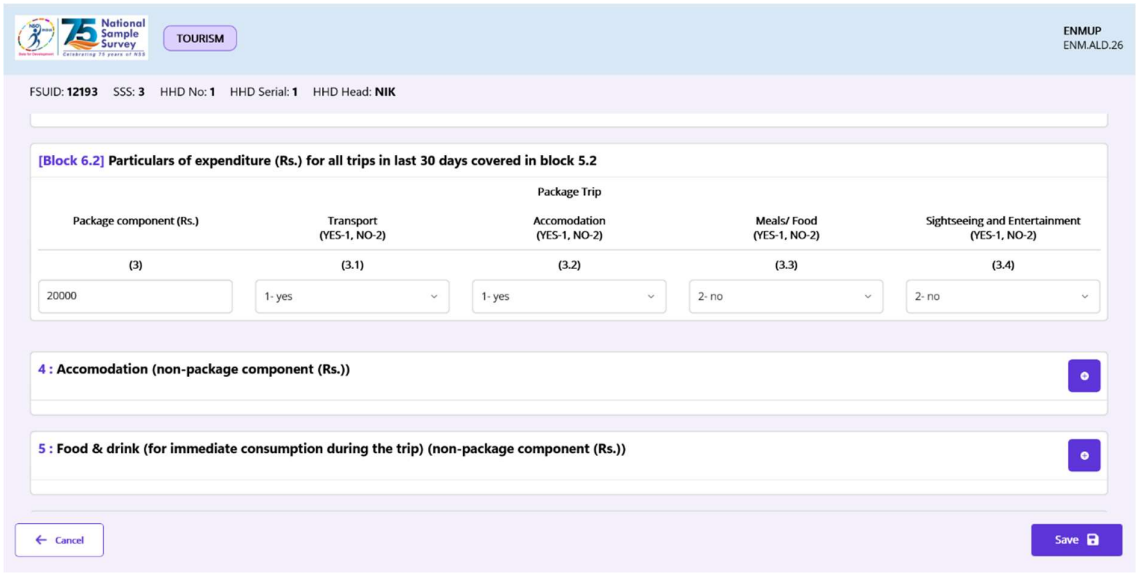


Figure 26-SCH21.1-Block6.2

- In the block 6.1 and 6.2 Enumerator will provide the particulars of tour like package tour expenses and non-package tour expenses according to the overnight trips reported in block 5.1 and block 5.2 respectively.
- Trip wise details such as expenditure made on Accommodation, food & drink, transport, shopping, etc., whether reimbursement received, other services availed are to be recorded here.
- Under non-package tour the + sign on the right side will allow users to expand the tour heads and enter expense details tour head wise.

Save: Will save all the filled information.

Cancel: Navigate the user to the previous block.

6. Block 7

This block will appear in case in block 4, item-8 answers of the question "Whether any domestic same day trip was performed by any member of the household during last 30 days?" is yes.

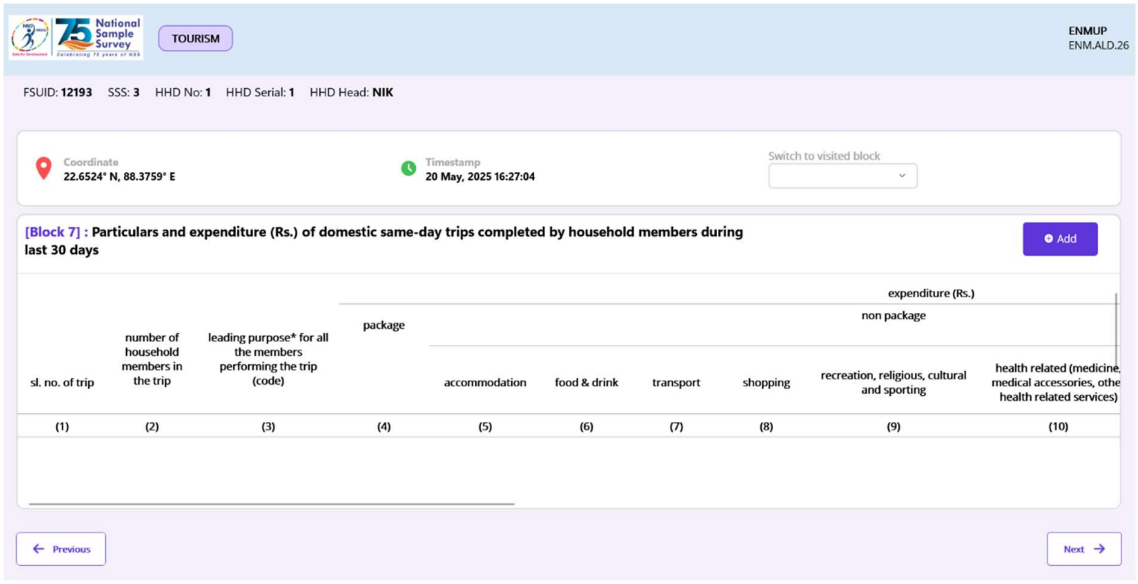


Figure 27-SCH21.1-Block7

Add Button: Clicking Add button it will open a pop-up window where trip expenses can be entered. Once saved it will appear in the previous screen

Save: Will save all the filled information.

Edit / Delete Button: After saving the trip expenses, user will be able to edit or delete row using edit and delete button under action column

Back: Takes the user to the previous block.

Next: Takes the user to the Next Block.

7. Block 8

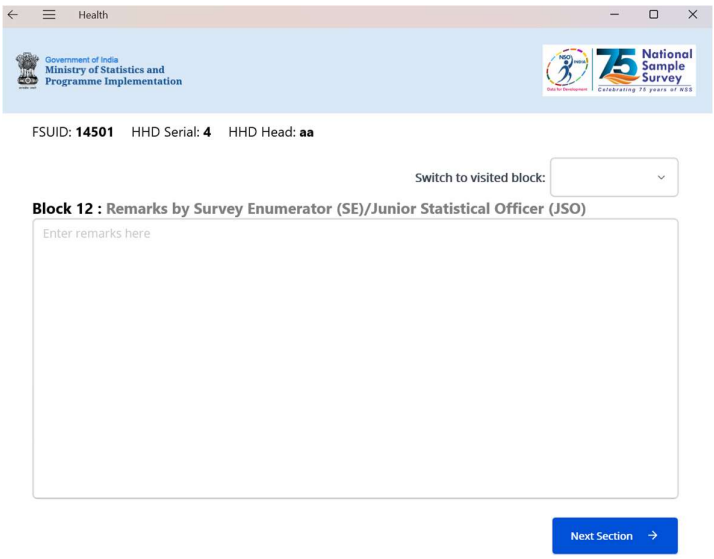


Figure 28-Block 8

- In this block survey enumerator will make any remarks if required after the completion of Domestic Tourism survey.

8. Block 9

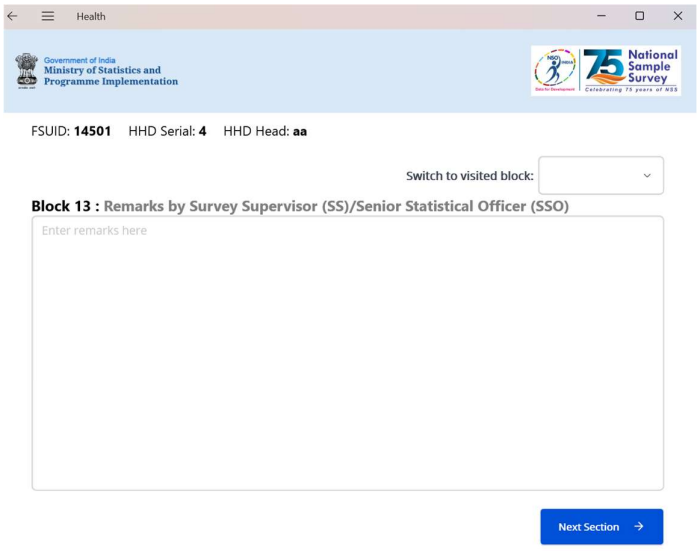


Figure 29-Block 9

- In this block Survey Supervisor or Senior Statistical officer will make any remarks only after receiving the Household schedule of FSU from Supervisor.

9. Block 2

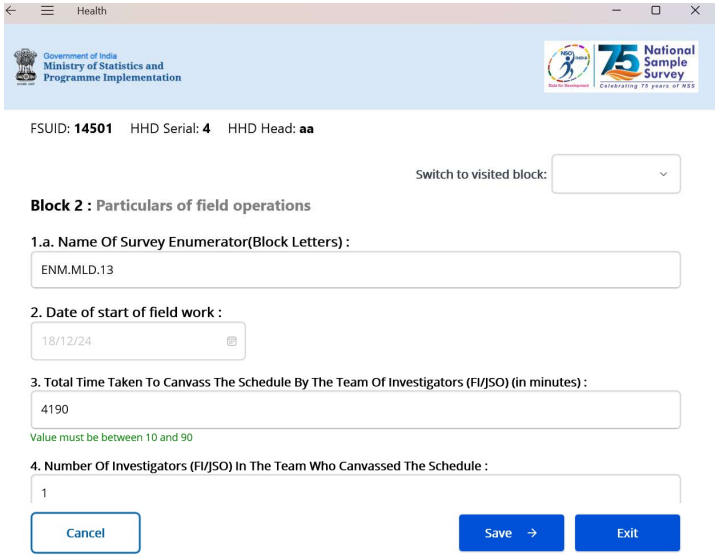


Figure 30-Particulars of Field Operations

- In this field enumerator will enter the particulars of field operations like Total time taken to canvass the schedule by the team, name of the informant, mobile number of the informant, landline number of the informant (if any), Response type by the informant.

Tips: 

By clicking on this button enumerator can exit from the current schedule.

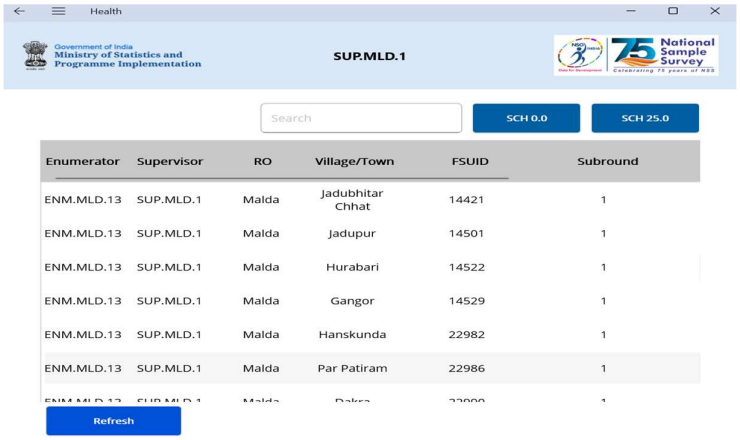
Save: Save all the filled in information.

Cancel: User will navigate to the previous block.

Exit: Clicking Exit button system will go back to the listing screen

B. Supervisor Login into the CAPI

When supervisor login into the CAPI with his or her account, will land up in following page



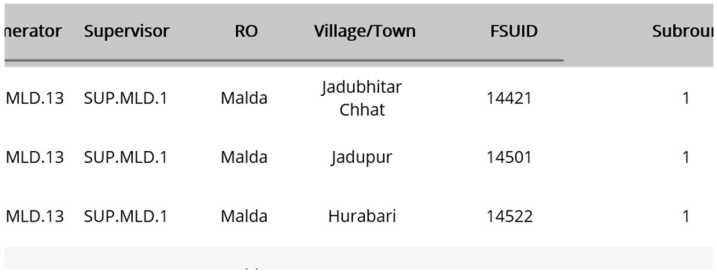
This will show enumerator wise list of FSUs, which are under Supervisor's control. Each row will have a 'Download' button at the right-hand side.

Tips:



This will indicate that, in this specific FSU enumerator has submitted some information which needs Supervisor's attention. Accordingly, the Supervisor.

- **Search**
  User can write anything into the search text box. All columns will be searchable as per the text.



nerator	Supervisor	RO	Village/Town	FSUID	Subrou
MLD.13	SUP.MLD.1	Malda	Jadubhitar Chhat	14421	1
MLD.13	SUP.MLD.1	Malda	Jadupur	14501	1
MLD.13	SUP.MLD.1	Malda	Hurabari	14522	1

- **Reload**
  This option will refresh the FSU list
- **SCH 0.0**
  This option will take the user into 0.0 screen
- **SCH 21.1**
  This option will take the user to Schedule 21.1 Screen.

1. Selected Sampling Unit list with status

Supervisor can see block without any edit option.

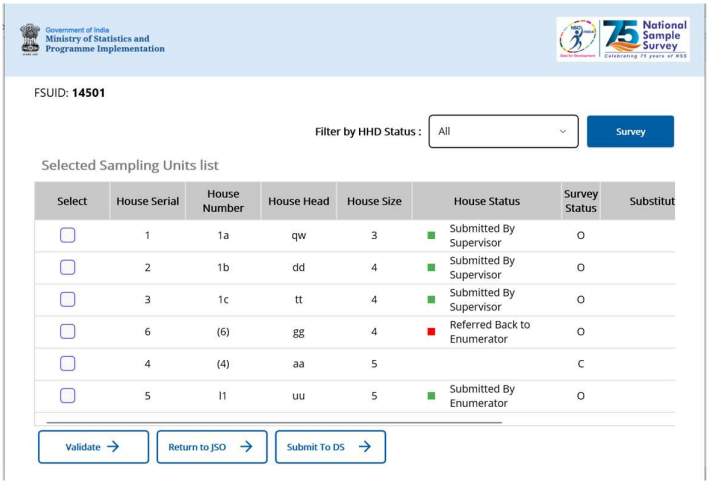
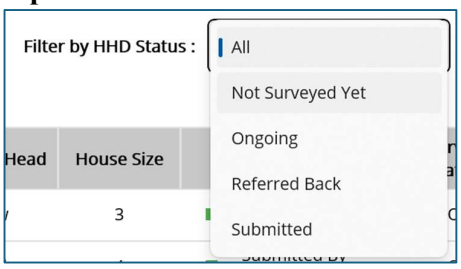


Figure 4- Sampling units' status

- **Tips**



Filter option will show different status to filter the list below.

- **Survey**

This option will take the user to detail survey forms to scrutiny.

Select	House Serial	House Number	House Head	House Size	House Status	Survey Status	Substitute
☐	1	1a	qw	3	Submitted By Supervisor	O	
☐	2	1b	dd	4	Submitted By Supervisor	O	
☐	3	1c	tt	4	Submitted By Supervisor	O	
☐	6	(6)	gg	4	Referred Back to Enumerator	O	
☐	4	(4)	aa	5		C	
☐	5	l1	uu	5	Submitted By Enumerator	O	

Figure 5- Selection menu

- Only 'Submitted by Enumerator' status will be able to scrutinise the detail survey.
- **Remember**: There are two different types of selection in this list.
  - **Select the row** as shown in above Figure 5- Selection menu should be selected before using Survey button.
  - **Check Box** it is selected before Validate, Return to JSO, Submit to DS.

Select	House Serial	House Number	House Head	House Size	House Status	Survey Status
☐	1	1a	qw	3	Submitted By Supervisor	O
☐	2	1b	dd	4	Submitted By Supervisor	O
☐	3	1c	tt	4	Submitted By Supervisor	O
☐	6	(6)	gg	4	Referred Back to Enumerator	O
☐	4	(4)	aa	5		C
☑	5	l1	uu	5	Submitted By Enumerator	O

Validate → Return to JSO → Submit To DS →

- **Validate**

This option will take the user to detail list of remarks and comments at Section **Validate warnings/Comments.**

- **Return to JSO**

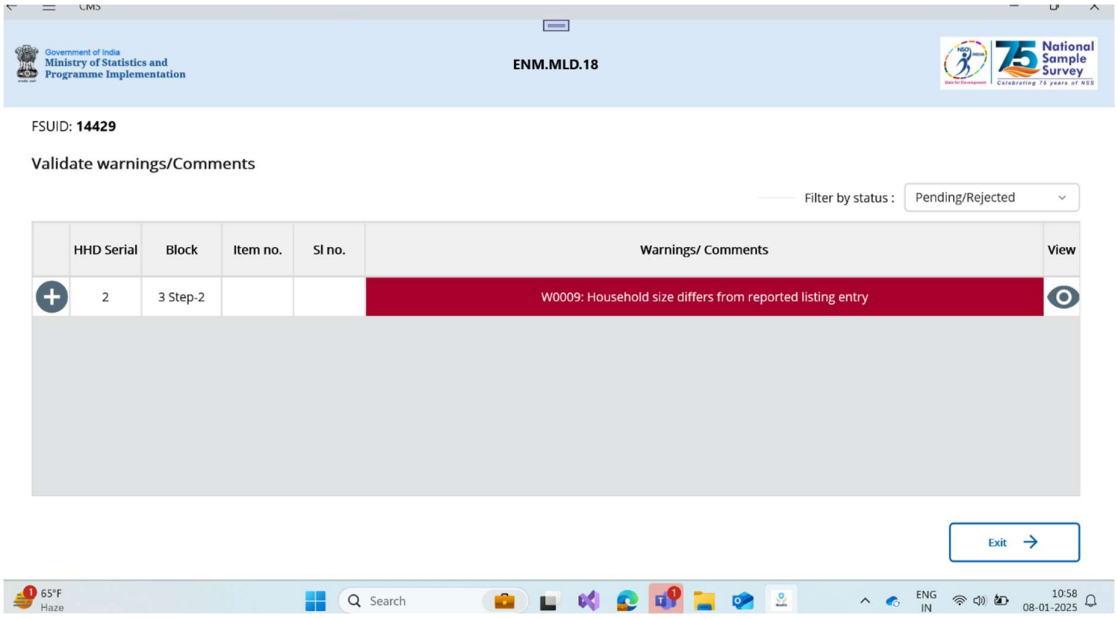
This option will take the user to submit the household to the JSO/Enumerator

- **Submit to DS**

This option will take the user to submit the household to the DS

2. Validate warnings/Comments

Validate option will show a consolidated page for all warnings and comments.



	HHD Serial	Block	Item no.	Sl no.	Warnings/ Comments	View
⊕	5	3A	5	0	W0017a : Please check the value	👁
⊕	5	3B	0	0	W0009: Household size differs from reported listing entry	👁
⊕	5	3A	5	22	W0017a : Please check the value	👁
⊕	5	2	3	19	W004a: Please check the canvass time	👁

Exit →

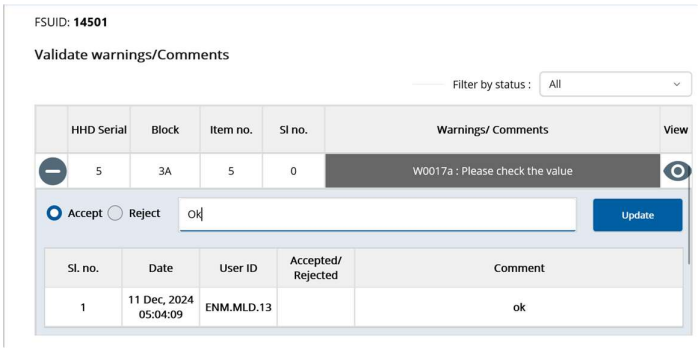
Colour Codes: The warning/comments section will have three types of colours:

- Grey colour means: Actionable item
- Green colour means: Accepted comment
- Red colour means: Comment is rejected, or the warning is not yet resolved

⊕ Will explode the comments/remarks to see the thread of the comments chronologically.

 This icon will take the user into actual entry screen of the concerned comment or remark.

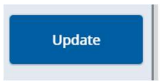
Once the  is pressed, it will open the thread in following way.





Each comment will have Accept and Reject option.

Remember: There is a mandatory text field, where user should fill up the comment and Update.



After accepting the comment/remark the colour of the comment will be changed as bellow



In case, the user rejects the comment, the colour of the comment will be changed as below



C. Dos and Don'ts of CAPI

There are few points need to remembered while using this CAPI.

- **Dos**
    - Download task before going to field as it requires good network connection.
    - Wait till data is downloaded, before clicking Schedule 0.0.
    - Submit data with good internet connection to avoid potential data loss.
    - Use the latest version of the APK (whenever supplied) for data collection.
    - Upload previous work completely before installing updated/latest version.
    - Update the credentials with same Enumerator ID (whenever required).
    - Supervisors should view dashboard through web browser.
    - Data can be viewed by Windows APK by RO/ ZO Users once data is available in Server.
    - Keep GPS location ON while canvassing/listing the households.
    - Appropriate remarks to be given in response to the Data Supervisor and/ wherever required.
    - Incomplete/partial/blank data to be reported to HSD observed by Supervisor immediately without sending it back to Enumerator.
    - Log-in using the correct user credential and start survey only if the log-in page shows correct enumerator details (no dummy in place of name of the user).
    - Take necessary actions on all the Warnings (if any) as appear in the detailed schedule (under validation button) at the HH level.
    - Upload button must be pressed after completion of Listing at Tourism CAPI.
    - RESELECTION (admissible one time only) may be done under the supervision of supervisor.
    - Login and Logout should be performed with internet.
    - At a time, only one user id can login to the system. In case of device change the user has to log-out from one device and then can login in another device.
    - In case, user is unable to logout, the same user can be Unblocked from Admin portal.
    - All CAPI users should use the latest version. The CAPI will prompt if the installed App is not matching with latest version.
    - In case of referred back household by SUP, ENM has to press the download button against the referred back household to see the additional comments/ rejected warnings by SUP by pressing the survey button. Similar process may be followed to SUP ID also to see referred back household by DS.
    - In case enumerators are using multiple tablets then before changing the tablet, upload the data in eSigma portal and while using new tablet download the listing and canvassing data to the new tablet and then go further.

- **Don'ts**
    - Avoid log-in with multiple users in a single device.
    - Send back partial/incomplete/blank data immediately to the enumerator.
    - Start survey on tab if enumerator details are not showing properly after log-in.
    - Use multiple devices for a single FSUID.
    - At a time one user cannot login to more than one App. In case, it is required, one user needs to log out before logging in into other.

- One user should not login to multiple devices. However, Supervisor and DS user can login to both Windows CAPI from desktop and tablet.
- Do not log into a device with a different user ID, before submitting the data of earlier user ID. It will remove earlier user's data from device.
- Do not type any space in User ID at login page.
- Do not un-install the CAPI for new version update, on any existing TAB or Desktop, where earlier version of Application is running. Just update the new version on top of the existing CAPI. Un-install will remove the existing data. In case, it is first time, installing the CAPI into a fresh new TAB, this will be normal installation.

Tips: It is recommended before updation of new CAPI version it is better to make practice to submit the data to server from the local tablet, to avoid any data loss.

Important Note: ***Enumerators for DTES and NHTS should not be same. Necessary measure required to be taken before allocation of FSUs.***

Operational Procedure for using CAPI of National Household Travel Survey (NHTS) by field staffs

D. CAPI

To build a comprehensive Travel platform or portal for enumerator, the system must include three key steps, each containing multiple questions that require detailed responses.

- Download listing and selection data - It can be both online and offline. While CAPI is online, the listing of FSU allocated to enumerator will be downloaded from the server.
- Download the listing and selection data of the FSU to be surveyed (this data is available after the schedule 0.0 is completed by Tourism enumerator).
- The detail questionnaire (Canvassing details) of each selected household along with its logic to be captured (NHTS25.0)

The entry criteria for the CAPI usage are as follows:

- RO login to eSigma Portal
- Allocate FSUs to the Supervisor
- Supervisor logs in to the eSigma Portral
- Allocate FSUs to Enumerator

The details process is mentioned in the following section:

V. Enumerator Login into the CAPI

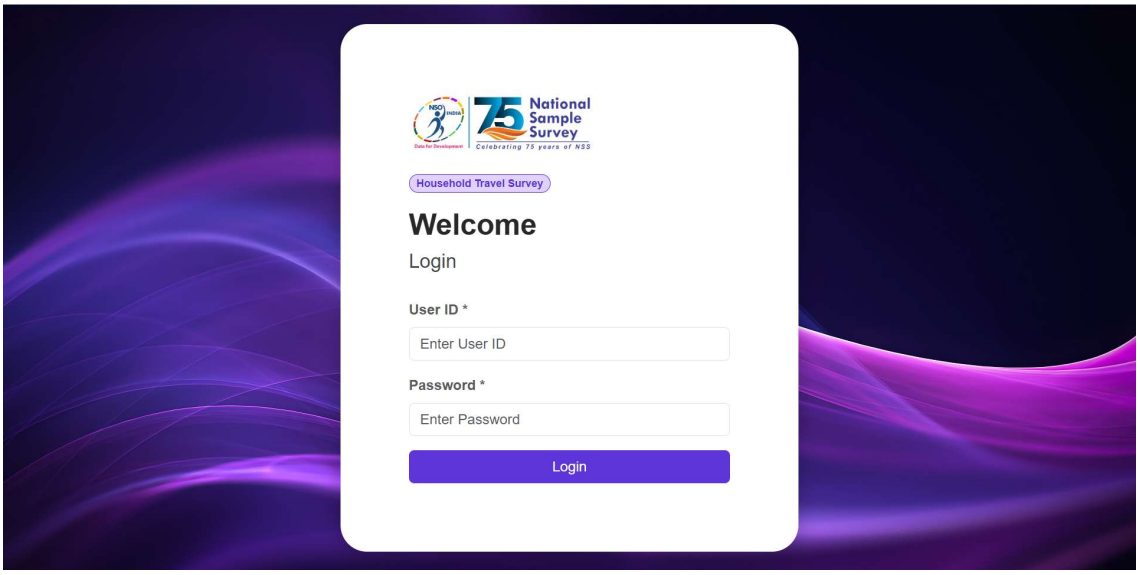


Figure 16 - Welcome Screen

- Once the user clicks the App above mentioned screen appears
- After providing desired username and password Enumerator lands in to the FSU list screen where Enumerator will see the FSUs with FSU ID and status of survey work of that particular FSU

VI. FSU List

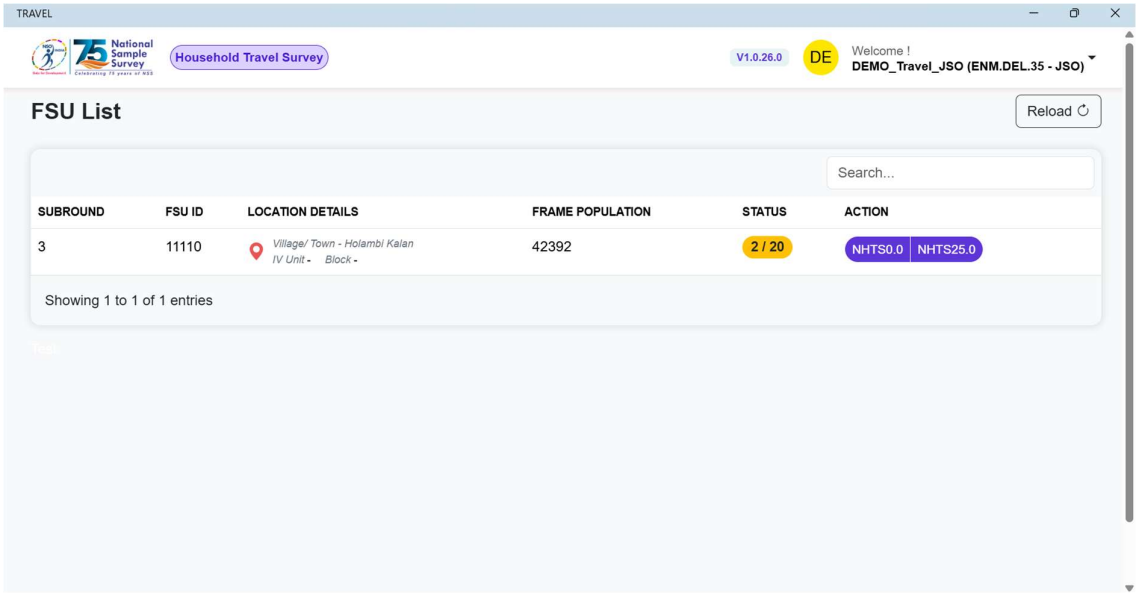


Figure 2-FSU List

- By clicking on the NHTS 0.0 and NHTS 25.0 button Enumerator move to the respective schedule of that particular FSU.
- In this section enumerator will see the unique FSU ID of the FSU's, Frame Population, and the Status of Survey of a particular FSU.
- From Search button enumerator can search a particular FSU.

Reload button downloads the FSU data from server. If user reloads the FSU data it will overwrite the existing FSU data (NHTS0.0 and schedule NHTS25 data) in the tablet. Please make sure that user really wanted to download the FSU data from Server.

VII. NHTS0.0 Button

Clicking on this button enumerator will be able to view all the blocks of Schedule 0.0 which will be filled up with listing data for the selected FSU.

1. Block 0

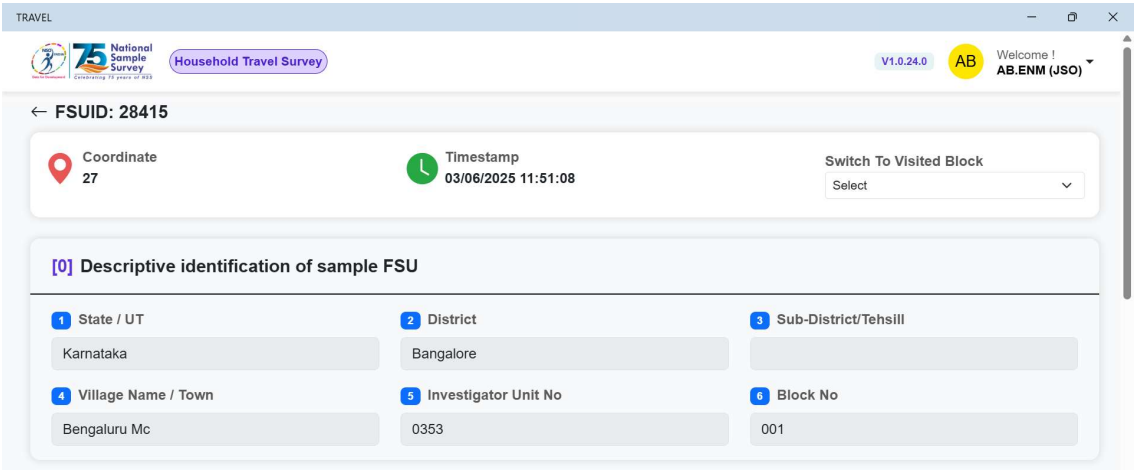


Figure 37-NHTS0.0-Block0

2. Block 1

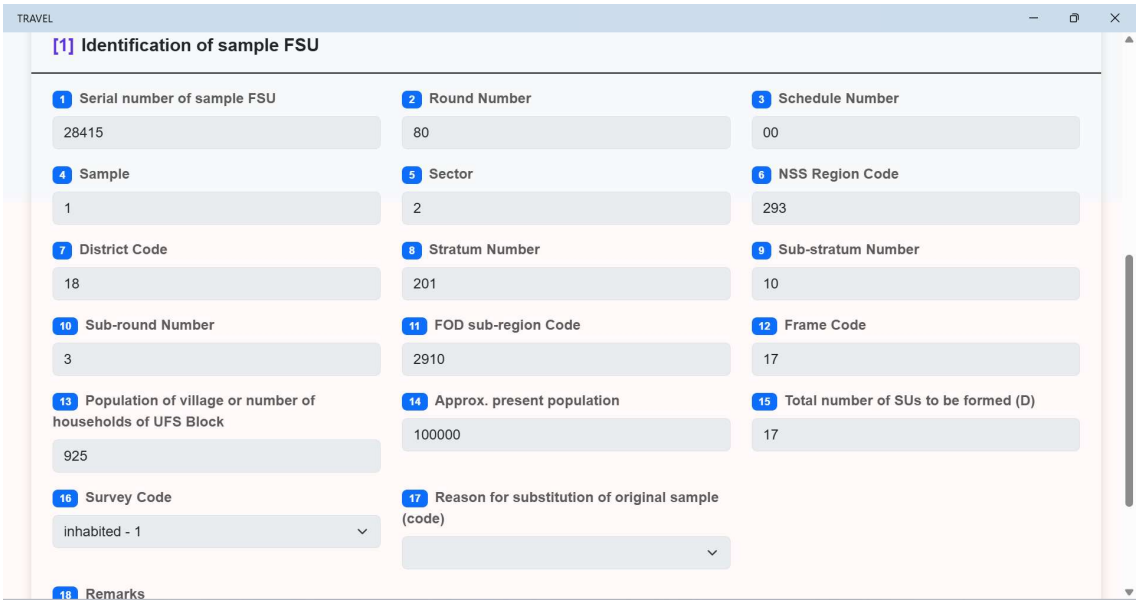


Figure 4-NHTS0.0-Block1

3. Block 3

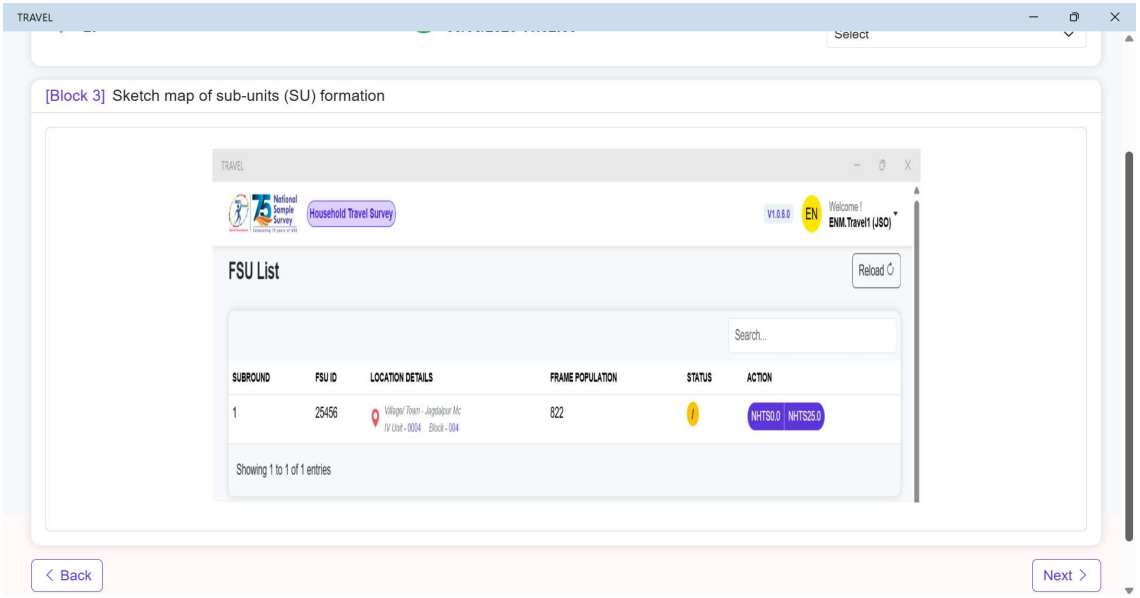


Figure 5-NHTS0.0-Block3

4. Block 4.1

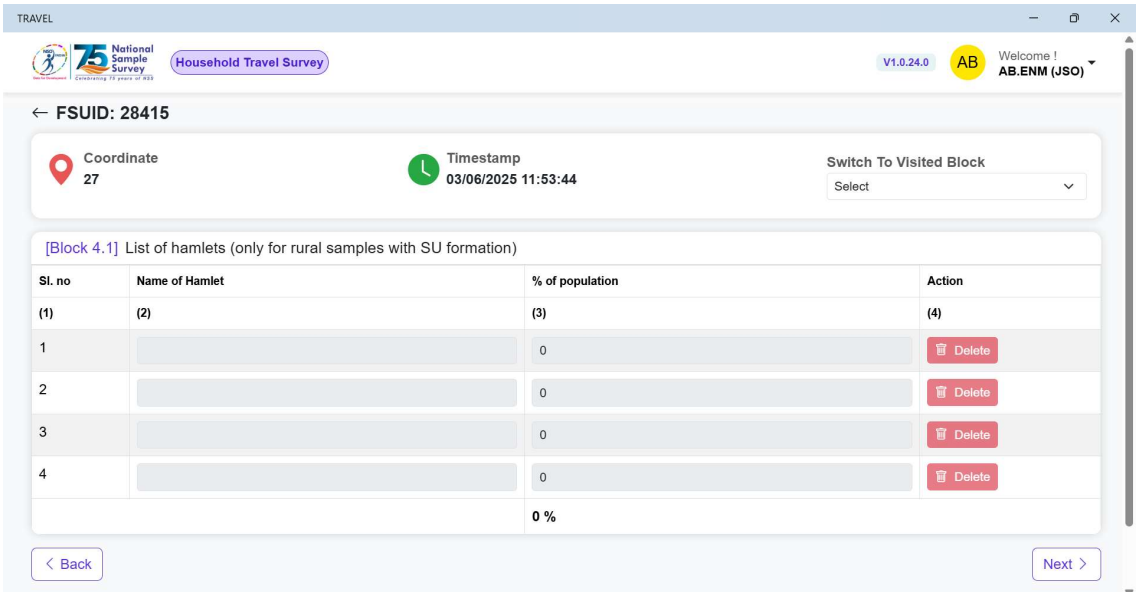


Figure 6-NHTS0.0-Block4.1

5. Block 4.2

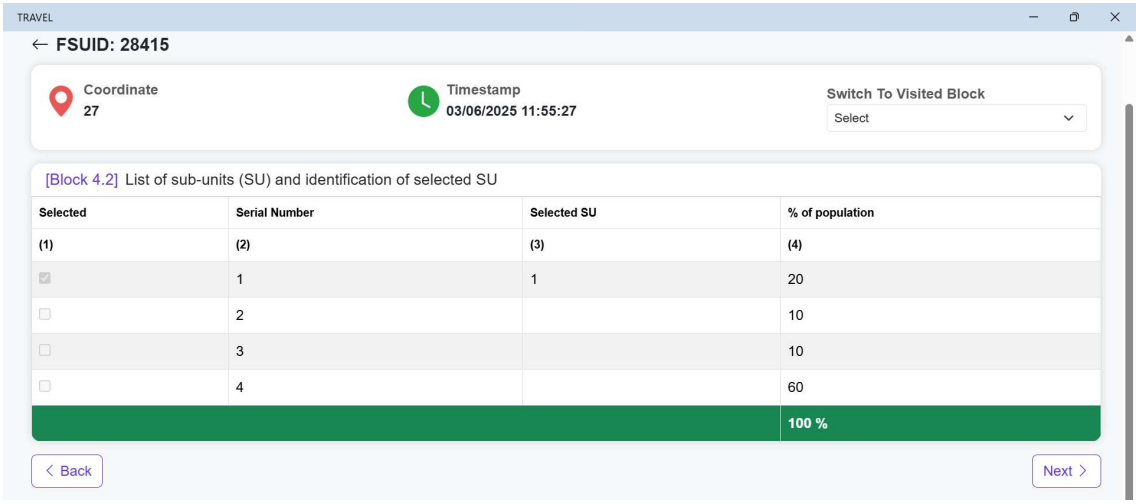


Figure 7-NHTS0.0-Block4.2

6. Block 4.2A

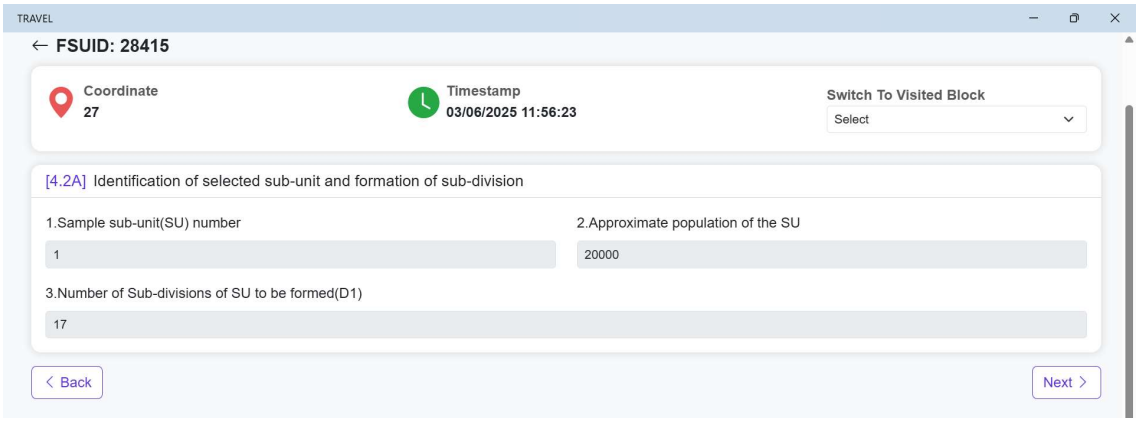


Figure 8-NHTS0.0-Block4.2A

7. Block 3.1

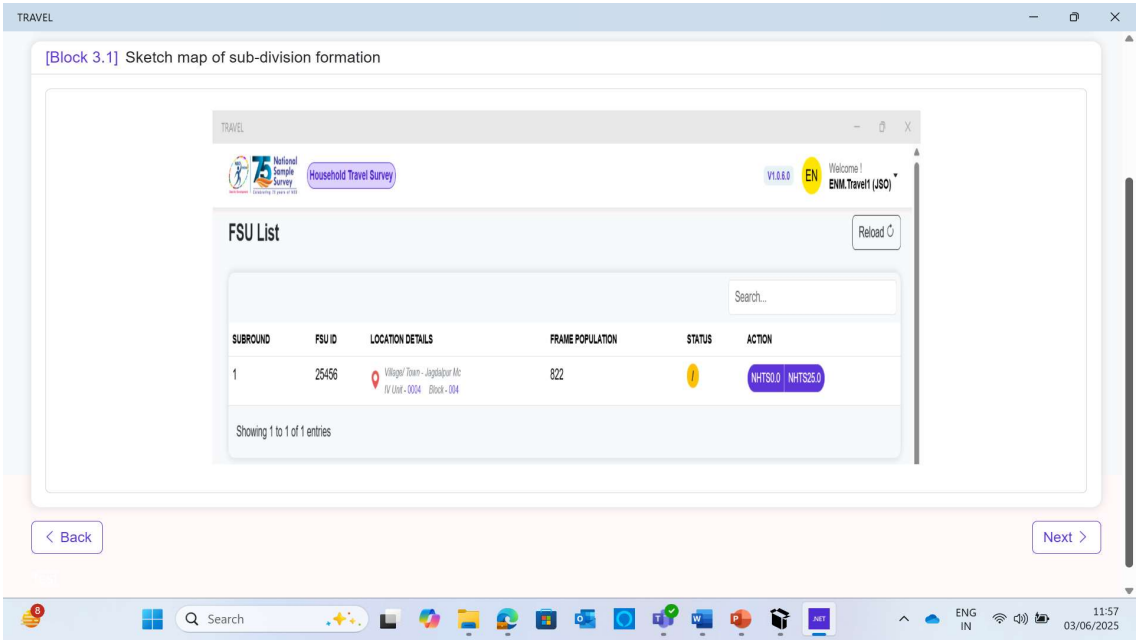


Figure 9-NHTS0.0-Block3.1

8. Block 4.3



Figure 10-NHTS0.0-Block4.3

9. Block 5

TRAVEL

[Block 5] List of households and selection of households for Schedule on Tourism (Schedule 21.1).

Srl.No.	House Number	HHD Serial	HHD Head	HHD Size	Usual monthly consumption expenditure of the household (Rs.)	UMPCE (Rs.)	UMPCE code	Any household member completed overnight trip during last 365 days for medical/ holidaying/ shopping purpose? (yes-1, no-2)"	For 2 in col. 9, any household member completed any other overnight trip during last 30 days? (yes-1, no-2)	SSS	Selected
134	QUWdE9n25x	134	6ICVA	13	63985	4921	2	2	1	4	☐
57	eNvO3txn6f	57	GSLE9	15	40266	2684	2	1	0	3	☐
113	b1nb1jocJn	113	gZ1pc	9	5356	595	2	1	2	5	☑
23	Au42J4dkUF	23	oLpgJ	6	28245	4707	2	2	0	1	☐
69	6NpCXOdwhl	69	7m0CZ	5	96483	19296	2	1	2	4	☐
27	M5lauw5Sud	27	fdVdf	8	41902	5237	2	2	2	4	☐
48	5YC8K3EQVE	48	II79R	8	65799	8224	2	2	2	3	☐
66	LCg0i4GC0D	66	LRVqS	10	33255	3325	2	1	1	3	☐
71	mYIp7Pg6U7	71	DeHfe	15	35971	2398	2	1	0	1	☐
161	zkSXOXdGR8	161	gkFCP	4	40768	10192	2	2	1	4	☐
118	zbhWipkpbK	118	LrFTJ	3	77421	25807	2	1	0	4	☐
164	2gqQHwqJ8e	164	T7ksW	7	29541	4220	2	2	2	2	☐

Figure 11-NHTS0.0-Block5

10. Block 5A

TRAVEL

[Block 5A] Record of selection of households for schedule Travel.

Srl.No.	House Number	HHD Serial	HHD Head	HHD Size	Selected
134	QUWdE9n25x	134	6ICVA	13	☐
57	eNvO3txn6f	57	GSLE9	15	☐
113	b1nb1jocJn	113	gZ1pc	9	☐
23	Au42J4dkUF	23	oLpgJ	6	☐
69	6NpCXOdwhl	69	7m0CZ	5	☐
27	M5lauw5Sud	27	fdVdf	8	☐
48	5YC8K3EQVE	48	II79R	8	☑
66	LCg0i4GC0D	66	LRVqS	10	☐
71	mYIp7Pg6U7	71	DeHfe	15	☑
161	zkSXOXdGR8	161	gkFCP	4	☑
118	zbhWipkpbK	118	LrFTJ	3	☐
164	2gqQHwqJ8e	164	T7ksW	7	☑
61	20UghvdSGb	61	T2V7i	12	☑
111	NX6Ugn1vdM	111	8PG63	10	☐

Figure 12-NHTS0.0-Block5A

11. Block 6

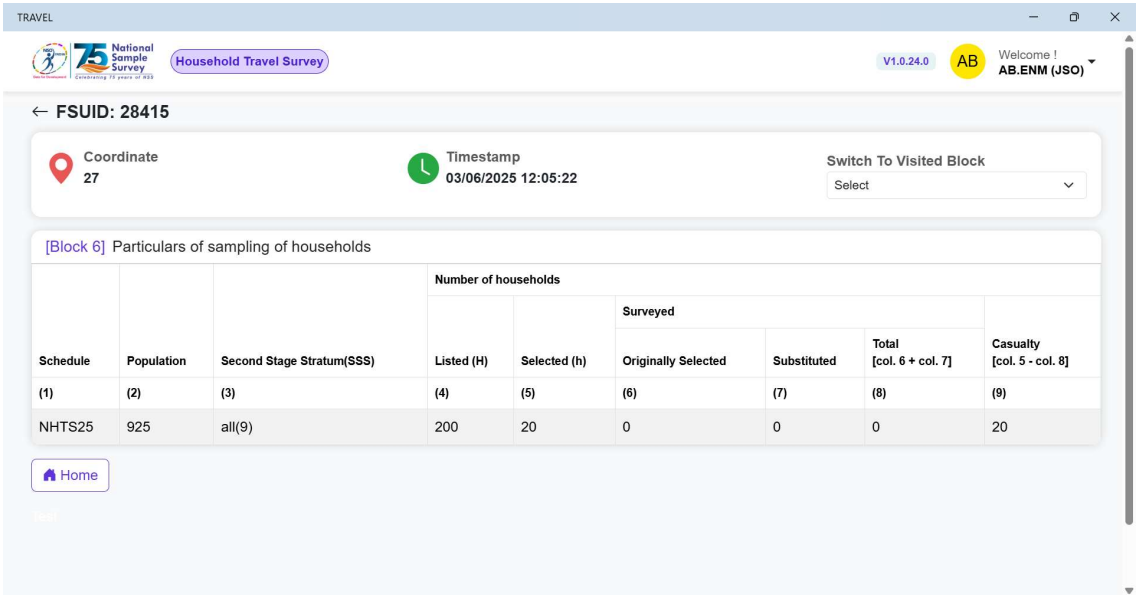


Figure 13-NHTS0.0-Block6

VIII. NHTS25.0 Button

By clicking on this button, user will land up to Selected Sample Units list with all the selected households for survey

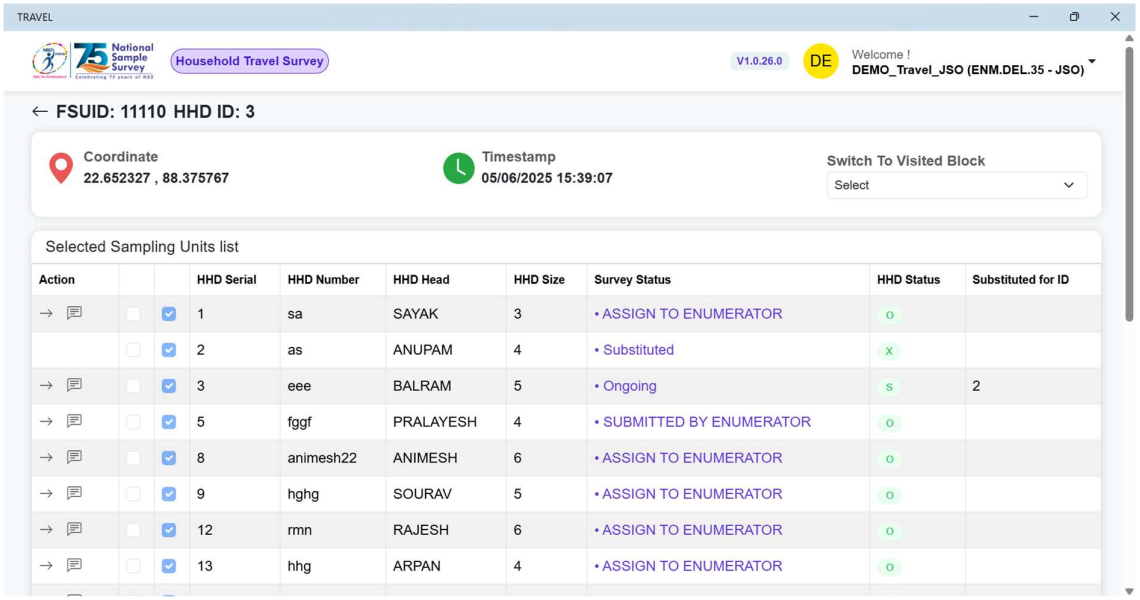


Figure 14-NHTS25.0-SSU List

Each row in this list is started with a right arrow button for selection of an SSU for canvassing.

By default, the status in column 6 shows ‘Assign to Enumerator’ when no canvassing has started. Once selected and the canvassing starts, the status is changed to ‘Ongoing’. The status subsequently changes to ‘Submitted by Enumerator’ when the survey is submitted to the supervisor.

The column 8 shows if the status of household is selected is Original or Substituted.

The Substituted for Id column shows the HHD serial of the household which was originally selected for survey but substituted.

Clicking on a right arrow (→) will take you to the Block 1 of the household.

1. Block 1

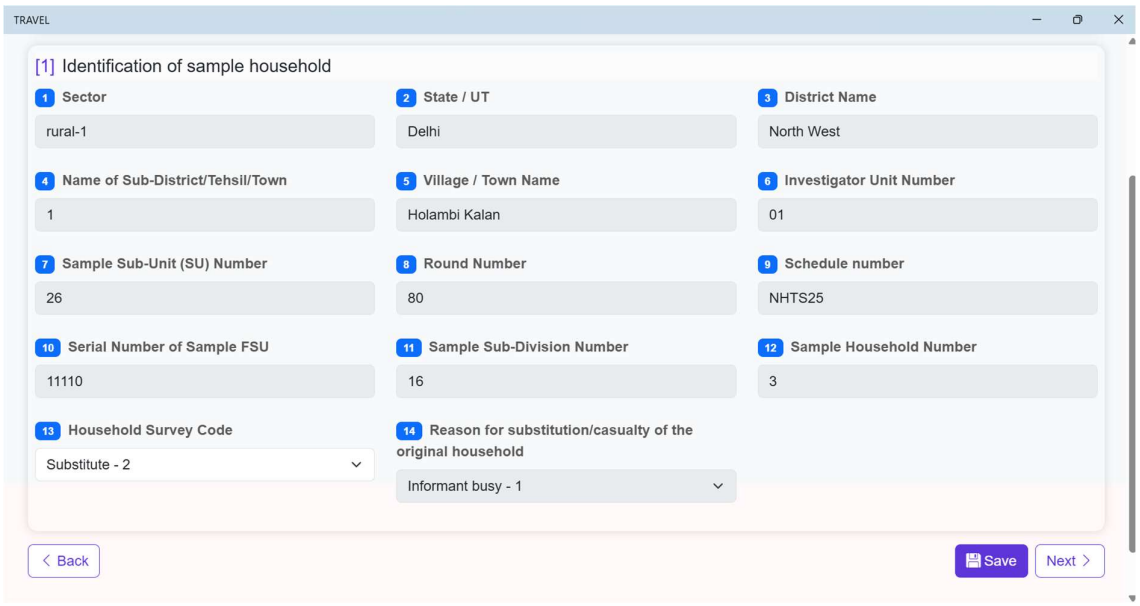


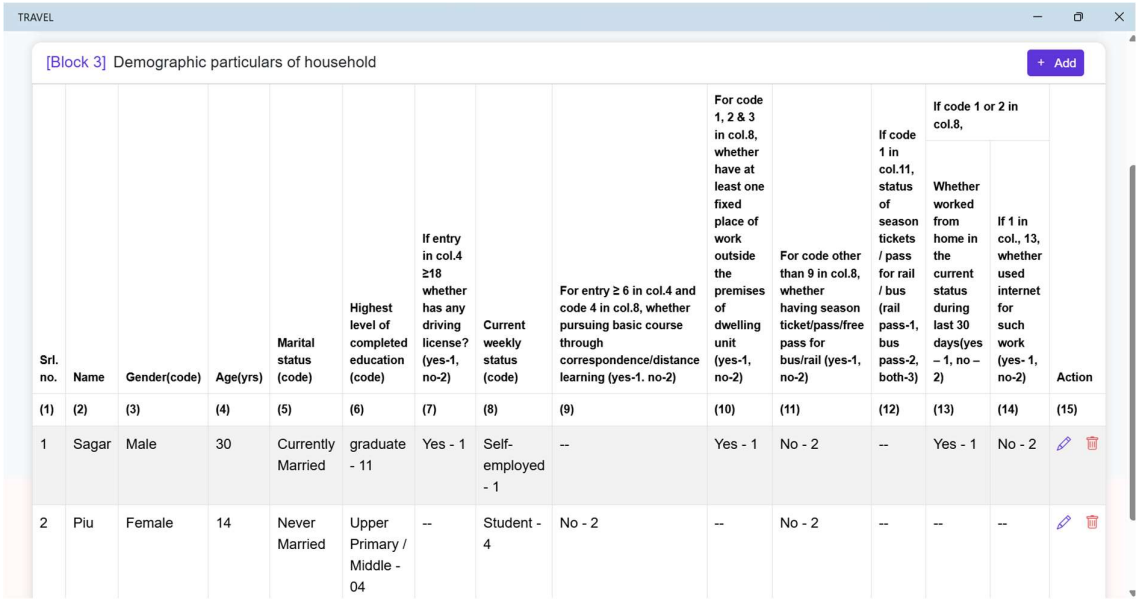
Figure 15-NHTS25.0-Block 1

You need to select a Survey Code as 1, 2 or 3 in item 13. If entry in item 13 is 2 or 3, then item 14 activated.

If you select 9 in column 14, you will be able to enter Remarks.

Save the entry and click Next to proceed to the next block.

2. Block 3



Srl. no.	Name	Gender(code)	Age(yrs)	Marital status (code)	Highest level of completed education (code)	If entry in col.4 ≥18 whether has any driving license? (yes-1, no-2)	Current weekly status (code)	For entry ≥ 6 in col.4 and code 4 in col.8, whether pursuing basic course through correspondence/distance learning (yes-1. no-2)	For code 1, 2 & 3 in col.8, whether have at least one fixed place of work outside the premises of dwelling unit (yes-1, no-2)	For code other than 9 in col.8, whether having season ticket/pass/free pass for bus/rail (yes-1, no-2)	If code 1 in col.11, status of season tickets / pass for rail / bus (rail pass-1, bus pass-2, both-3)	If code 1 or 2 in col.8,		Action
												Whether worked from home in the current status during last 30 days(yes – 1, no – 2)	If 1 in col., 13, whether used internet for such work (yes- 1, no-2)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
1	Sagar	Male	30	Currently Married	graduate - 11	Yes - 1	Self-employed - 1	--	Yes - 1	No - 2	--	Yes - 1	No - 2	
2	Piu	Female	14	Never Married	Upper Primary / Middle - 04	--	Student - 4	No - 2	--	No - 2	--	--	--	

Figure 16-SCH25.0-Block3

Block 3 table that captures demographic particulars of household members.

Button controls:

Add Button: Clicking Add button : it will open a pop-up window where household member details can be entered.

Save: Will save all the filled information.

Edit / Delete Button: After saving the demographic particulars, user will be able to edit or delete row using edit and delete button under action column

Back: Takes the user to the previous block.

Next: Takes the user to the Next Block.

Household member information can be entered one by one and submitted by clicking on the Add button. The following screen opens

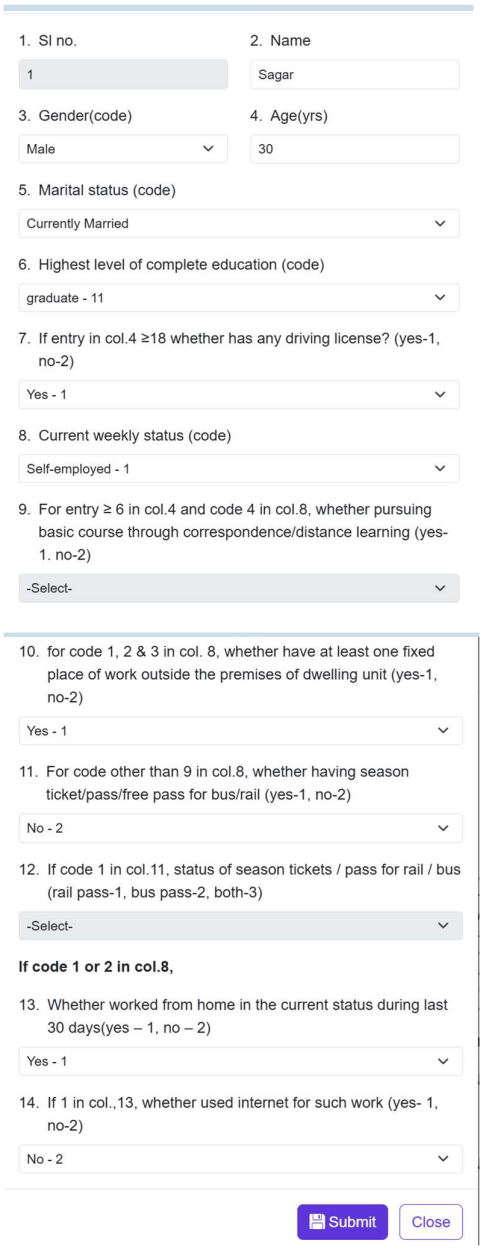


Figure 17-SCH25.0-Block3

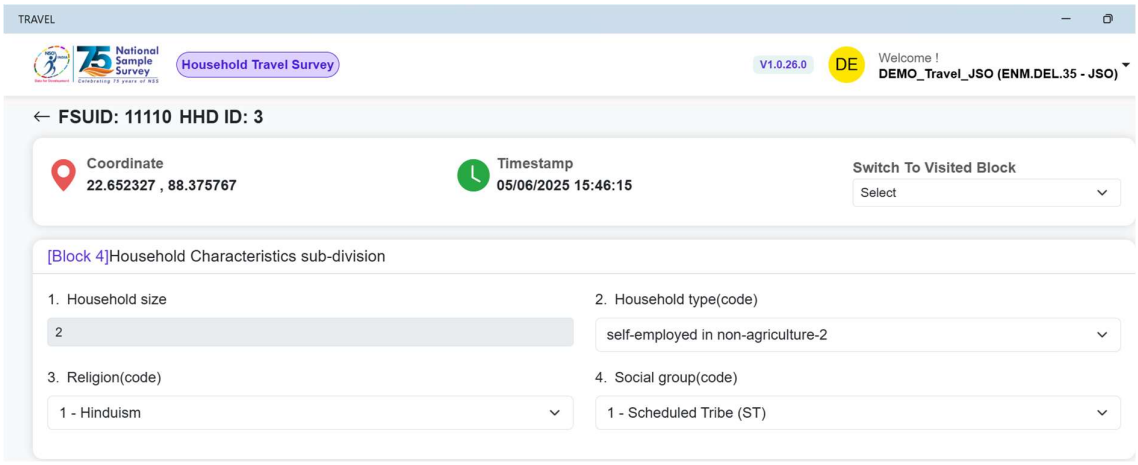
Data will be validated, according to the rules defined in NHTS25 schedule, upon clicking the Submit button at the bottom of the window.

This is a crucial block and many later blocks are dependent on this block. **It is, therefore, essential that entry of this block is completed correctly in all respect before proceeding for later block entry.**

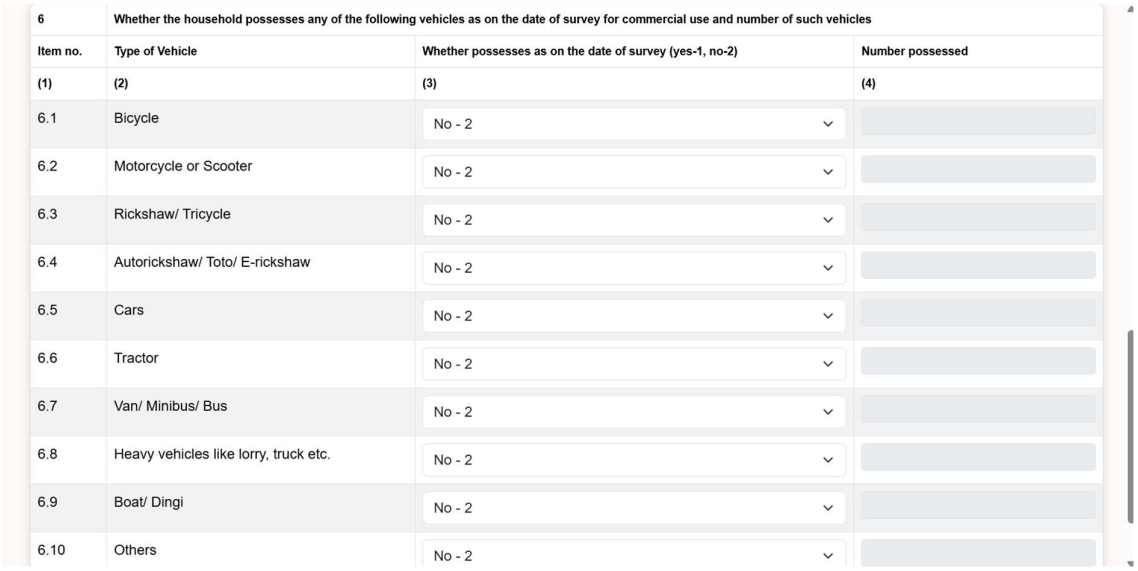
Click Submit button after completion of entry to save the entered data.

Click Save in the main block and then click Next button to proceed to block 4.

3. Block 4



5	Whether the household possesses any of the following vehicles as on the date of survey for household use and number of such vehicles		
Item no.	Type of Vehicle	Whether possesses as on the date of survey (yes-1, no-2)	Number possessed
(1)	(2)	(3)	(4)
5.1	Bicycle	No - 2	
5.2	Motorcycle or Scooter	No - 2	
5.3	Rickshaw/ Tricycle	No - 2	
5.4	Autorickshaw/ Toto/ E-rickshaw	No - 2	
5.5	Cars	No - 2	
5.6	Tractor	No - 2	
5.7	Boat/ Dingi	No - 2	
5.8	Others	No - 2	



6	Whether the household possesses any of the following vehicles as on the date of survey for commercial use and number of such vehicles		
Item no.	Type of Vehicle	Whether possesses as on the date of survey (yes-1, no-2)	Number possessed
(1)	(2)	(3)	(4)
6.1	Bicycle	No - 2	
6.2	Motorcycle or Scooter	No - 2	
6.3	Rickshaw/ Tricycle	No - 2	
6.4	Autorickshaw/ Toto/ E-rickshaw	No - 2	
6.5	Cars	No - 2	
6.6	Tractor	No - 2	
6.7	Van/ Minibus/ Bus	No - 2	
6.8	Heavy vehicles like lorry, truck etc.	No - 2	
6.9	Boat/ Dingi	No - 2	
6.10	Others	No - 2	

Figure 18-SCH25.0-Block4

This block captures Household Characteristics – Household size, Household type, Religion, Social group and different types of vehicle possession for own and commercial use.

Button controls:

Save: Will save all the filled information.

Back: Takes the user to the previous block.

Next: Takes the user to the Next Block.

Once done with the entry, click Save and then Next button to proceed to next block.

4. Block 5.1

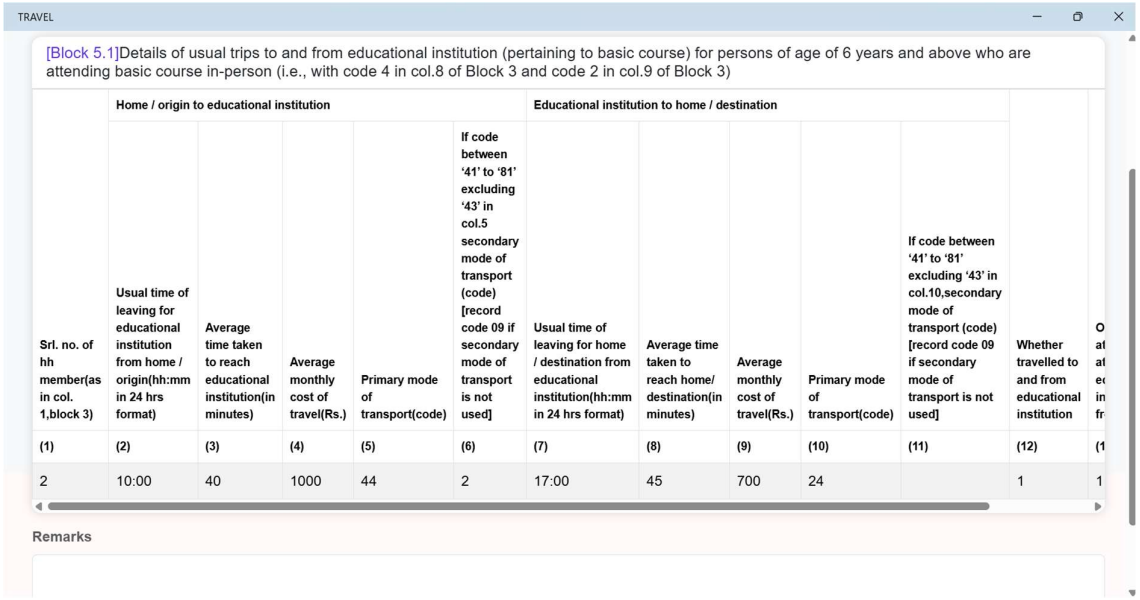


Figure 19-SCH25.0-Block5.1

Block 5.1 captures usual trip information for students (6 years and above) to and from educational institution.

Button controls:

Edit Button: Clicking Edit button will open a pop-up window where usual trip information can be entered or edited

Save: Will save all the filled information.

Back: Takes the user to the previous block.

Next: Takes the user to the Next Block.

Usual trip information can be entered one by one and submitted by clicking on the Add button using the following data entry screen:

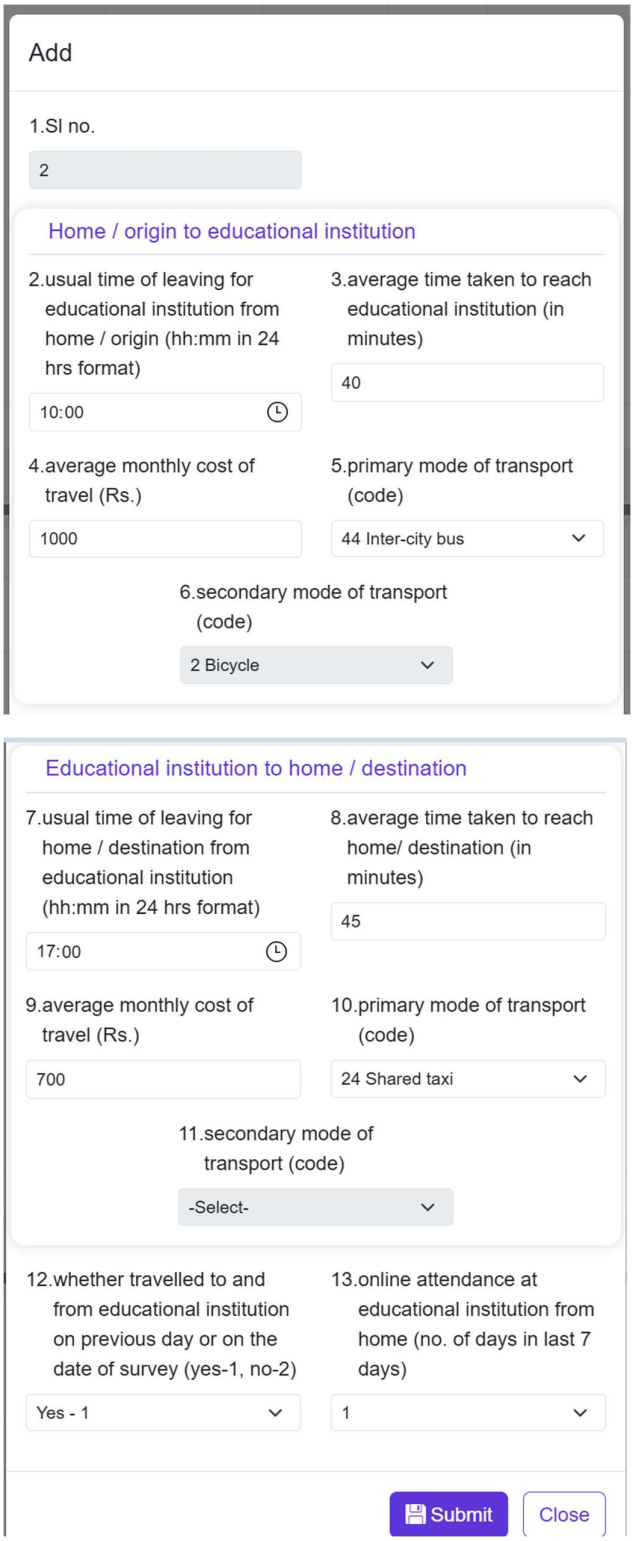


Figure 20-SCH25.0-Block5.1

Data will be validated, according to the rules defined in NHTS25 schedule, upon clicking the Submit button at the bottom of the window.

Time (item 2 and 7) can be selected from the Hour-Minute table in 24-hrs format or can be entered manually.

If column 12 of this block is equal to 1, one or more trip details can be entered in the in the next block (5.2) for each member record in this block.

Click Submit button after completion of entry to save the entered data.

Click Save button to save the data and navigate to block 5.2 by clicking on the Next button.

5. Block 5.2

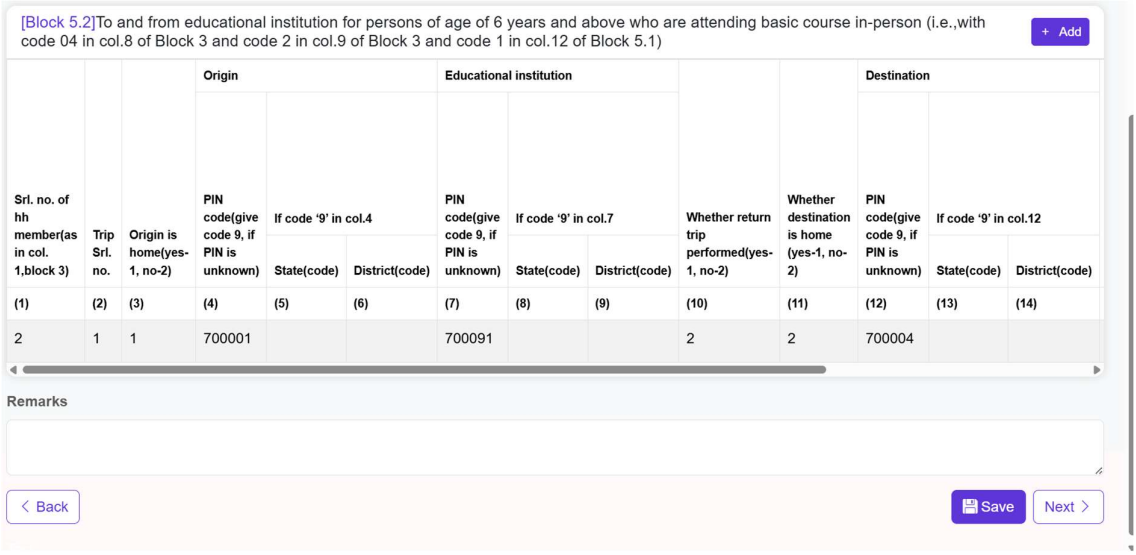


Figure 21-SCH25.0-Block5.2

Block 5.2 captures one or more latest trip details of students to and from educational institution for each member record created in block 5.1.

Button controls:

Add Button: Clicking Add button it will open a pop-up window where details of trip can be entered.

Save: Will save all the filled information.

Edit / Delete Button: After saving the trip trip details, user will be able to edit or delete row using edit and delete button under action column

Back: Takes the user to the previous block.

Next: Takes the user to the Next Block.

The following entry screen opens on clicking the Add button to capture a trip detail data.

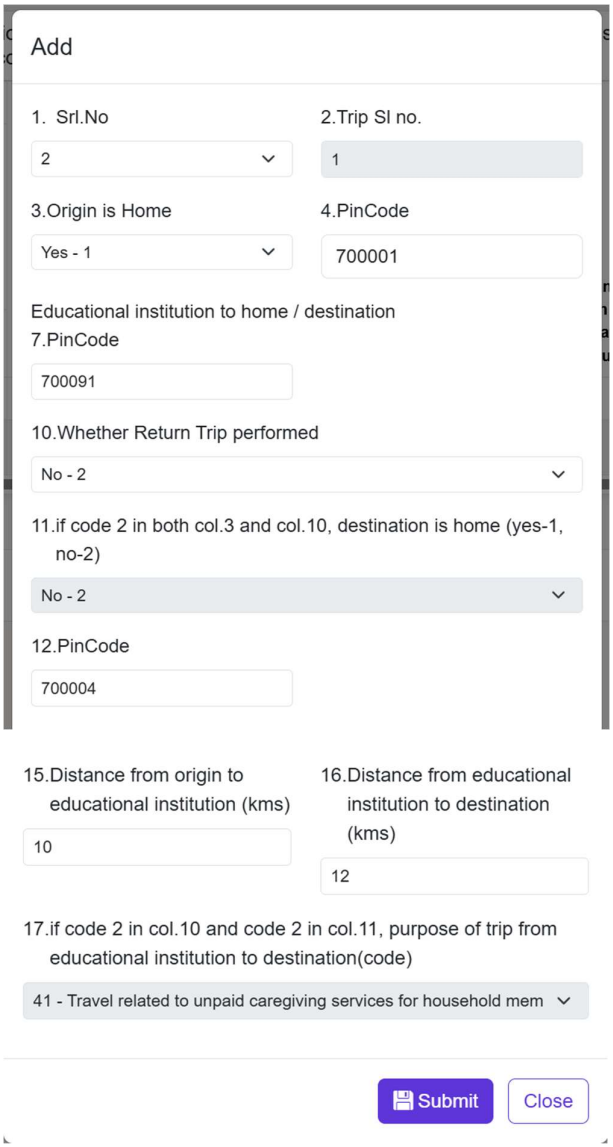


Figure 22-SCH25.0-Block5.2

Data will be validated, according to the rules defined in NHTS25 schedule, upon clicking the Submit button at the bottom of the window.

At least one trip detail must be entered for each record created in block 5.1. Click Save button as a practice to save the data after entry of each trip detail record in this block.

State and District columns will appear only if '9' is entered in the pincode column.

Click Submit button after completion of entry to save the entered data.

On completion of capturing all trip details data, save the data and navigate to block 6.1 by clicking on the Next button.

6. Block 6.1

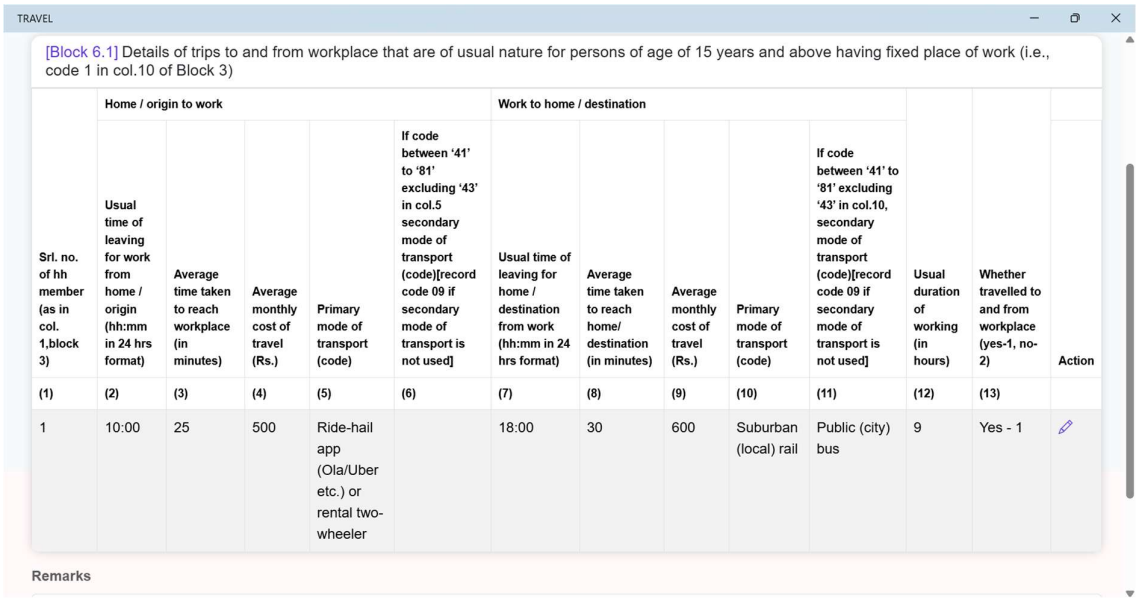


Figure 23-SCH25.0-Block6.1

Block 6.1 captures usual trip information to and from working place for those working members (15 years and above) who have a fixed place of work.

Button controls:

Edit Button: Clicking Edit button will open a pop-up window where usual trip information can be entered or edited

Save: Will save all the filled information.

Back: Takes the user to the previous block.

Next: Takes the user to the Next Block.

Usual trip information can be entered one by one and submitted by clicking on the Add button using the following data entry screen:

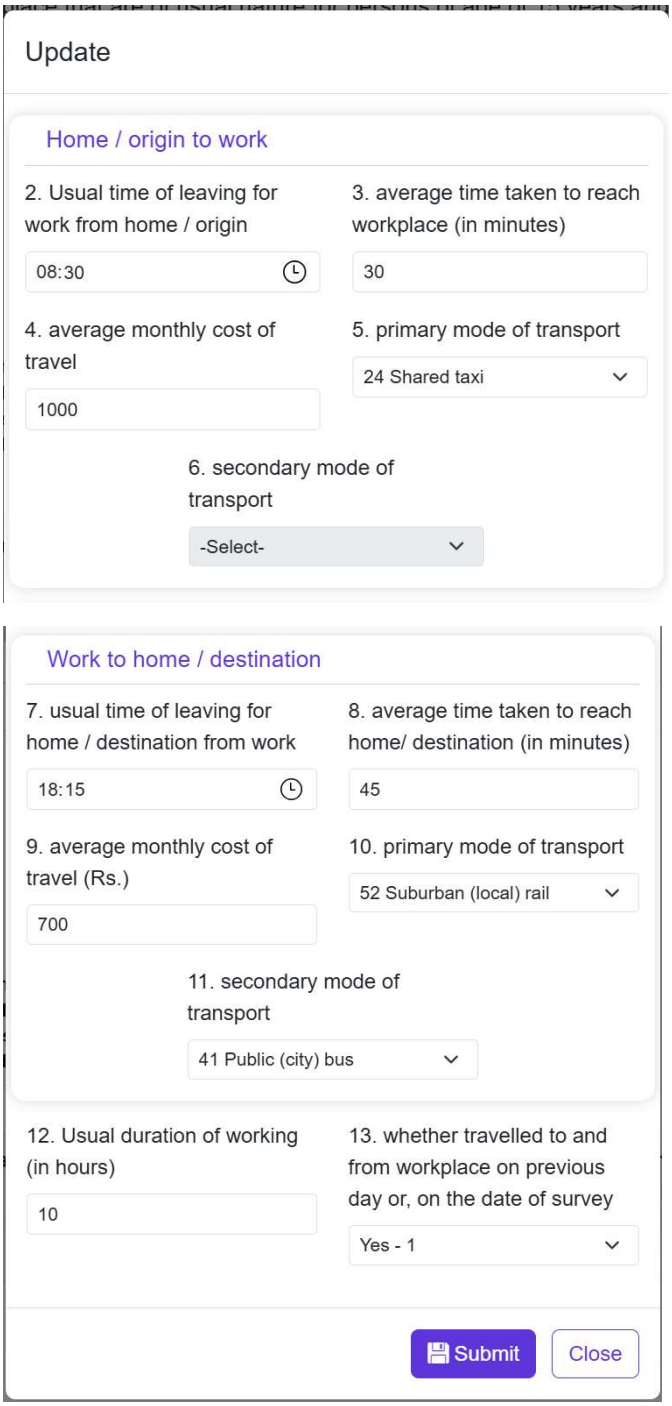


Figure 24-SCH25.0-Block6.1

Data will be validated, according to the rules defined in NHTS25 schedule, upon clicking the Submit button at the bottom of the window.

Time can be selected from the Hour-Minute table in 24-hrs format or can be entered manually.

If column 13 of this block is equal to 1, one or more trip details can be entered in the in the next block (6.2) for each member record in this block.

Click Submit button after completion of entry to save the entered data.

Click Save button to save the data and navigate to block 6.2 by clicking on the Next button.

7. Block 6.2

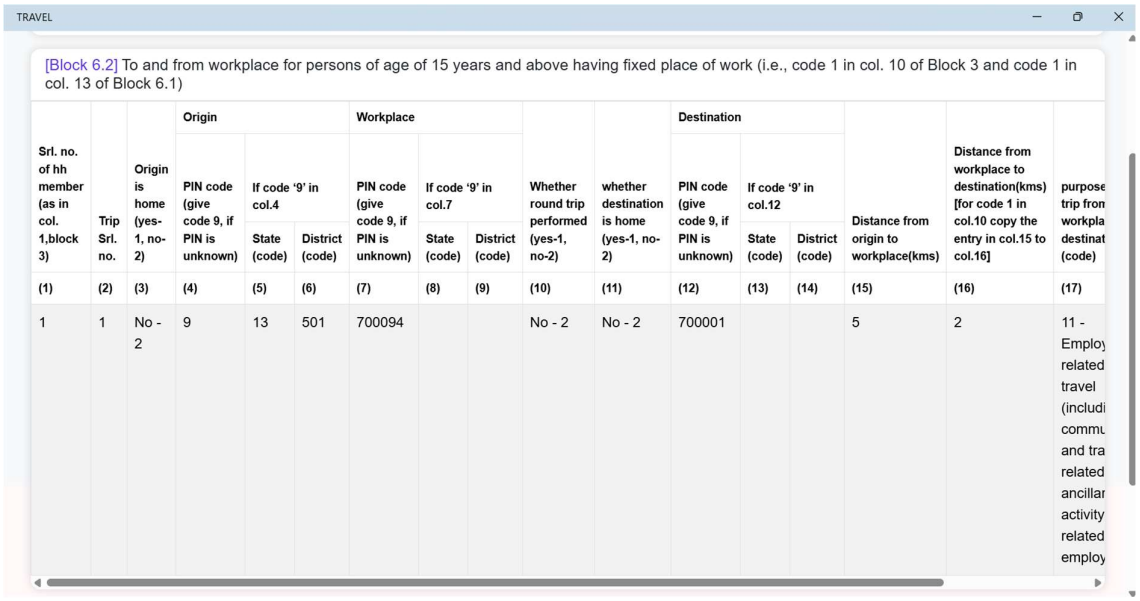


Figure 25-SCH25.0-Block6.2

Block 6.2 captures one or more latest trip details of working members to and from their fixed working place for each member record created in block 6.1.

Button controls:

Add Button: Clicking Add button it will open a pop-up window where details of trip can be entered.

Save: Will save all the filled information.

Edit / Delete Button: After saving the trip trip details, user will be able to edit or delete row using edit and delete button under action column

Back: Takes the user to the previous block.

Next: Takes the user to the Next Block.

The following entry screen opens on clicking the Add button to capture a trip detail data.

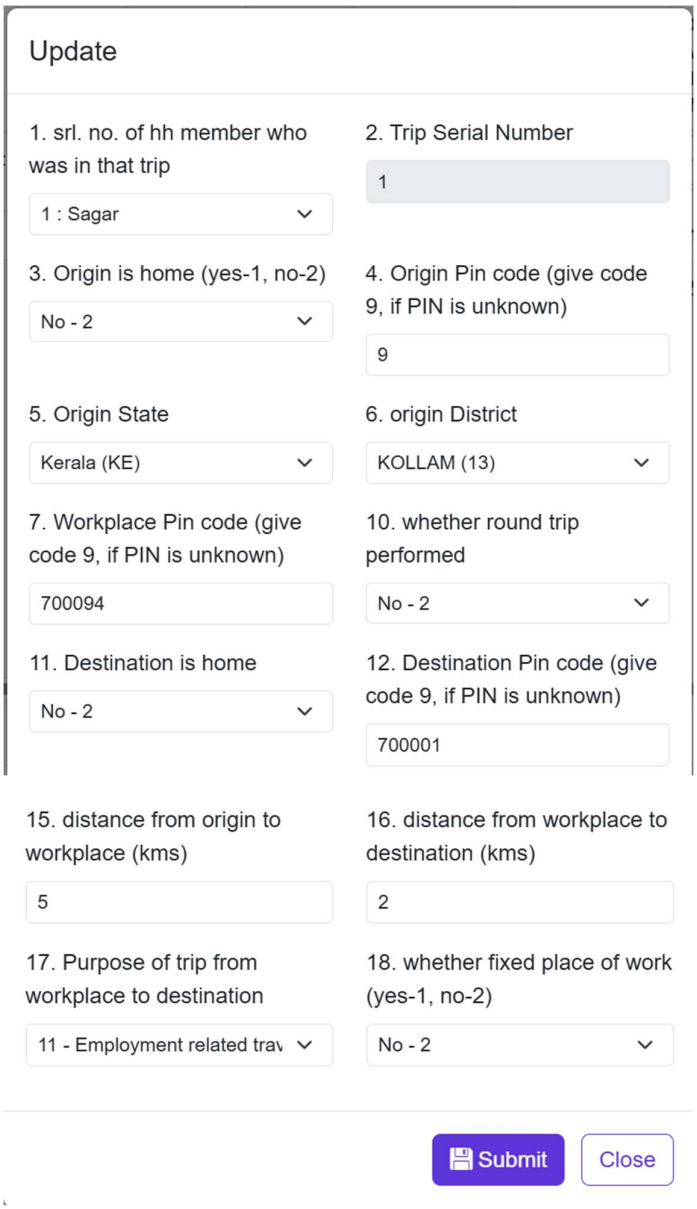


Figure 26-SCH25.0-Block6.2

Data will be validated, according to the rules defined in NHTS25 schedule, upon clicking the Submit button at the bottom of the window.

Click Save button as a practice to save the data after entry of each trip detail record in this block.

State and District columns will appear only if '9' is entered in the pincode column.

Click Submit button after completion of entry to save the entered data.

On completion of capturing all trip details data, save the data and navigate to block 7 by clicking on the Next button.

8. Block 7

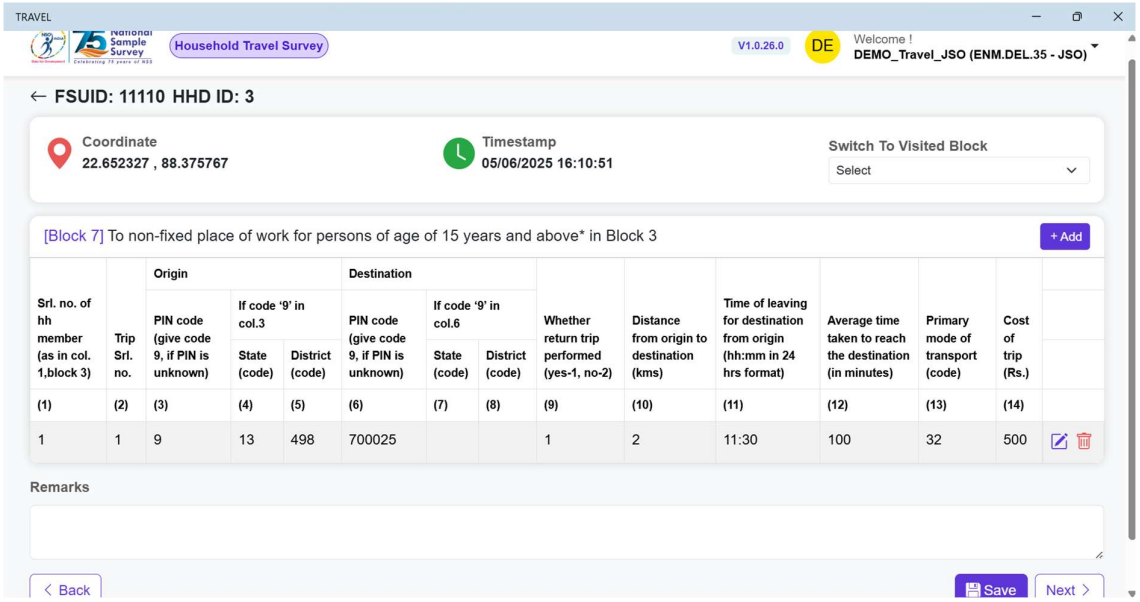


Figure 27-SCH25.0-Block7

Block 7 captures usual trip information to and from working place for those working members (15 years and above) who have non-fixed place(s) of work.

Button controls:

Add Button: Clicking Add button it will open a pop-up window where details of trip can be entered.

Save: Will save all the filled information.

Edit / Delete Button: After saving the trip details, user will be able to edit or delete row using edit and delete button under action column

Back: Takes the user to the previous block.

Next: Takes the user to the Next Block.

Trip details can be entered one by one and submitted by clicking on the Add button using the following data entry screen:

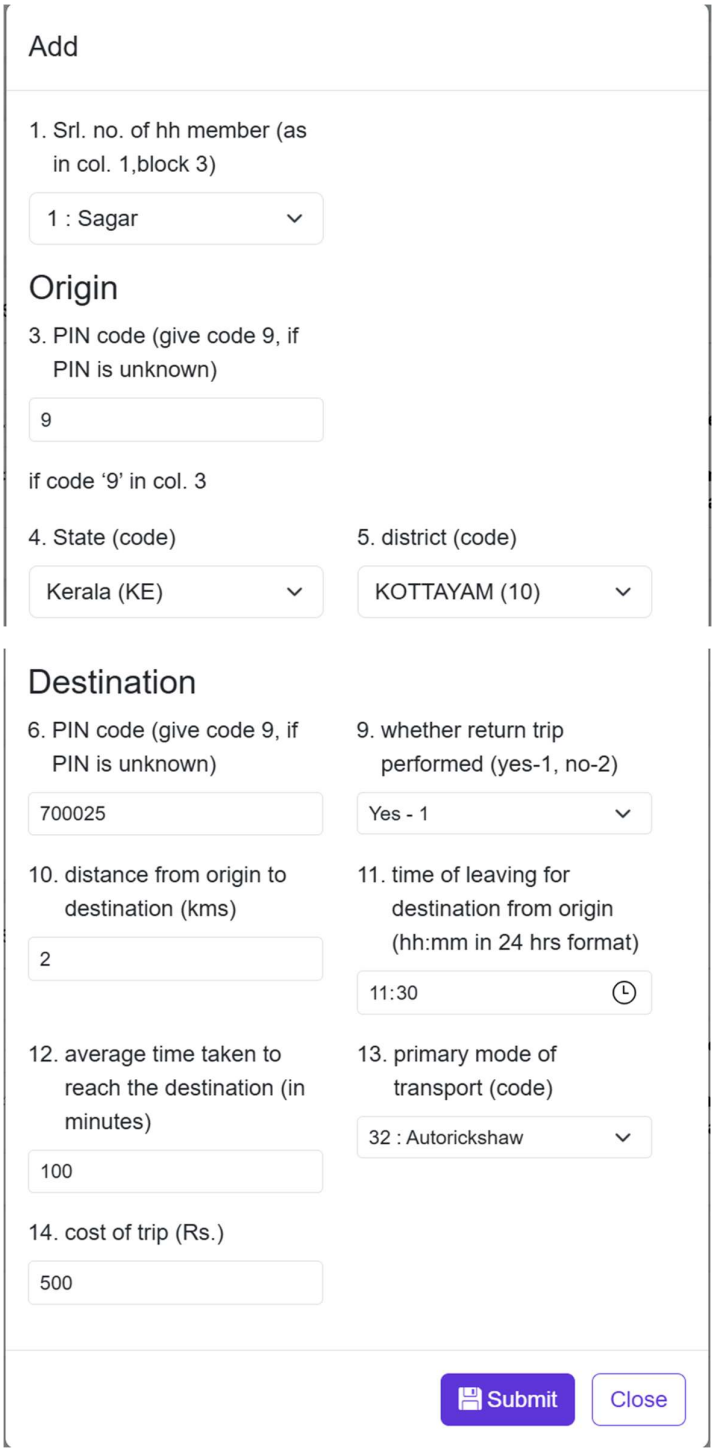


Figure 28-SCH25.0-Block7

Data will be validated, according to the rules defined in NHTS25 schedule, upon clicking the Submit button at the bottom of the window.

Maximum 3 trips per member is allowed.

Time can be selected from the Hour-Minute table in 24-hrs format or can be entered manually.

State and District columns will appear only if '9' is entered in the pincode column.

Click Submit button after completion of entry to save the entered data.

On completion of capturing all trip details data, save the data and navigate to block 8 by clicking on the Next button.

9. Block 8

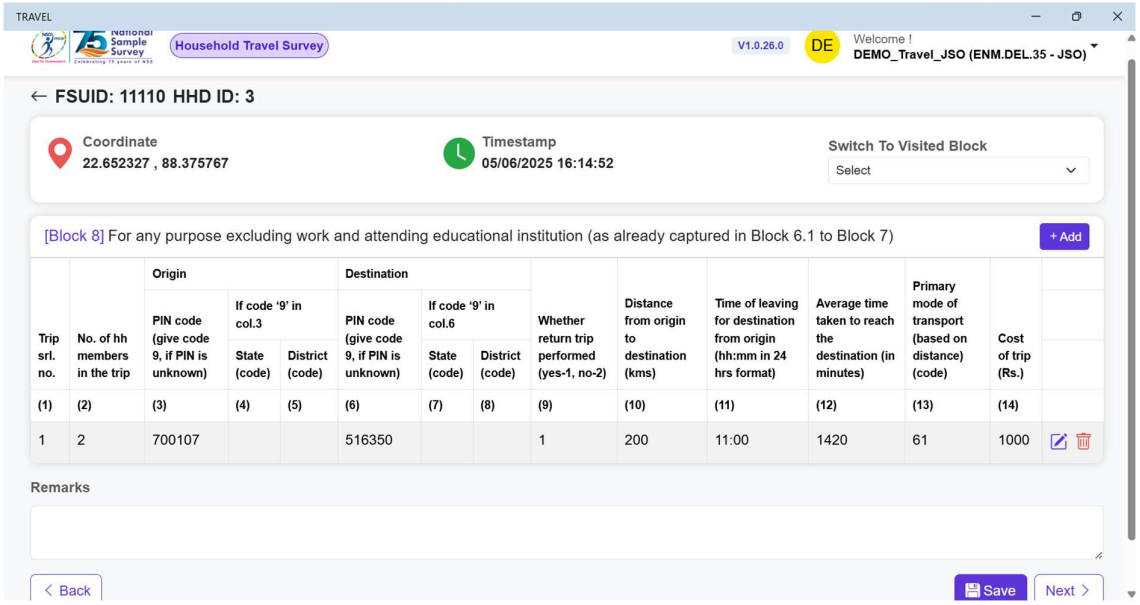


Figure 29-SCH25.0-Block8

Block 8 captures details of latest trips by household members aged 6 years and above who have travelled for purposes that are not linked to workplace or educations institutions.

Button controls:

Add Button: Clicking Add button it will open a pop-up window where trip information can be entered.

Save: Will save all the filled information.

Edit / Delete Button: After saving the trip information, user will be able to edit or delete row using edit and delete button under action column

Back: Takes the user to the previous block.

Next: Takes the user to the Next Block.

Trip details can be entered one by one and submitted by clicking on the Add button using the following data entry screen:

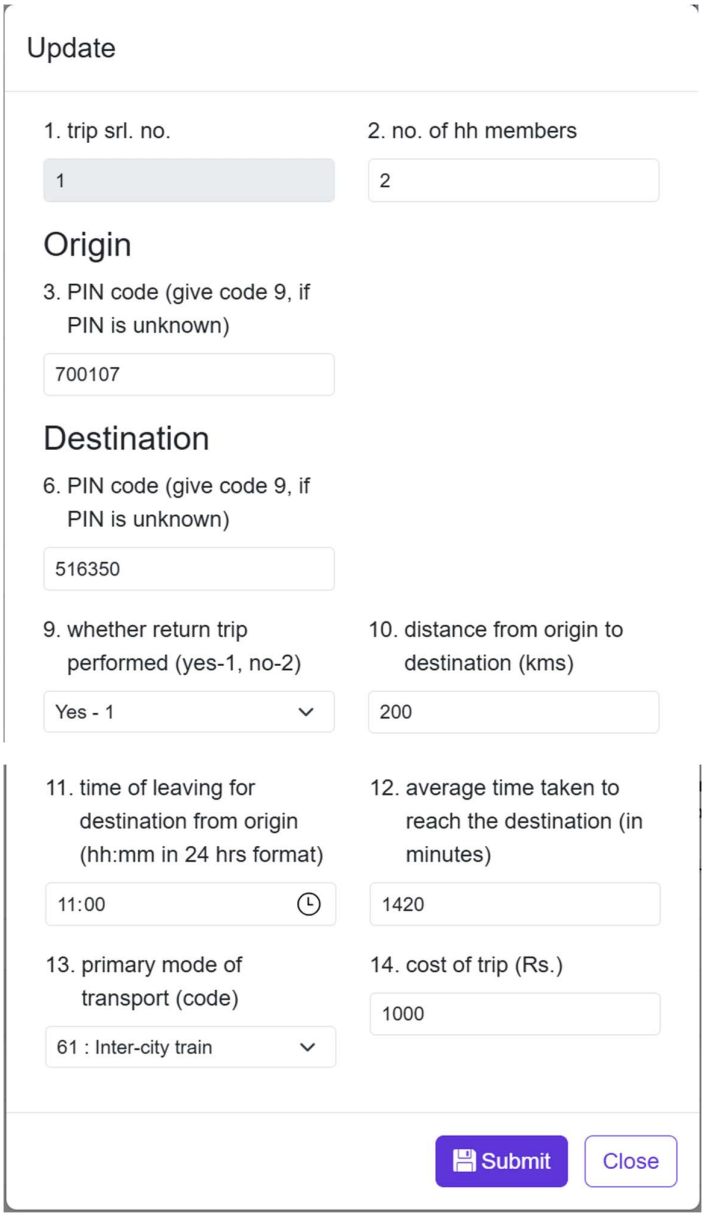


Figure 30-SCH25.0-Block8

Data will be validated, according to the rules defined in NHTS25 schedule, upon clicking the Submit button at the bottom of the window.

Time can be selected from the Hour-Minute table in 24-hrs format or can be entered manually.

State and District columns will appear only if '9' is entered in the pincode column.

Click Submit button after completion of entry to save the entered data.

On completion of capturing all trip details data, save the data and navigate to block 8.1 by clicking on the Next button.

10. Block 8.1

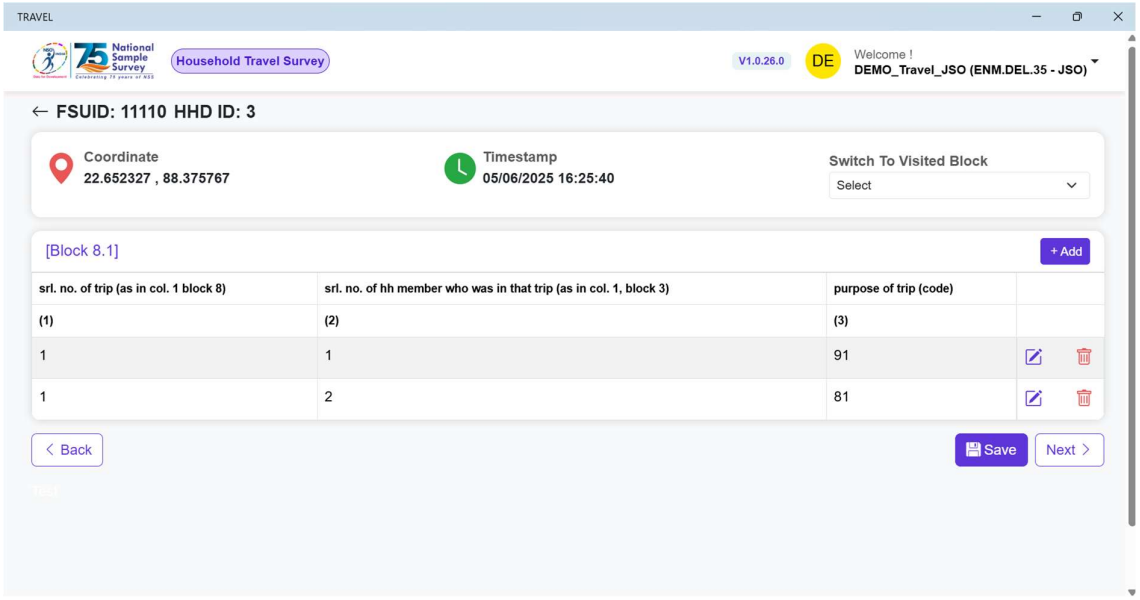


Figure 31-SCH25.0-Block8.1

Block 8.1 captures purpose of trip for each household member captured In one or more trips entered in block 8.

Button controls:

Add Button: Clicking Add button it will open a pop-up window where purpose trip information can be entered for each member travelled.

Save: Will save all the filled information.

Edit / Delete Button: After saving the purpose of trip information, user will be able to edit or delete row using edit and delete button under action column

Back: Takes the user to the previous block.

Next: Takes the user to the Next Block.

Purpose of Trip information can be entered one by one and submitted by clicking on the Add button using the following data entry screen:

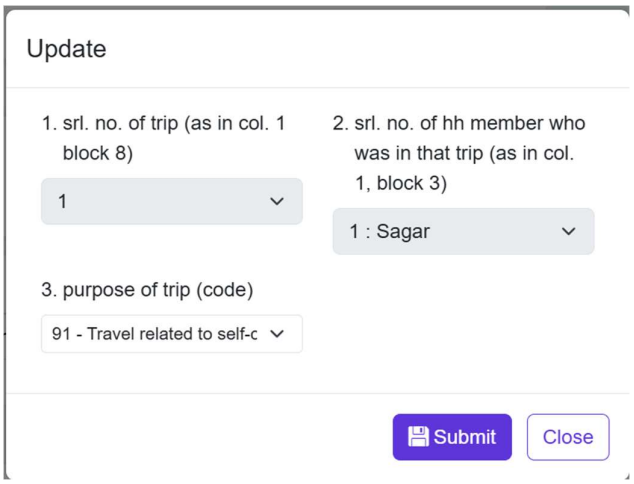


Figure 32-SCH25.0-Block8.1

Data will be validated, according to the rules defined in NHTS25 schedule, upon clicking the Submit button at the bottom of the window.

Click Submit button after completion of entry to save the entered data.

On completion of capturing all trip details data, save the data and navigate to block 9 by clicking on the Next button.

11. Block 9

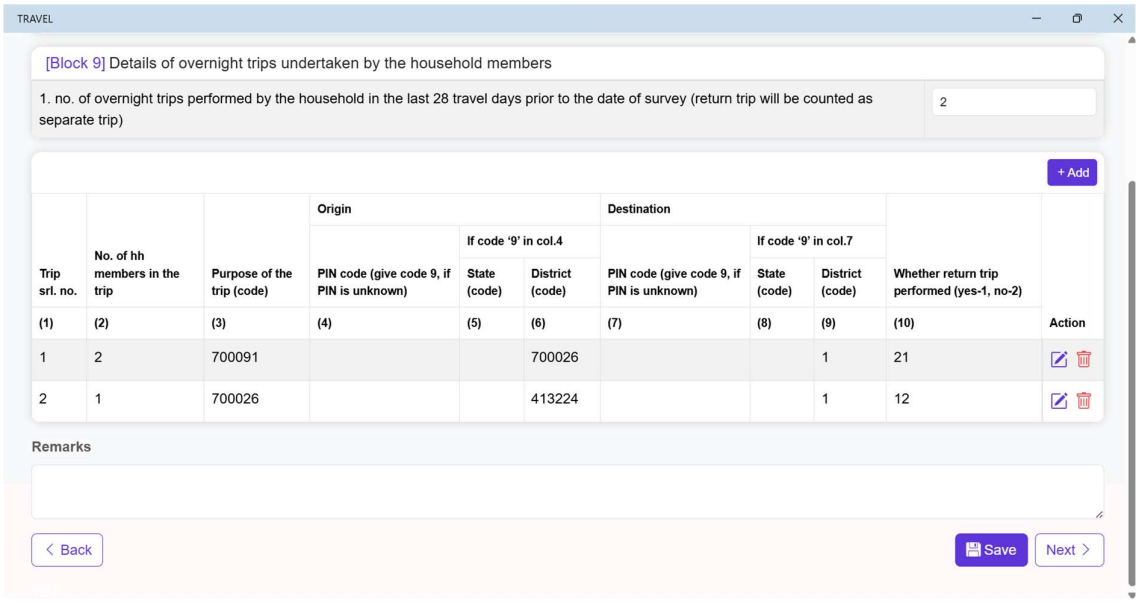


Figure 33-SCH25.0-Block9

Block 9 captures overnight trip information of the household members.

Button controls:

Add Button: Clicking Add button will open a pop-up window where data related to overnight trips can be entered at the trip level.

Save: Will save all the filled information.

Edit / Delete Button: After saving the purpose of trip information, user will be able to edit or delete row using edit and delete button under action column

Back: Takes the user to the previous block.

Next: Takes the user to the Next Block.

Trip data can be entered one by one and submitted by clicking on the Add button using the following data entry screen:

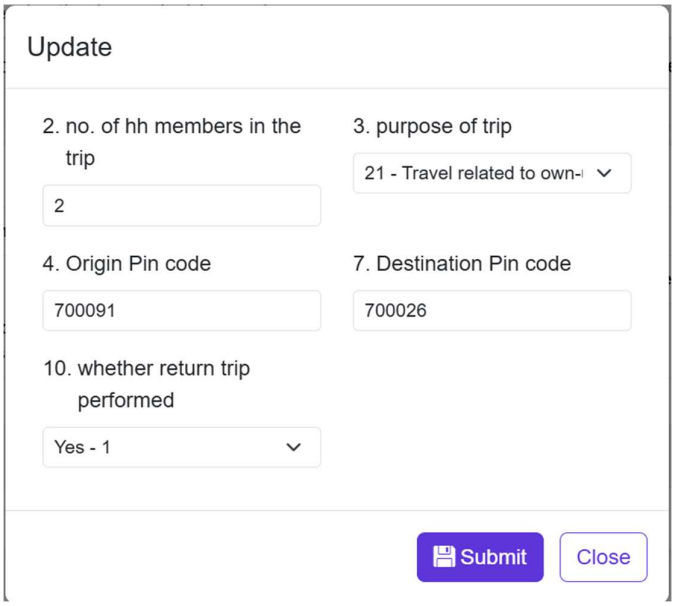


Figure 34-SCH25.0-Block9

Data will be validated, according to the rules defined in NHTS25 schedule, upon clicking the Submit button at the bottom of the window.

Time can be selected from the Hour-Minute table in 24-hrs format or can be entered manually.

State and District columns will appear only if '9' is entered in the pincode column.

Click Submit button after completion of entry to save the entered data.

On completion of capturing the trip level data, save the data and navigate to block 9.1 by clicking on the Next button.

12. Block 9.1

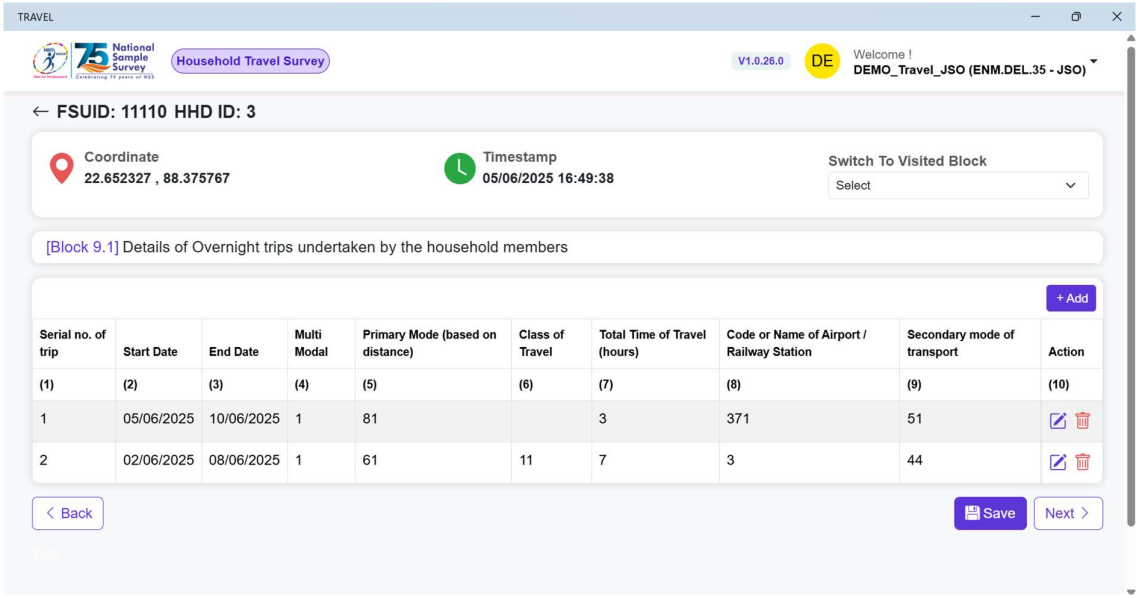


Figure 35-SCH25.0-Block9.1

Block 9.1 captures some detail information for each overnight trip entered in block 9.

Button controls:

Add Button: Clicking Add button will open a pop-up window where details of each overnight trip can be entered.

Save: Will save all the filled information.

Edit / Delete Button: After saving the purpose of trip information, user will be able to edit or delete row using edit and delete button under action column

Back: Takes the user to the previous block.

Next: Takes the user to the Next Block.

Details of each overnight trip can be entered one by one and submitted by clicking on the Add button using the following data entry screen:

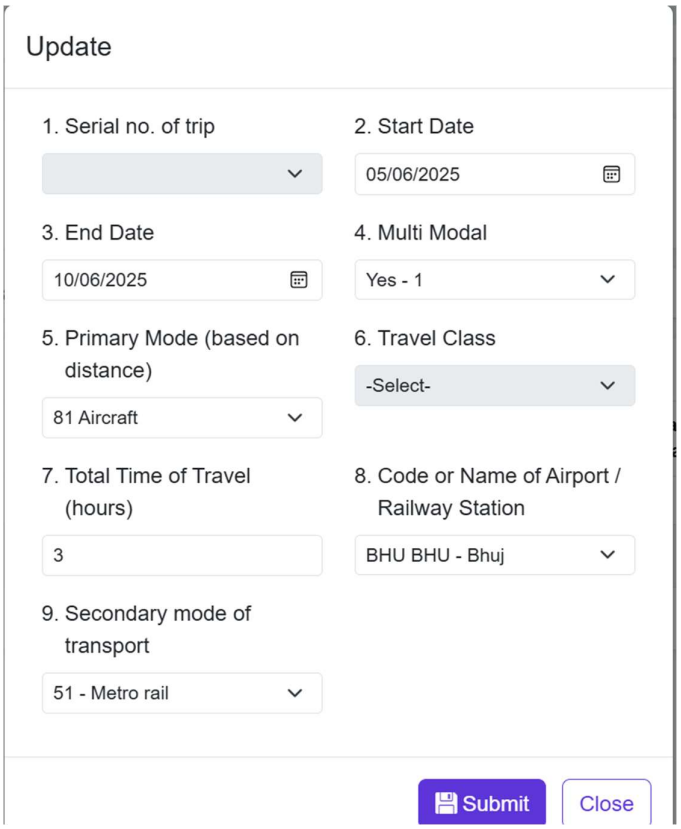


Figure 36-SCH25.0-Block9.1

Data will be validated, according to the rules defined in NHTS25 schedule, upon clicking the Submit button at the bottom of the window.

Click Submit button after completion of entry to save the entered data.

On completion of capturing the trip details, save the data and navigate to block 4.1 by clicking on the Next button.

13. Block 4.1

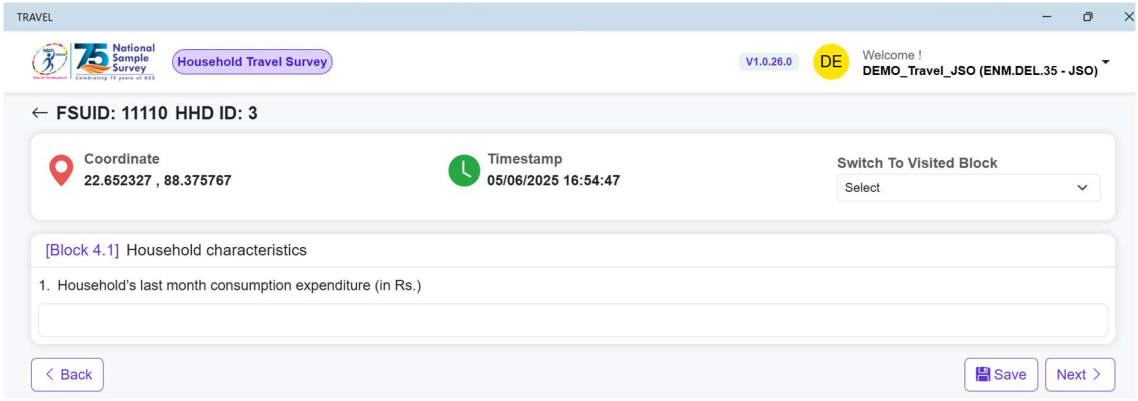


Figure 37-SCH25.0-Block4.2

Block 4.1 captures a single info related to household's – the last month consumption expenditure (in Rs.)

Button controls:

Save: Will save expenditure amount entered in item1.

Back: Takes the user to the previous block.

Next: Takes the user to the Next Block.

14. Block 10

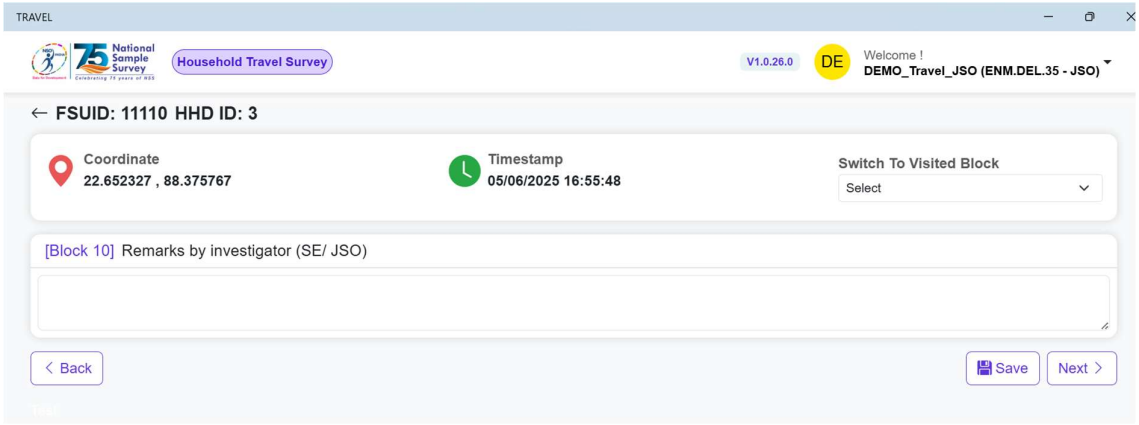


Figure 38-Block 10

In this block survey enumerator will make any remarks if required after the completion of Travel survey.

15. Block 2

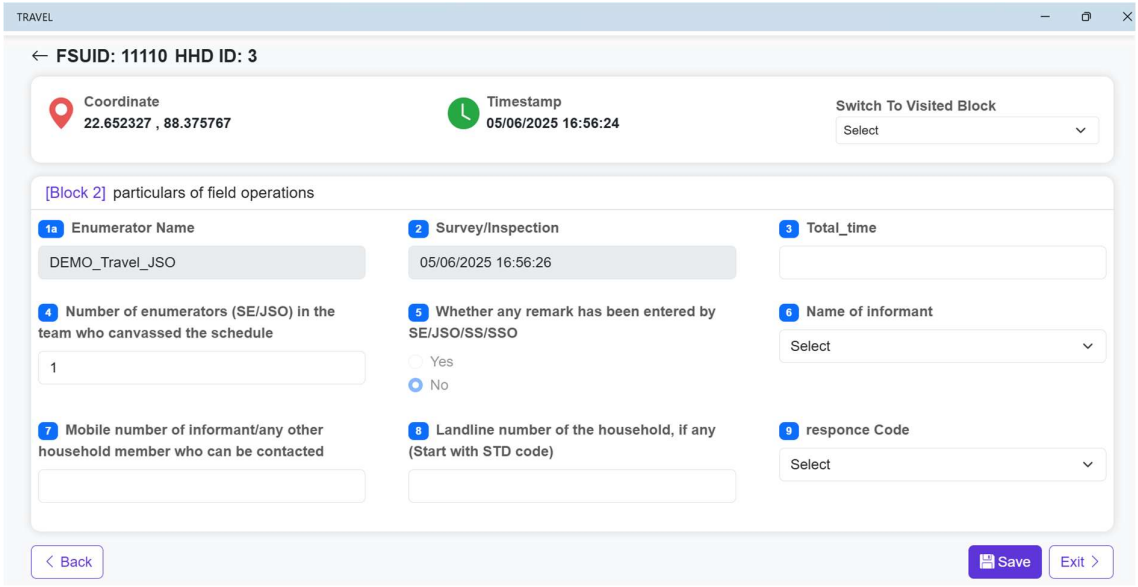


Figure 39-Particulars of Field Operations

In this field enumerator will enter the particulars of field operations like total time taken to canvass the schedule, name of the informant, mobile number of the informant, landline number of the informant (if any), etc.

Tips: 

By clicking on this button enumerator can exit from the current schedule and go back to the SSU list screen.

Save: Save all the filled information.

Back: User will navigate to the previous block.

Exit: Clicking Exit button system will go back to the listing screen

B. Supervisor Login into the CAPI

When supervisor login into the CAPI with his or her account, will land up in following page

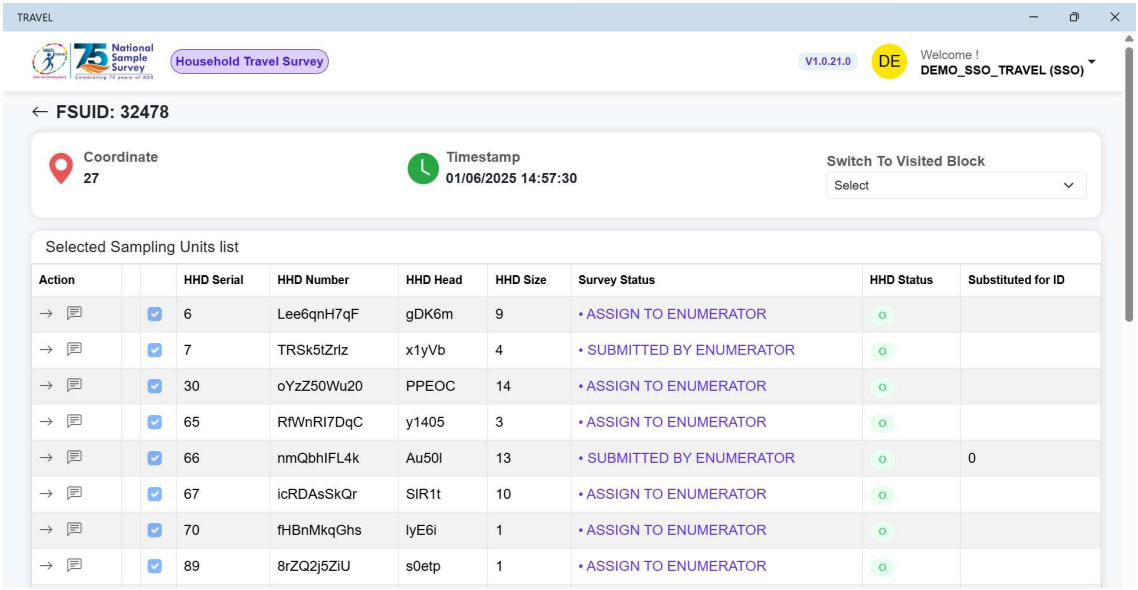


Figure 40-Particulars of Field Operations

- Only 'Submitted by Enumerator' status will be able to scrutinise the detail survey
- Click on the right arrow button (→) (under Action column) for the selected row to survey (e.g. HHD serial 66)
- Supervisor can see all NHTS0.0 and NHTS25.0 blocks in view mode and give Comments in each block at each item level

'Validate' button

This option will take the user to detail list of remarks and comments: **Validate warnings/Comments**

'Return to JSO' button

This option will take the user to submit the household to the JSO/Enumerator

'Submit to DS' button

This option will take the user to submit the household to the DS user.

1. Comments by Supervisor for a block

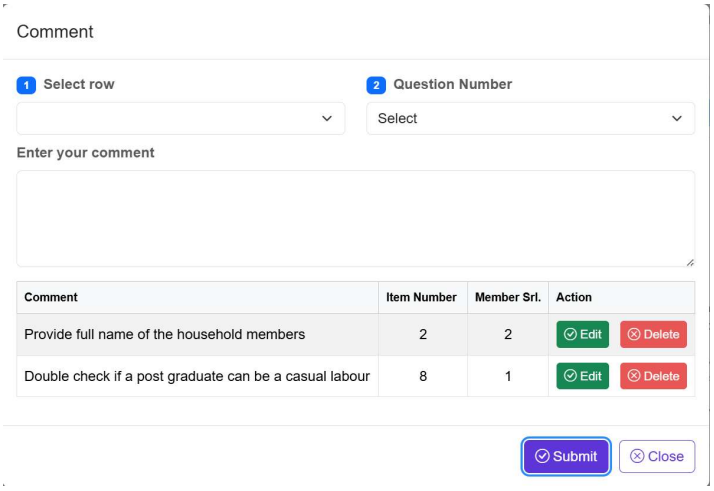


Figure 41-Particulars of Field Operations

- Add one or more comments for each selected row and question number (Item number) combination
- Submit the comments together for the block
- Refer to Validate option for the consolidated page for warnings and comments where action on each comment can be taken

2. Validate warnings/Comments

Validate option will show a consolidated page for all warnings and comments.

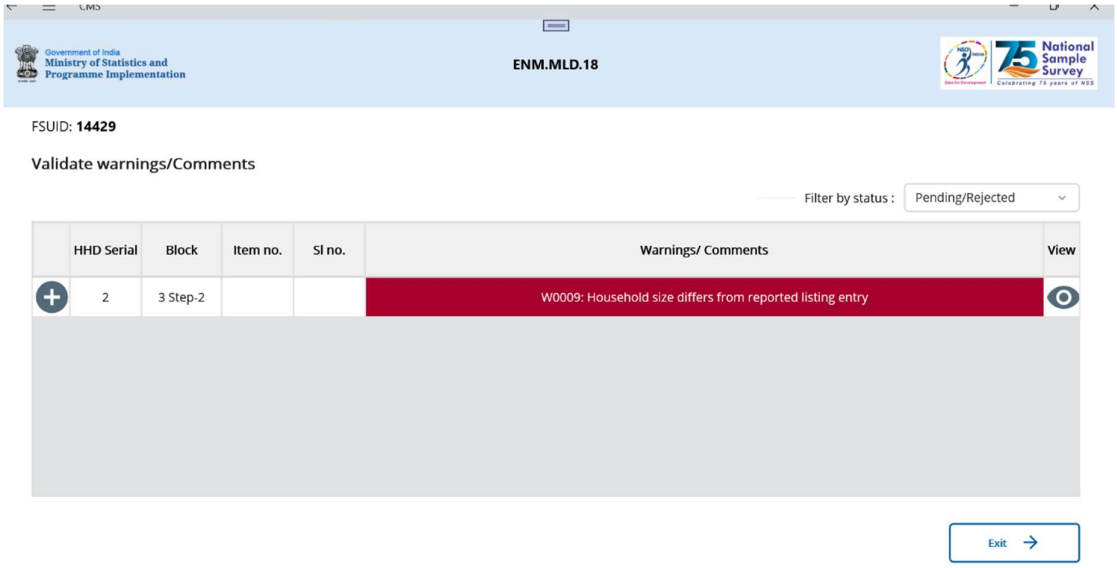
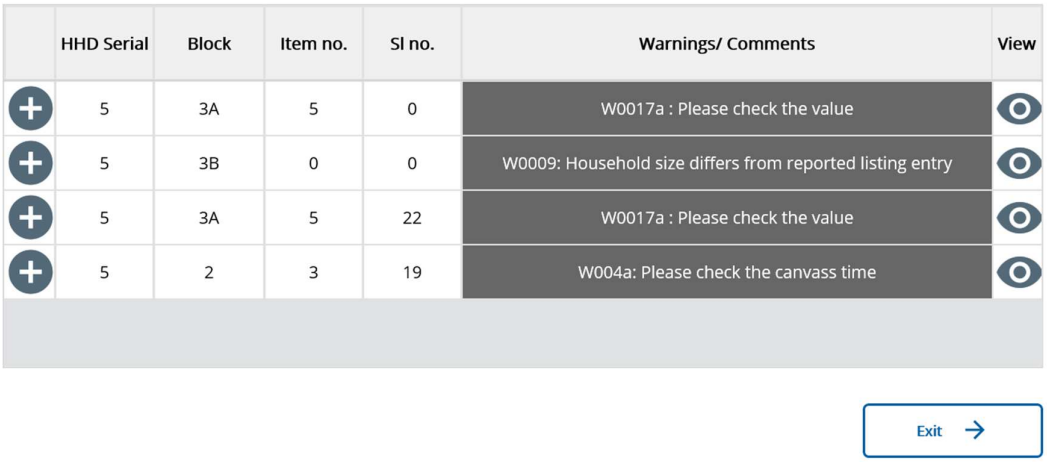


Figure 42-Particulars of Field Operations



Colour Codes: The warning/comments section will have three types of colours:

- Grey colour means: Actionable item
- Green colour means: Accepted comment
- Red colour means: Comment is rejected, or the warning is not yet resolved

Will explode the comments/remarks to see the thread of the comments chronologically.

This icon will take the user into actual entry screen of the concerned comment or remark

Once the is pressed, it will open the thread in following way.

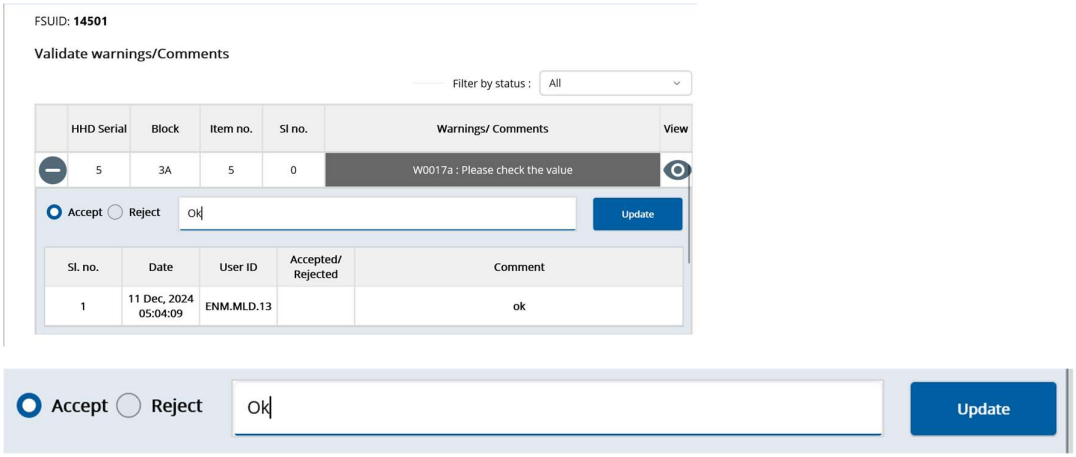
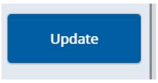


Figure 43-Particulars of Field Operations

Each comment will have Accept and Reject option.

Remember: There is a mandatory text field, where user should fill up the comment and Update.



After accepting the comment/remark the colour of the comment will be changed as bellow



In case, the user rejects the comment, the colour of the comment will be changed as below



C. Do's and Don'ts

There are few points we need to remember while using this CAPI.

- **Do's**
    - **Let the data be downloaded before going to field as it requires good network connection**
    - **Wait till data is downloaded, before clicking NHTS0.0 or NHTS25.0 tabs**
    - **NHTS25 Block 3: Demographic data entry should be completed in all respects before starting entry in the dependent blocks**
    - Submit data with good internet connection to avoid potential data loss
    - Use the latest version of the APK (whenever supplied) for data collection.
    - Submit previous work completely before installing updated/latest version
    - Supervisors should view dashboard through web browser
    - Data can be viewed by Windows APK by RO/ ZO Users once data is available in Server
    - Keep GPS location ON while canvassing/listing the households
    - Appropriate remarks to be given in response to the Data Supervisor and/ wherever required
    - Log-in using the correct user credential and start survey only if the log-in page shows correct enumerator details (no dummy in place of name of the user)
    - Take necessary actions on all the Warnings (if any) as appear in the detailed schedule (under validation button) at the HH level

    - **Login and Logout should be performed with internet**
    - At a time, only one user id can login to the system. In case of device change the user has to log-out from one device and then can login in other device.
    - In case, user is unable to logout, the same user can be Unblocked from Admin portal
    - All CAPI users should use the latest version. The CAPI will prompt if the installed App is not matching with latest version.
    - In case of referred back household by SUP, ENM has to press the download button against the referred back household to see the additional comments/ rejected warnings by SUP by pressing the survey button. Similar process may be followed to SUP ID also to see referred back household by DS
    - In case enumerators are using multiple tablets then before changing the tablet, submit the data in eSigma portal and while using new tablet download the listing and canvassing data to the new tablet and then go further.
- **Don'ts**
    - Avoid log-in with multiple users in a single device
    - Do not send back partial/incomplete/blank data immediately to the enumerator
    - Do not start survey on tab if enumerator details are not showing properly after log-in
    - Do not use multiple devices for a single FSUID for an app
    - At a time one user cannot login to more than one App. In case, it is required, one user needs to log out from one app before logging in into other.
    - One user should not login to multiple devices. However Supervisor and DS user can login to both Windows CAPI from desktop and tablet.

- For offline data transfer, don't use any other means but Export Import option given in the CAPI.
- Do not log into a device with a different user ID, before submitting the data of earlier user ID. It will remove earlier user's data from device.
- Do not type any space in User ID at login page.
- Do not un-install the CAPI for new version update, on any existing TAB or Desktop, where earlier version of Application is running. Just update the new version on top of the existing CAPI. Un-install will remove the existing data. In case, it is first time, installing the CAPI into a fresh new TAB, this will be normal installation.

APPENDIX - I

LIST OF NSS REGIONS AND THEIR COMPOSITION

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.	Andaman &	351	Andaman &	1.	Nicobar	(01)
	Nicobar Islands		Nicobar	2.	North & Middle Andaman	(02)
	(35)		Islands	3.	South Andaman	(03)
2.	Andhra Pradesh	281	Coastal Northern	4.	Srikakulam	(01)
	(28)			5.	Vizianagaram	(02)
				6.	Visakhapatnam	(03)
				7.	East Godavari	(04)
				8.	West Godavari	(05)
				9.	Alluri Sitharama Raju	(20)
				10.	Anakapalli	(21)
				11.	Dr. Br Ambedkar Konaseema	(22)
				12.	Eluru	(23)
				13.	Kakinada	(24)
				14.	Parvathipuram Manyam	(25)
3.		282	Coastal Southern	15.	Krishna	(06)
				16.	Guntur	(07)
				17.	Prakasam	(08)
				18.	Sri Potti Sriramulu Nellore	(09)
				19.	Palnadu	(14)
				20.	Bapatla	(15)
				21.	Ntr	(26)
				22.	Tirupathi	(16)
				12.	Eluru	(23)
4.		283	Inland Southern	23.	Y.S.R. (Cuddapah)	(10)
				24.	Kurnool	(11)
				25.	Ananthapuramu	(12)
				26.	Chittoor	(13)
				27.	Annamayya	(17)
				28.	Nandyal	(18)
				29.	Sri Satya Sai	(19)
				22.	Tirupathi	(16)
5.	Arunachal	121	Arunachal Pradesh	30.	Tawang	(01)
	Pradesh			31.	West Kameng	(02)
	(12)			32.	East Kameng	(03)
				33.	Papum Pare	(04)
				34.	Upper Subansiri	(05)
				35.	West Siang	(06)
				36.	East Siang	(07)
				37.	Upper Siang	(08)
				38.	Changlang	(09)
				39.	Tirap	(10)
				40.	Lower Subansiri	(11)
				41.	Kurung Kumey	(12)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				42.	Dibang Valley	(13)
				43.	Lower Dibang Valley	(14)
				44.	Lohit	(15)
				45.	ANJAW	(16)
				46.	Lepa Rada	(17)
				47.	Namsai	(18)
				48.	Longding	(19)
				49.	Siang	(20)
				50.	Lower Siang	(21)
				51.	Shi Yomi	(22)
6.	Assam	181	Plains Eastern	52.	Lakhimpur	(08)
	(18)			53.	Dhemaji	(09)
				54.	Tinsukia	(10)
				55.	Dibrugarh	(11)
				56.	Sivasagar	(12)
				57.	Jorhat	(13)
				58.	Golaghat	(14)
				59.	Charaideo	(30)
				60.	Majuli	(33)
7.		182	Plains Western	61.	Kokrajhar	(01)
				62.	Dhubri	(02)
				63.	Goalpara	(03)
				64.	Barpeta	(04)
				65.	Bongaigaon	(20)
				66.	Chirang	(21)
				67.	Kamrup	(22)
				68.	Kamrup Metropolitan	(23)
				69.	Nalbari	(24)
				70.	Baksa	(25)
				71.	South Salmara Mankachar	(31)
				72.	Tamulpur	(34)
8.		183	Cachar Plain	73.	Karbi Anglong	(15)
				74.	Dima Hasao	(16)
				75.	Cachar	(17)
				76.	Karimganj	(18)
				77.	Hailakandi	(19)
				78.	West karbi Anglong	(29)
9.		184	Central Brahamputra	79.	Morigaon	(05)
			Plains	80.	Nagaon	(06)
				81.	Sonitpur	(07)
				82.	Darrang	(26)
				83.	Udalguri	(27)
				84.	Hojai	(28)
				85.	Biswanath	(32)
10.	Bihar	101	Northern	86.	Pashchim Champaran	(01)
	(10)			87.	Purba Champaran	(02)
				88.	Sheohar	(03)
				89.	Sitamarhi	(04)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				90.	Madhubani	(05)
				91.	Supaul	(06)
				92.	Araria	(07)
				93.	Kishanganj	(08)
				94.	Purnia	(09)
				95.	Katihar	(10)
				96.	Madhepura	(11)
				97.	Saharsa	(12)
				98.	Darbhanga	(13)
				99.	Muzaffarpur	(14)
				100.	Gopalganj	(15)
				101.	Siwan	(16)
				102.	Saran	(17)
				103.	Vaishali	(18)
				104.	Samastipur	(19)
				105.	Begusarai	(20)
				106.	Khagaria	(21)
11.		102	Central	107.	Bhagalpur	(22)
				108.	Banka	(23)
				109.	Munger	(24)
				110.	Lakhisarai	(25)
				111.	Sheikhpura	(26)
				112.	Nalanda	(27)
				113.	Patna	(28)
				114.	Bhojpur	(29)
				115.	Buxar	(30)
				116.	Kaimur (Bhabua)	(31)
				117.	Rohtas	(32)
				118.	Aurangabad	(33)
				119.	Gaya	(34)
				120.	Nawada	(35)
				121.	Jamui	(36)
				122.	Jehanabad	(37)
				123.	Arwal	(38)
12.	Chandigarh	041	Chandigarh	124.	Chandigarh	(01)
	(04)					
13.	Chhattisgarh	221	Northern	125.	Korea	(01)
	(22)		Chhattisgarh	126.	Surguja	(02)
				127.	Surajpur	(26)
				128.	Balrampur-Ramanujganj	(27)
				129.	Manendragarh-Chirmiri-Bharat	(28)
14.		222	Mahanadi Basin	130.	Jashpur	(03)
				131.	Raigarh	(04)
				132.	Korba	(05)
				133.	Janjgir-Champa	(06)
				134.	Bilaspur	(07)
				135.	Kabeerdham	(08)
				136.	Rajnandgaon	(09)
				137.	Durg	(10)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				138.	Raipur	(11)
				139.	Mahasamund	(12)
				140.	Dhamtari	(13)
				141.	Balodabazar-Bhatapara	(19)
				142.	Gariyaband	(20)
				143.	Bemetara	(23)
				144.	Balod	(24)
				145.	Mungeli	(25)
				146.	Sarangarh-Bilaigarh	(29)
				147.	Sakti	(30)
				148.	Gaurella-Pendra-Marwahi	(31)
				149.	Khairagarh-Chhuikhad	(32)
				150.	Mohla-Manpur-Ambagar	(33)
15.		223	Southern	151.	Uttar Bastar Kanker	(14)
			Chhattisgarh	152.	Bastar	(15)
				153.	Narayanpur	(16)
				154.	Dakshin Bastar Dantewada	(17)
				155.	Bijapur	(18)
				156.	Kondagaon	(21)
				157.	Sukma	(22)
16.	Dadra & Nagar Haveli and Daman and Diu (25)	251	Dadra & Nagar Haveli and Daman and Diu	158.	Diu	(01)
				159.	Daman	(02)
				160.	Dadra & Nagar Haveli	(03)
17.	Delhi	071	Delhi	161.	North West	(01)
	(07)			162.	North	(02)
				163.	North East	(03)
				164.	East	(04)
				165.	New Delhi	(05)
				166.	Central	(06)
				167.	West	(07)
				168.	South West	(08)
				169.	South	(09)
				170.	Shahdara	(10)
				171.	South East	(11)
18.	Goa	301	Goa	172.	North Goa	(01)
	(30)			173.	South Goa	(02)
19.	Gujarat	241	South Eastern	174.	Panch Mahals	(17)
	(24)			175.	Dohad	(18)
				176.	Vadodara	(19)
				177.	Narmada	(20)
				178.	Bharuch	(21)
				179.	Dang	(22)
				180.	Navsari	(23)
				181.	Valsad	(24)
				182.	Surat	(25)
				183.	Tapi	(26)
				184.	Chhota Udepur	(29)
				185.	Mahisagar	(32)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
20.		242	Plains Northern	186.	Mahesana	(04)
				187.	Sabar Kantha	(05)
				188.	Gandhinagar	(06)
				189.	Ahmadabad	(07)
				190.	Anand	(15)
				191.	Kheda	(16)
				192.	Arvalli	(27)
21.		243	Dry areas	193.	Banas Kantha	(02)
				194.	Patan	(03)
22.		244	Kachchh	195.	Kachchh	(01)
23.		245	Saurashtra	196.	Surendranagar	(08)
				197.	Rajkot	(09)
				198.	Jamnagar	(10)
				199.	Porbandar	(11)
				200.	Junagadh	(12)
				201.	Amreli	(13)
				202.	Bhavnagar	(14)
				203.	Botad	(28)
				204.	Devbhumi Dwarka	(30)
				205.	Gir Somnath	(31)
				206.	Morbi	(33)
24.	Haryana	061	Eastern	207.	Panchkula	(01)
	(06)			208.	Ambala	(02)
				209.	Yamunanagar	(03)
				210.	Kurukshetra	(04)
				211.	Kaithal	(05)
				212.	Karnal	(06)
				213.	Panipat	(07)
				214.	Sonipat	(08)
				215.	Rohtak	(14)
				216.	Jhajjar	(15)
				217.	Gurugram	(18)
				218.	Nuh (Mewat)	(19)
				219.	Faridabad	(20)
				220.	Palwal	(21)
25.		062	Western	221.	Jind	(09)
				222.	Fatehabad	(10)
				223.	Sirsa	(11)
				224.	Hisar	(12)
				225.	Bhiwani	(13)
				226.	Mahendragarh	(16)
				227.	Rewari	(17)
				228.	Charkhi Dadri	(22)
26.	Himachal	021	Central	229.	Kangra	(02)
	Pradesh			230.	Kullu	(04)
	(02)			231.	Mandi	(05)
				232.	Hamirpur	(06)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				233.	Una	(07)
27.		022	Trans Himalayan	234.	Chamba	(01)
			& Southern	235.	Lahul & Spiti	(03)
				236.	Bilaspur	(08)
				237.	Solan	(09)
				238.	Sirmaur	(10)
				239.	Shimla	(11)
				240.	Kinnaur	(12)
28.	Jammu &	011	Mountainous	241.	Kathua	(07)
	Kashmir			242.	Jammu	(21)
	(01)			243.	Samba	(22)
29.		012	Outer Hills	244.	Poonch	(05)
				245.	Rajouri	(06)
				246.	Doda	(16)
				247.	Ramban	(17)
				248.	Kishtwar	(18)
				249.	Udhampur	(19)
				250.	Reasi	(20)
30.		013	Jhelam Valley	251.	Kupwara	(01)
				252.	Budgam	(02)
				253.	Baramulla	(08)
				254.	Bandipore	(09)
				255.	Srinagar	(10)
				256.	Ganderbal	(11)
				257.	Pulwama	(12)
				258.	Shopian	(13)
				259.	Anantnag	(14)
				260.	Kulgam	(15)
31.	Jharkhand	201	Ranchi Plateau	261.	Garhwa	(01)
	(20)			262.	Lohardaga	(11)
				263.	Purbi Singhbhum	(12)
				264.	Palamu	(13)
				265.	Latehar	(14)
				266.	Ranchi	(19)
				267.	Khunti	(20)
				268.	Gumla	(21)
				269.	Simdega	(22)
				270.	Pashchimi Singhbhum	(23)
				271.	Saraikela-Kharsawan	(24)
32.		202	Hazaribagh Plateau	272.	Chatra	(02)
				273.	Koderma	(03)
				274.	Giridih	(04)
				275.	Deoghar	(05)
				276.	Godda	(06)
				277.	Sahibganj	(07)
				278.	Pakur	(08)
				279.	Dhanbad	(09)
				280.	Bokaro	(10)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				281.	Hazaribagh	(15)
				282.	Ramgarh	(16)
				283.	Dumka	(17)
				284.	Jamtara	(18)
33.	Karnataka	291	Coastal & Ghats	285.	Uttara Kannada	(09)
	(29)			286.	Udupi	(15)
				287.	Dakshina Kannada	(21)
34.		292	Inland Eastern	288.	Shivamogga	(14)
				289.	Chikkamagaluru	(16)
				290.	Hassan	(20)
				291.	Kodagu	(22)
35.		293	Inland Southern	292.	Tumakuru	(17)
				293.	Bengaluru (Urban)	(18)
				294.	Mandya	(19)
				295.	Mysuru	(23)
				296.	Chamarajanagar	(24)
				297.	Kolar	(27)
				298.	Chikkaballapura	(28)
				299.	Bengaluru (Rural)	(29)
				300.	Ramanagara	(30)
36.		294	Inland Northern	301.	Belagavi	(01)
				302.	Bagalkote	(02)
				303.	Bijapur	(03)
				304.	Bidar	(04)
				305.	Raichur	(05)
				306.	Koppal	(06)
				307.	Gadag	(07)
				308.	Dharwad	(08)
				309.	Haveri	(10)
				310.	Ballari	(11)
				311.	Chitradurga	(12)
				312.	Davanagere	(13)
				313.	Kalaburagi	(25)
				314.	Yadgir	(26)
				315.	Vijayanagara	(31)
37.	Kerala	321	Northern	316.	Kasaragod	(01)
	(32)			317.	Kannur	(02)
				318.	Wayanad	(03)
				319.	Kozhikode	(04)
				320.	Malappuram	(05)
				321.	Palakkad	(06)
38.		322	Southern	322.	Thrissur	(07)
				323.	Ernakulam	(08)
				324.	Idukki	(09)
				325.	Kottayam	(10)
				326.	Alappuzha	(11)
				327.	Pathanamthitta	(12)
				328.	Kollam	(13)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				329.	Thiruvananthapuram	(14)
39.	Ladakh	371	Ladakh	330.	Leh	(01)
	(37)			331.	Kargil	(02)
40.	Lakshadweep	311	Lakshadweep	332.	Lakshadweep	(01)
	(31)					
41.	Madhya	231	Vindhya	333.	Tikamgarh	(07)
	Pradesh			334.	Chhatarpur	(08)
	(23)			335.	Panna	(09)
				336.	Satna	(12)
				337.	Rewa	(13)
				338.	Umaria	(14)
				339.	Shahdol	(43)
				340.	Anuppur	(44)
				341.	Sidhi	(45)
				342.	Singrauli	(46)
				343.	Niwari	(51)
				344.	Mauganj	(54)
				345.	Maihar	(55)
42.		232	Central	346.	Sagar	(10)
				347.	Damoh	(11)
				348.	Vidisha	(26)
				349.	Bhopal	(27)
				350.	Sehore	(28)
				351.	Raisen	(29)
43.		233	Malwa	352.	Neemuch	(15)
				353.	Mandsaur	(16)
				354.	Ratlam	(17)
				355.	Ujjain	(18)
				356.	Shajapur	(19)
				357.	Dewas	(20)
				358.	Dhar	(21)
				359.	Indore	(22)
				360.	Rajgarh	(25)
				361.	Jhabua	(47)
				362.	Alirajpur	(48)
				363.	Agar Malwa	(52)
44.		234	South	364.	Katni	(33)
				365.	Jabalpur	(34)
				366.	Narsinghpur	(35)
				367.	Dindori	(36)
				368.	Mandla	(37)
				369.	Chhindwara	(38)
				370.	Seoni	(39)
				371.	Balaghat	(40)
				372.	Pandhurna	(53)
45.		235	South Western	373.	Khargone (West Nimar)	(23)
				374.	Barwani	(24)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				375.	Betul	(30)
				376.	Harda	(31)
				377.	Narmadapuram	(32)
				378.	Khandwa (East Nimar)	(49)
				379.	Burhanpur	(50)
46.		236	Northern	380.	Sheopur	(01)
				381.	Morena	(02)
				382.	Bhind	(03)
				383.	Gwalior	(04)
				384.	Datia	(05)
				385.	Shivpuri	(06)
				386.	Guna	(41)
				387.	Ashoknagar	(42)
47.	Maharashtra	271	Coastal	388.	Thane	(21)
	(27)			389.	Mumbai Suburban	(22)
				390.	Mumbai	(23)
				391.	Raigad	(24)
				392.	Ratnagiri	(32)
				393.	Sindhudurg	(33)
				394.	Palghar	(36)
48.		272	Inland Western	395.	Pune	(25)
				396.	Ahmednagar	(26)
				397.	Solapur	(30)
				398.	Satara	(31)
				399.	Kolhapur	(34)
				400.	Sangli	(35)
49.		273	Inland Northern	401.	Nandurbar	(01)
				402.	Dhule	(02)
				403.	Jalgaon	(03)
				404.	Nashik	(20)
50.		274	Inland Central	405.	Nanded	(15)
				406.	Hingoli	(16)
				407.	Parbhani	(17)
				408.	Jalna	(18)
				409.	Chhatrapati Sambhajinagar	(19)
				410.	Beed	(27)
				411.	Latur	(28)
				412.	Dharashiv	(29)
51.		275	Inland Eastern	413.	Buldhana	(04)
				414.	Akola	(05)
				415.	Washim	(06)
				416.	Amravati	(07)
				417.	Wardha	(08)
				418.	Nagpur	(09)
				419.	Yavatmal	(14)
52.		276	Eastern	420.	Bhandara	(10)
				421.	Gondia	(11)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				422.	Gadchiroli	(12)
				423.	Chandrapur	(13)
53.	Manipur	141	Plains	424.	Bishnupur	(04)
	(14)			425.	Thoubal	(05)
				426.	Imphal West	(06)
				427.	Imphal East	(07)
				428.	Jiribam	(10)
				429.	Kakching	(13)
54.		142	Hills	430.	Senapati	(01)
				431.	Tamenglong	(02)
				432.	Churachandpur	(03)
				433.	Ukhrul	(08)
				434.	Chandel	(09)
				435.	Kangpokpi	(11)
				436.	Tengnoupal	(12)
55.	Meghalaya	171	Meghalaya	437.	West Garo Hills	(01)
	(17)			438.	East Garo Hills	(02)
				439.	South Garo Hills	(03)
				440.	West Khasi Hills	(04)
				441.	Ribhoi	(05)
				442.	East Khasi Hills	(06)
				443.	North Garo Hills	(08)
				444.	South West Garo Hills	(09)
				445.	South West Khasi Hills	(10)
				446.	West Jaintia Hills	(11)
				447.	East Jaintia Hills	(12)
				448.	Eastern West Khasi Hills	(13)
56.	Mizoram	151	Mizoram	449.	Mamit	(01)
	(15)			450.	Kolasib	(02)
				451.	Aizwal	(03)
				452.	Champhai	(04)
				453.	Serchhip	(05)
				454.	Lunglei	(06)
				455.	Lawngtlai	(07)
				456.	Saiha	(08)
57.	Nagaland	131	Nagaland	457.	Mon	(01)
	(13)			458.	Mokokchung	(02)
				459.	Zunheboto	(03)
				460.	Wokha	(04)
				461.	Dimapur	(05)
				462.	Phek	(06)
				463.	Tuensang	(07)
				464.	Longleng	(08)
				465.	Kiphire	(09)
				466.	Kohima	(10)
				467.	Peren	(11)
				468.	Niuland	(12)
				469.	Chumukedima	(13)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				470.	Tseminyu	(14)
				471.	Noklak	(15)
				472.	Shamator	(16)
58.	Odisha	211	Coastal	473.	Baleshwar	(08)
	(21)			474.	Bhadrak	(09)
				475.	Kendrapara	(10)
				476.	Jagatsinghapur	(11)
				477.	Cuttack	(12)
				478.	Jajapur	(13)
				479.	Nayagarh	(16)
				480.	Khordha	(17)
				481.	Puri	(18)
59.		212	Southern	482.	Ganjam	(19)
				483.	Gajapati	(20)
				484.	Kandhamal	(21)
				485.	Boudh	(22)
				486.	Subarnapur	(23)
				487.	Balangir	(24)
				488.	Nuapada	(25)
				489.	Kalahandi	(26)
				490.	Rayagada	(27)
				491.	Nabarangpur	(28)
				492.	Koraput	(29)
				493.	Malkangiri	(30)
60.		213	Northern	494.	Bargarh	(01)
				495.	Jharsuguda	(02)
				496.	Sambalpur	(03)
				497.	Deogarh	(04)
				498.	Sundargarh	(05)
				499.	Kendujhar	(06)
				500.	Mayurbhanj	(07)
				501.	Dhenkanal	(14)
				502.	Anugul	(15)
61.	Puducherry	341	Puducherry	503.	Yanam	(01)
	(34)			504.	Puducherry	(02)
				505.	Mahe	(03)
				506.	Karaikal	(04)
62.	Punjab	031	Northern	507.	Gurdaspur	(01)
	(03)			508.	Kapurthala	(02)
				509.	Jalandhar	(03)
				510.	Hoshiarpur	(04)
				511.	Shahid Bhagat Singh Nagar	(05)
				512.	Amritsar	(15)
				513.	Tarn Taran	(16)
				514.	Rupnagar	(17)
				515.	Sahibzada Ajit Singh Nagar	(18)
				516.	Pathankot	(21)
63.		032	Southern	517.	Fatehgarh Sahib	(06)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				518.	Ludhiana	(07)
				519.	Moga	(08)
				520.	Ferozepur	(09)
				521.	Sri Muktsar Sahib	(10)
				522.	Faridkot	(11)
				523.	Bathinda	(12)
				524.	Mansa	(13)
				525.	Patiala	(14)
				526.	Sangrur	(19)
				527.	Barnala	(20)
				528.	Fazilka	(22)
				529.	Malerkotla	(23)
64.	Rajasthan	081	Western	530.	Bikaner	(03)
	(08)			531.	Jodhpur	(15)
				532.	Jaisalmer	(16)
				533.	Barmer	(17)
				534.	Jalore	(18)
				535.	Sirohi	(19)
				536.	Pali	(20)
				537.	Balotra	(44)
				538.	Phalodi	(48)
65.		082	North- Eastern	539.	Alwar	(06)
				540.	Bharatpur	(07)
				541.	Dholpur	(08)
				542.	Karauli	(09)
				543.	Sawai Madhopur	(10)
				544.	Dausa	(11)
				545.	Jaipur	(12)
				546.	Ajmer	(21)
				547.	Tonk	(22)
				548.	Bhilwara	(24)
				549.	Khairthal Tijara	(36)
				550.	Kotputli-Behror	(37)
				551.	Deeg	(38)
				552.	Beawar	(46)
66.		083	Southern	553.	Rajsamand	(25)
				554.	Dungarpur	(26)
				555.	Banswara	(27)
				556.	Udaipur	(32)
				557.	Salumber	(50)
67.		084	South- Eastern	558.	Bundi	(23)
				559.	Chittorgarh	(28)
				560.	Kota	(29)
				561.	Baran	(30)
				562.	Jhalawar	(31)
				563.	Pratapgarh	(33)
68.		085	Northern	564.	Sri Ganganagar	(01)
				565.	Hanumangarh	(02)
				566.	Churu	(04)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				567.	Jhunjhunu	(05)
				568.	Sikar	(13)
				569.	Nagaur	(14)
				570.	Didwana-Kuchaman	(42)
69.	Sikkim	111	Sikkim	571.	Mangan District	(01)
	(11)			572.	Soreng District	(02)
				573.	Namchi District	(03)
				574.	Gangtok District	(04)
				575.	Pakyong District	(05)
				576.	Gyalshing District	(06)
70.	Tamil Nadu	331	Coastal Northern	577.	Thiruvallur	(01)
	(33)			578.	Chennai	(02)
				579.	Kancheepuram	(03)
				580.	Vellore	(04)
				581.	Tiruvannamalai	(05)
				582.	Viluppuram	(06)
				583.	Cuddalore	(16)
				584.	Chengalpattu	(33)
				585.	Kallakurichi	(34)
				586.	Ranipet	(35)
				587.	Tirupathur	(36)
71.		332	Coastal	588.	Karur	(12)
				589.	Tiruchirappalli	(13)
				590.	Perambalur	(14)
				591.	Ariyalur	(15)
				592.	Nagapattinam	(17)
				593.	Thiruvarur	(18)
				594.	Thanjavur	(19)
				595.	Pudukkottai	(20)
				596.	Mayiladuthurai	(38)
72.		333	Southern	597.	Dindigul	(11)
				598.	Sivaganga	(21)
				599.	Madurai	(22)
				600.	Theni	(23)
				601.	Virudhunagar	(24)
				602.	Ramanathapuram	(25)
				603.	Thoothukudi	(26)
				604.	Tirunelveli	(27)
				605.	Kanniyakumari	(28)
				606.	Tenkasi	(37)
73.		334	Inland	607.	Salem	(07)
				608.	Namakkal	(08)
				609.	Erode	(09)
				610.	The Nilgiris	(10)
				611.	Dharmapuri	(29)
				612.	Krishnagiri	(30)
				613.	Coimbatore	(31)
				614.	Tiruppur	(32)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
74.	Telangana	361	Inland	615.	Adilabad	(01)
	(36)		North Western	616.	Kumuram Bheem Asifabad	(02)
				617.	Mancherial	(03)
				618.	Nirmal	(04)
				619.	Nizamabad	(05)
				620.	Kamareddy	(15)
				621.	Sangareddy	(16)
				622.	Medak	(17)
				623.	Siddipet	(18)
				624.	Medchal-Malkajgiri	(21)
				625.	Hyderabad	(22)
				626.	Rangareddy	(23)
				627.	Vikarabad	(24)
				628.	Mahbubnagar	(25)
				629.	Jogulamba Gadwal	(26)
				630.	Wanaparthy	(27)
				631.	Nagarkurnool	(28)
				632.	Narayanpet	(33)
75.		362	Inland North Eastern	633.	Jagtial	(06)
				634.	Peddapalli	(07)
				635.	Jayashankar Bhupalpally	(08)
				636.	Bhadradri Kothagudem	(09)
				637.	Mahabubabad	(10)
				638.	Warangal	(11)
				639.	Hanamkonda	(12)
				640.	Karimnagar	(13)
				641.	Rajanna Sircilla	(14)
				642.	Jangaon	(19)
				643.	Yadadri Bhuvanagiri	(20)
				644.	Nalgonda	(29)
				645.	Suryapet	(30)
				646.	Khammam	(31)
				647.	Mulugu	(32)
76.	Tripura	161	Tripura	648.	West Tripura	(01)
	(16)			649.	South Tripura	(02)
				650.	Dhalai	(03)
				651.	North Tripura	(04)
				652.	Unakoti	(05)
				653.	Khowai	(06)
				654.	Sepahijala	(07)
				655.	Gomati	(08)
77.	Uttarakhand	051	Uttarakhand	656.	Uttarkashi	(01)
	(05)			657.	Chamoli	(02)
				658.	Rudraprayag	(03)
				659.	Tehri Garhwal	(04)
				660.	Dehradun	(05)
				661.	Pauri Garhwal	(06)
				662.	Pithoragarh	(07)
				663.	Bageshwar	(08)
				664.	Almora	(09)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				665.	Champawat	(10)
				666.	Nainital	(11)
				667.	Udham Singh Nagar	(12)
				668.	Haridwar	(13)
78.	Uttar Pradesh	091	Northern Upper	669.	Saharanpur	(01)
	(09)		Ganga Plains	670.	Muzaffarnagar	(02)
				671.	Bijnor	(03)
				672.	Moradabad	(04)
				673.	Rampur	(05)
				674.	Shamli	(72)
				675.	Sambhal	(74)
79.		092	Central	676.	Amroha	(06)
				677.	Meerut	(07)
				678.	Baghpat	(08)
				679.	Ghaziabad	(09)
				680.	Gautam Buddha Nagar	(10)
				681.	Sitapur	(23)
				682.	Hardoi	(24)
				683.	Unnao	(25)
				684.	Lucknow	(26)
				685.	Rae Bareli	(27)
				686.	Kanpur Dehat	(32)
				687.	Kanpur Nagar	(33)
				688.	Fatehpur	(41)
				689.	Bara Banki	(45)
				690.	Hapur	(73)
				691.	Amethi	(75)
80.		093	Eastern	692.	Pratapgarh	(42)
				693.	Kaushambi	(43)
				694.	Prayagraj	(44)
				695.	Ayodhya	(46)
				696.	Ambedkar Nagar	(47)
				697.	Sultanpur	(48)
				698.	Bahraich	(49)
				699.	Shrawasti	(50)
				700.	Balrampur	(51)
				701.	Gonda	(52)
				702.	Siddharthnagar	(53)
				703.	Basti	(54)
				704.	Sant Kabir Nagar	(55)
				705.	Maharajganj	(56)
				706.	Gorakhpur	(57)
				707.	Kushinagar	(58)
				708.	Deoria	(59)
				709.	Azamgarh	(60)
				710.	Mau	(61)
				711.	Ballia	(62)
				712.	Jaunpur	(63)
				713.	Ghazipur	(64)
				714.	Chandauli	(65)
				715.	Varanasi	(66)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				716.	Sant Ravidas Nagar (Bhadohi)	(67)
				717.	Mirzapur	(68)
				718.	Sonbhadra	(69)
				691.	Amethi	(75)
81.		094	Southern	719.	Jalaun	(34)
				720.	Jhansi	(35)
				721.	Lalitpur	(36)
				722.	Hamirpur	(37)
				723.	Mahoba	(38)
				724.	Banda	(39)
				725.	Chitrakoot	(40)
82.		095	Southern Upper	726.	Bulandshahr	(11)
			Ganga Plains	727.	Aligarh	(12)
				728.	Hathras	(13)
				729.	Mathura	(14)
				730.	Agra	(15)
				731.	Firozabad	(16)
				732.	Mainpuri	(17)
				733.	Budaun	(18)
				734.	Bareilly	(19)
				735.	Pilibhit	(20)
				736.	Shahjahanpur	(21)
				737.	Kheri	(22)
				738.	Farrukhabad	(28)
				739.	Kannauj	(29)
				740.	Etawah	(30)
				741.	Auraiya	(31)
				742.	Etah	(70)
				743.	Kasganj	(71)
				675.	Sambhal	(74)
83.	West Bengal	191	Himalayan	744.	Darjeeling	(01)
	(19)			745.	Jalpaiguri	(02)
				746.	Cooch Behar	(03)
				747.	Alipurduar	(20)
				748.	Kalimpong	(21)
84.		192	Eastern Plains	749.	Uttar Dinajpur	(04)
				750.	Dakshin Dinajpur	(05)
				751.	Malda	(06)
				752.	Murshidabad	(07)
				753.	Birbhum	(08)
				754.	Nadia	(10)
85.		193	Southern Plains	755.	North Twenty Four Parganas	(11)
				756.	Kolkata	(16)
				757.	South Twenty Four Parganas	(17)
86.		194	Central Plains	758.	Purba Bardhaman	(09)
				759.	Hooghly	(12)
				760.	Howrah	(15)
				761.	Paschim Bardhaman	(23)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
87.		195	Western Plains	762.	Bankura	(13)
				763.	Purulia	(14)
				764.	Paschim Medinipur	(18)
				765.	Purba Medinipur	(19)
				766.	Jhargram	(22)

APPENDIX - II

LIST OF FOD SUB-REGIONS

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	Name (Code)	Sl No	Name	Code	Sl No	Name	Code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1.	Cuddapah (281)	1.	Cuddapah	2810	1.	Y.S.R. (Cuddapah)	10	Andhra Pradesh (28)
					2.	Chittoor	13	
					3.	Annamayya	17	
					4.	Tirupathi	16	
		2.	Anantapur	2811	5.	Ananthapuramu	12	
					6.	Sri Satya Sai	19	
		3.	Guntur	2812	7.	Guntur	07	
					8.	Palnadu	14	
					9.	Bapatla	15	
		4.	Kurnool	2813	10.	Kurnool	11	
					11.	Nandyal	18	
		5.	Nellore	2814	12.	Prakasam	08	
					13.	Sri Potti Sriramulu Nellore	09	
2.	Vijayawada (282)	10.	Vijayawada	2820	14.	West Godavari	05	Andhra Pradesh (28)
					15.	Krishna	06	
					16.	Eluru	23	
					17.	Ntr	26	
		11.	Kakinada	2821	18.	East Godavari	04	
					19.	Dr. Br Ambedkar Konaseema	22	
					20.	Kakinada	24	
					21.	Yanam	01	Puducherry (34)
		12.	Visakhapatnam	2822	22.	Srikakulam	01	Andhra Pradesh (28)
					23.	Vizianagaram	02	
					24.	Visakhapatnam	03	
					25.	Alluri Sitharama Raju	20	
					26.	Anakapalli	21	
					27.	Parvathipuram Manyam	25	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
3.	Guwahati (181)	13.	Guwahati	1810	28.	Kokrajhar	01	Assam (18)
					29.	Dhubri	02	
					30.	Goalpara	03	
					31.	Barpeta	04	
					32.	Bongaigaon	20	
					33.	Chirang	21	
					34.	Kamrup	22	
					35.	Kamrup Metropolitan	23	
					36.	Nalbari	24	
					37.	Baksa	25	
					38.	South Salma Mankachar	31	
					39.	Tamulpur	34	
		14.	Silchar	1811	40.	Karbi Anglong	15	
					41.	Dima Hasao	16	
					42.	Cachar	17	
					43.	Karimganj	18	
					44.	Hailakandi	19	
					45.	West Karbi anglong	29	
4.	Dibrugarh (182)	15.	Dibrugarh	1820	46.	Tinsukia	10	Assam (18)
					47.	Dibrugarh	11	
		16.	Jorhat	1821	48.	Morigaon	05	
					49.	Nagaon	06	
					50.	Sivasagar	12	
					51.	Jorhat	13	
					52.	Golaghat	14	
					53.	Hojai	28	
					54.	Charaideo	30	
					55.	Majuli	33	
		17.	Tezpur	1822	56.	Sonitpur	07	
					57.	Lakhimpur	08	
					58.	Dhemaji	09	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					59.	Darrang	26	Assam (18)
					60.	Udalguri	27	
					61.	Biswanath	32	
5.	Muzaffarpur (101)	18.	Muzaffarpur	1010	62.	Sheohar	03	Bihar (10)
					63.	Sitamarhi	04	
					64.	Muzaffarpur	14	
					65.	Saran	17	
					66.	Vaishali	18	
		19.	Darbhanga	1011	67.	Madhubani	05	
					68.	Darbhanga	13	
					69.	Samastipur	19	
					70.	Begusarai	20	
		20.	Motihari	1012	71.	Pashchim Champaran	01	
					72.	Purba Champaran	02	
					73.	Gopalganj	15	
					74.	Siwan	16	
		21.	Purnia	1013	75.	Supaul	06	
					76.	Araria	07	
					77.	Kishanganj	08	
					78.	Purnia	09	
					79.	Katihar	10	
					80.	Madhepura	11	
					81.	Saharsa	12	
					82.	Khagaria	21	
6.	Patna (102)	22.	Patna	1020	83.	Nalanda	27	Bihar (10)
					84.	Patna	28	
					85.	Bhojpur	29	
					86.	Buxar	30	
					87.	Kaimur (Bhabua)	31	
					88.	Rohtas	32	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
		23.	Bhagalpur	1021	89.	Bhagalpur	22	Bihar (10)
					90.	Banka	23	
					91.	Munger	24	
					92.	Lakhisarai	25	
					93.	Sheikhpura	26	
					94.	Jamui	36	
		24.	Gaya	1022	95.	Aurangabad	33	
					96.	Gaya	34	
					97.	Nawada	35	
					98.	Jehanabad	37	
					99.	Arwal	38	
7.	Raipur (221)	25.	Raipur	2210	100.	Raipur	11	Chhattisgarh (22)
					101.	Mahasamund	12	
					102.	Dhamtari	13	
					103.	Uttar Bastar Kanker	14	
					104.	Bastar	15	
					105.	Narayanpur	16	
					106.	Dakshin Bastar Dantewada	17	
					107.	Bijapur	18	
					108.	Balodabazar-Bhatapara	19	
					109.	Gariyaband	20	
					110.	Kondagaon	21	
					111.	Sukma	22	
		26.	Ambikapur	2211	112.	Korea	01	
					113.	Surguja	02	
					114.	Jashpur	03	
					115.	Surajpur	26	
					116.	Balrampur-Ramanujganj	27	
					117.	Manendragarh-Chirmiri-Bharat	28	
		27.	Bilaspur	2212	118.	Raigarh	04	
					119.	Korba	05	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					120.	Janjgir-Champa	06	Chhattisgarh (22)
					121.	Bilaspur	07	
					122.	Mungeli	25	
					123.	Sarangarh-Bilaigarh	29	
					124.	Sakti	30	
					125.	Gaurella-Pendra-Marwahi	31	
					126.	Khairagarh-Chhuikhad	32	
		28.	Durg	2213	127.	Kabeerdham	08	
					128.	Rajnandgaon	09	
					129.	Durg	10	
					130.	Bemetara	23	
					131.	Balod	24	
					132.	Mohla-Manpur-Ambagar	33	
8.	Ahmedabad (241)	29.	Ahmedabad	2410	133.	Gandhinagar	06	Gujarat (24)
					134.	Ahmadabad	07	
		30.	Bhavnagar	2411	135.	Amreli	13	
					136.	Bhavnagar	14	
					137.	Botad	28	
					138.	Diu	01	D & N Haveli and Daman & Diu (25)
		31.	Jamnagar	2412	139.	Jamnagar	10	Gujarat (24)
					140.	Porbandar	11	
					141.	Devbhumi Dwarka	30	
		32.	Rajkot	2413	142.	Rajkot	09	
					143.	Junagadh	12	
					144.	Gir Somnath	31	
					145.	Morbi	33	
		33.	Surendranagar	2414	146.	Kachchh	01	
					147.	Surendranagar	08	
9.	Vadodara (242)	34.	Vadodara	2420	148.	Panch Mahals	17	Gujarat (24)
					149.	Dohad	18	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	Name (Code)	Sl No	Name	Code	Sl No	Name	Code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					150.	Vadodara	19	Gujarat (24)
					151.	Narmada	20	
					152.	Bharuch	21	
					153.	Chhota Udepur	29	
					154.	Mahisagar	32	
		35.	Mahesana	2421	155.	Banas Kantha	02	
					156.	Patan	03	
					157.	Mahesana	04	
		36.	Nadiad	2422	158.	Sabar Kantha	05	
					159.	Anand	15	
					160.	Kheda	16	
					161.	Arvalli	27	
		37.	Surat	2423	162.	Dang	22	
					163.	Surat	25	
					164.	Tapi	26	
		38.	Valsad	2424	165.	Navsari	23	
					166.	Valsad	24	
					167.	Daman	02	D & N Haveli and Daman & Diu (25)
					168.	Dadra & Nagar Haveli	03	
10.	Panaji (301)	39.	Panaji	3010	169.	North Goa	01	Goa (30)
					170.	South Goa	02	
11.	Chandigarh (061)	40.	Chandigarh	0610	171.	Chandigarh	01	Chandigarh (04)
					172.	Panchkula	01	Haryana (06)
		41.	Ambala	0611	173.	Ambala	02	
					174.	Yamunanagar	03	
					175.	Kurukshetra	04	
					176.	Kaithal	05	
		42.	Hisar	0612	177.	Fatehabad	10	
					178.	Sirsa	11	
					179.	Hisar	12	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	Name (Code)	Sl No	Name	Code	Sl No	Name	Code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					180.	Bhiwani	13	Haryana (06)
					181.	Charkhi Dadri	22	
		43.	Karnal	0613	182.	Karnal	06	
					183.	Panipat	07	
					184.	Sonipat	08	
					185.	Jind	09	
		44.	Rohtak	0614	186.	Rohtak	14	
					187.	Jhajjar	15	
					188.	Mahendragarh	16	
					189.	Rewari	17	
		45.	Faridabad	0615	190.	Gurugram	18	
					191.	Nuh (Mewat)	19	
					192.	Faridabad	20	
					193.	Palwal	21	
12.	Shimla (021)	46.	Shimla	0210	194.	Solan	09	Himachal Pradesh (02)
					195.	Sirmaur	10	
					196.	Shimla	11	
					197.	Kinnaur	12	
		47.	Hamirpur	0211	198.	Hamirpur	06	
					199.	Una	07	
					200.	Bilaspur	08	
		48.	Dharamshala	0212	201.	Chamba	01	
					202.	Kangra	02	
		49.	Mandi	0213	203.	Lahul & Spiti	03	
					204.	Kullu	04	
					205.	Mandi	05	
13.	Jammu (011)	50.	Jammu	0110	206.	Poonch	05	Jammu & Kashmir (01)
					207.	Rajouri	06	
					208.	Kathua	07	
					209.	Jammu	21	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	Name (Code)	Sl No	Name	Code	Sl No	Name	Code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					210.	Samba	22	Jammu & Kashmir (01)
		51.	Udhampur	0111	211.	Doda	16	
					212.	Ramban	17	
					213.	Kishtwar	18	
					214.	Udhampur	19	
					215.	Reasi	20	
14.	Srinagar (012)	52.	Srinagar	0120	216.	Budgam	02	Jammu & Kashmir (01)
					217.	Srinagar	10	
					218.	Ganderbal	11	
					219.	Leh	01	Ladakh (37)
					220.	Kargil	02	
		53.	Anantnag	0121	221.	Pulwama	12	Jammu & Kashmir (01)
					222.	Shopian	13	
					223.	Anantnag	14	
					224.	Kulgam	15	
		54.	Baramula	0122	225.	Kupwara	01	
					226.	Baramulla	08	
					227.	Bandipore	09	
15.	Ranchi (201)	55.	Ranchi	2010	228.	Lohardaga	11	Jharkhand (20)
					229.	Ranchi	19	
					230.	Khunti	20	
					231.	Gumla	21	
					232.	Simdega	22	
		56.	Dumka	2011	233.	Deoghar	05	
					234.	Godda	06	
					235.	Sahibganj	07	
					236.	Pakur	08	
					237.	Dumka	17	
		57.	Hazaribagh	2012	238.	Chatra	02	
					239.	Koderma	03	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	Name (Code)	Sl No	Name	Code	Sl No	Name	Code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					240.	Hazaribagh	15	Jharkhand (20)
					241.	Ramgarh	16	
		58.	Jamshedpur	2013	242.	Purbi Singhbhum	12	
					243.	Pashchimi Singhbhum	23	
					244.	Saraikela-Kharsawan	24	
		59.	Daltonganj	2014	245.	Garhwa	01	
					246.	Palamu	13	
					247.	Latehar	14	
		60.	Dhanbad	2015	248.	Giridih	04	
					249.	Dhanbad	09	
					250.	Bokaro	10	
					251.	Jamtara	18	
16.	Bangalore (291)	61.	Bangalore	2910	252.	Tumakuru	17	Karnataka (29)
					253.	Bengaluru (Urban)	18	
					254.	Kolar	27	
					255.	Chikkaballapura	28	
					256.	Bengaluru (Rural)	29	
					257.	Ramanagara	30	
		62.	Mangalore	2911	258.	Udupi	15	
					259.	Hassan	20	
					260.	Dakshina Kannada	21	
					261.	Kodagu	22	
		63.	Mysore	2912	262.	Mandya	19	
					263.	Mysuru	23	
					264.	Chamarajanagar	24	
		64.	Shimoga	2913	265.	Shivamogga	14	
					266.	Chikkamagaluru	16	
17.	Hubli (292)	65.	Hubli	2920	267.	Gadag	07	Karnataka (29)
					268.	Dharwad	08	
					269.	Uttara Kannada	09	

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Sl No	Name (Code)	Sl No	Name	Code	Sl No	Name	Code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					270.	Haveri	10	Karnataka (29)
					271.	Davanagere	13	
		66.	Belgaum	2921	272.	Belagavi	01	
					273.	Bagalkote	02	
					274.	Bijapur	03	
		67.	Bellary	2922	275.	Raichur	05	
					276.	Koppal	06	
					277.	Ballari	11	
					278.	Chitradurga	12	
					279.	Vijayanagara	31	
		68.	Gulbarga	2923	280.	Bidar	04	
					281.	Kalaburagi	25	
					282.	Yadgir	26	
18.	Kozhikode (321)	69.	Kozhikode	3210	283.	Wayanad	03	Kerala (32)
					284.	Kozhikode	04	
					285.	Malappuram	05	
					286.	Mahe	03	Puducherry (34)
		70.	Kannur	3211	287.	Kasaragod	01	Kerala (32)
					288.	Kannur	02	
		71.	Palakkad	3212	289.	Palakkad	06	
		72.	Thrissur	3213	290.	Thrissur	07	
19.	Thiruvananthapuram (322)	73.	Thiruvananthapuram	3220	291.	Thiruvananthapuram	14	Kerala (32)
		74.	Kochi	3221	292.	Ernakulam	08	
					293.	Lakshadweep	01	Lakshadweep (31)
		75.	Kollam	3222	294.	Alappuzha	11	Kerala (32)
					295.	Pathanamthitta	12	
					296.	Kollam	13	
		76.	Kottayam	3223	297.	Idukki	09	
					298.	Kottayam	10	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
20.	Bhopal (231)	77.	Bhopal	2310	299.	Vidisha	26	Madhya Pradesh (23)
					300.	Bhopal	27	
					301.	Sehore	28	
					302.	Raisen	29	
					303.	Narmadapuram	32	
		78.	Chhindwara	2311	304.	Betul	30	
					305.	Harda	31	
					306.	Chhindwara	38	
					307.	Balaghat	40	
					308.	Pandhurna	53	
		79.	Indore	2312	309.	Dhar	21	
					310.	Indore	22	
		80.	Khandwa	2313	311.	Khargone (West Nimar)	23	
					312.	Barwani	24	
					313.	Khandwa (East Nimar)	49	
					314.	Burhanpur	50	
21.	Gwalior (232)	81.	Gwalior	2320	315.	Sheopur	01	Madhya Pradesh (23)
					316.	Morena	02	
					317.	Bhind	03	
					318.	Gwalior	04	
					319.	Datia	05	
		82.	Ratlam	2321	320.	Neemuch	15	
					321.	Mandsaur	16	
					322.	Ratlam	17	
					323.	Jhabua	47	
					324.	Alirajpur	48	
		83.	Shivpuri	2322	325.	Shivpuri	06	
					326.	Tikamgarh	07	
					327.	Chhatarpur	08	
					328.	Guna	41	
					329.	Ashoknagar	42	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					330.	Niwari	51	Madhya Pradesh (23)
		84.	Ujjain	2323	331.	Ujjain	18	
					332.	Shajapur	19	
					333.	Dewas	20	
					334.	Rajgarh	25	
					335.	Agar Malwa	52	
22.	Jabalpur (233)	85.	Jabalpur	2330	336.	Katni	33	Madhya Pradesh (23)
					337.	Jabalpur	34	
					338.	Dindori	36	
					339.	Mandla	37	
		86.	Rewa	2331	340.	Panna	09	
					341.	Satna	12	
					342.	Rewa	13	
					343.	Umaria	14	
					344.	Shahdol	43	
					345.	Anuppur	44	
					346.	Sidhi	45	
					347.	Singrauli	46	
					348.	Mauganj	54	
					349.	Maihar	55	
		87.	Sagar	2332	350.	Sagar	10	
					351.	Damoh	11	
					352.	Narsinghpur	35	
					353.	Seoni	39	
23.	Aurangabad (271)	88.	Aurangabad	2710	354.	Jalna	18	Maharashtra (27)
					355.	Chhatrapati Sambhajinagar	19	
					356.	Beed	27	
		89.	Jalgaon	2711	357.	Nandurbar	01	
					358.	Dhule	02	
					359.	Jalgaon	03	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
		90.	Nanded	2712	360.	Nanded	15	Maharashtra (27)
					361.	Hingoli	16	
					362.	Parbhani	17	
					363.	Latur	28	
		91.	Nashik	2713	364.	Nashik	20	
24.	Mumbai (272)	92.	Mumbai	2720	365.	Mumbai Suburban	22	Maharashtra (27)
					366.	Mumbai	23	
		93.	Thane	2721	367.	Thane	21	
					368.	Raigad	24	
					369.	Palghar	36	
25.	Nagpur (273)	94.	Nagpur	2730	370.	Wardha	08	Maharashtra (27)
					371.	Nagpur	09	
					372.	Bhandara	10	
					373.	Gondia	11	
					374.	Gadchiroli	12	
					375.	Chandrapur	13	
		95.	Akola	2731	376.	Buldhana	04	
					377.	Akola	05	
					378.	Washim	06	
		96.	Amravati	2732	379.	Amravati	07	
					380.	Yavatmal	14	
26.	Pune (274)	97.	Pune	2740	381.	Pune	25	Maharashtra (27)
					382.	Ahmednagar	26	
					383.	Satara	31	
					384.	Ratnagiri	32	
		98.	Kolhapur	2741	385.	Sindhudurg	33	
					386.	Kolhapur	34	
					387.	Sangli	35	
		99.	Solapur	2742	388.	Dharashiv	29	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					389.	Solapur	30	Maharashtra (27)
27.	Shillong (171)	100.	Shillong	1710	390.	West Khasi Hills	04	Meghalaya (17)
					391.	Ribhoi	05	
					392.	East Khasi Hills	06	
					393.	South West Khasi Hills	10	
					394.	West Jaintia Hills	11	
					395.	East Jaintia Hills	12	
					396.	Eastern West Khasi Hills	13	
		101.	Tura	1711	397.	West Garo Hills	01	Meghalaya (17)
					398.	East Garo Hills	02	
					399.	South Garo Hills	03	
					400.	North Garo Hills	08	
					401.	South West Garo Hills	09	
28.	Aizawl (151)	102.	Mizoram	1510	402.	Mamit	01	Mizoram (15)
					403.	Kolasib	02	
					404.	Aizwal	03	
					405.	Champhai	04	
					406.	Serchhip	05	
					407.	Lunglei	06	
					408.	Lawnglai	07	
					409.	saiha	08	
29.	Agartala (161)	103.	Agartala	1712	410.	West Tripura	01	Tripura (16)
					411.	South Tripura	02	
					412.	Dhalai	03	
					413.	North Tripura	04	
					414.	Unakoti	05	
					415.	Khowai	06	
					416.	Sephijala	07	

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Sl No	Name (Code)	Sl No	Name	Code	Sl No	Name	Code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					417.	Gomati	08	Tripura (16)
30.	Kohima (131)	104.	Kohima	1310	418.	Mon	01	Nagaland (13)
					419.	Mokokchung	02	
					420.	Zunheboto	03	
					421.	Wokha	04	
					422.	Dimapur	05	
					423.	Phek	06	
					424.	Tuensang	07	
					425.	Longleng	08	
					426.	Kiphire	09	
					427.	Kohima	10	
					428.	Peren	11	
					429.	Niuland	12	
					430.	Chumukedima	13	
					431.	Tseminyu	14	
					432.	Noklak	15	
					433.	Shamator	16	
31.	Bhubaneswar (211)	105.	Bhubaneswar	2110	434.	Nayagarh	16	Odisha (21)
					435.	Khordha	17	
					436.	Puri	18	
		106.	Baripada	2111	437.	Kendujhar	06	
					438.	Mayurbhanj	07	
					439.	Baleshwar	08	
		107.	Berhampur	2112	440.	Ganjam	19	
					441.	Gajapati	20	
					442.	Kandhamal	21	
					443.	Baudh	22	
		108.	Cuttack	2113	444.	Bhadrak	09	
					445.	Kendrapara	10	
					446.	Jagatsinghapur	11	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					447.	Cuttack	12	Odisha (21)
					448.	Jajapur	13	
					449.	Dhenkanal	14	
					450.	Anugul	15	
32.	Sambalpur (212)	109.	Sambalpur	2120	451.	Bargarh	01	Odisha (21)
					452.	Jharsuguda	02	
					453.	Sambalpur	03	
					454.	Deogarh	04	
					455.	Sundargarh	05	
					456.	Subarnapur	23	
					457.	Balangir	24	
		110.	Bhawanipatna	2121	458.	Nuapada	25	
					459.	Kalahandi	26	
					460.	Rayagada	27	
					461.	Nabarangapur	28	
					462.	Koraput	29	
					463.	Malkangiri	30	
33.	Jalandhar (031)	111.	Jalandhar	0310	464.	Kapurthala	02	Punjab (03)
					465.	Jalandhar	03	
					466.	Shahid Bhagat Singh Nagar	05	
					467.	Pathankot	21	
		112.	Amritsar	0311	468.	Gurdaspur	01	
					469.	Amritsar	15	
		113.	Hoshiarpur	0312	470.	Hoshiarpur	04	
					471.	Tarn Taran	16	
34.	Mohali (032)	114.	Mohali	0320	472.	Fatehgarh Sahib	06	Punjab (03)
					473.	Patiala	14	
					474.	Rupnagar	17	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	Name (Code)	Sl No	Name	Code	Sl No	Name	Code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					475.	Sahibzada Ajit Singh Nagar	18	Punjab (03)
		115.	Ludhiana	0321	476.	Ludhiana	07	
					477.	Sangrur	19	
					478.	Barnala	20	
					479.	Malerkotla	23	
		116.	Bhatinda	0322	480.	Sri Muktsar Sahib	10	
					481.	Bathinda	12	
					482.	Mansa	13	
		117.	Faridkot	0323	483.	Moga	08	
					484.	Ferozepur	09	
					485.	Faridkot	11	
					486.	Fazilka	22	
35.	Ajmer (081)	118.	Ajmer	0810	487.	Nagaur	14	Rajasthan (08)
					488.	Ajmer	21	
					489.	Bhilwara	24	
					490.	Didwana-Kuchaman	42	
					491.	Beawar	46	
		119.	Jodhpur	0811	492.	Jodhpur	15	
					493.	Jaisalmer	16	
					494.	Barmer	17	
					495.	Jalore	18	
					496.	Pali	20	
					497.	Balotra	44	
					498.	Phalodi	48	
		120.	Udaipur	0812	499.	Sirohi	19	
					500.	Rajsamand	25	
					501.	Dungarpur	26	
					502.	Banswara	27	
					503.	Chittorgarh	28	
					504.	Udaipur	32	
					505.	Pratapgarh	33	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					506.	Salumber	50	Rajasthan (08)
36.	Jaipur (082)	121.	Jaipur	0820	507.	Churu	04	Rajasthan (08)
					508.	Jhunjhunu	05	
					509.	Dausa	11	
					510.	Jaipur	12	
					511.	Sikar	13	
					512.	Tonk	22	
		122.	Alwar	0821	513.	Alwar	06	
					514.	Bharatpur	07	
					515.	Dholpur	08	
					516.	Khairthal Tijara	36	
					517.	Kotputli-Behror	37	
					518.	Deeg	38	
		123.	Sri Ganganagar	0822	519.	Sri Ganganagar	01	
					520.	Hanumangarh	02	
					521.	Bikaner	03	
		124.	Kota	0823	522.	Karauli	09	
					523.	Sawai Madhopur	10	
					524.	Bundi	23	
					525.	Kota	29	
					526.	Baran	30	
					527.	Jhalawar	31	
37.	Gangtok (111)	125.	Gangtok	1110	528.	Mangan	01	Sikkim (11)
					529.	Gyalshing	06	
					530.	Soreng	02	
					531.	Namchi	03	
					532.	Gangtok	04	
					533.	Pakyong	05	
38.	Coimbatore (331)	126.	Coimbatore	3310	534.	Erode	09	Tamil Nadu (33)

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	Name (Code)	Sl No	Name	Code	Sl No	Name	Code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					535.	The Nilgiris	10	Tamil Nadu (33)
					536.	Coimbatore	31	
					537.	Tiruppur	32	
		127.	Dharmapuri	3311	538.	Dharmapuri	29	
					539.	Krishnagiri	30	
		128.	Salem	3312	540.	Salem	07	
					541.	Namakkal	08	
		129.	Tiruchirappalli	3313	542.	Karur	12	
					543.	Tiruchirappalli	13	
					544.	Perambalur	14	
					545.	Ariyalur	15	
					546.	Pudukkottai	20	
39.	Chennai (332)	130.	Chennai	3320	547.	Thiruvallur	01	Tamil Nadu (33)
					548.	Chennai	02	
					549.	Kancheepuram	03	
					550.	Chengalpattu	33	
		131.	Cuddalore	3321	551.	Viluppuram	06	
					552.	Cuddalore	16	
					553.	Kallakurichi	34	
		132.	Vellore	3322	554.	Vellore	04	
					555.	Tiruvannamalai	05	
					556.	Ranipet	35	
					557.	Tirupathur	36	
		133.	Puducherry	3323	558.	Puducherry	02	Puducherry (34)
					559.	Karaikal	04	
40.	Madurai (333)	134.	Madurai	3330	560.	Dindigul	11	Tamil Nadu (33)
					561.	Madurai	22	
					562.	Theni	23	
		135.	Thanjavur	3331	563.	Nagapattinam	17	
					564.	Thiruvarur	18	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					565.	Thanjavur	19	Tamil Nadu (33)
					566.	Mayiladuthurai	38	
		136.	Tirunelveli	3332	567.	Thoothukudi	26	
					568.	Tirunelveli	27	
					569.	Kanniyakumari	28	
					570.	Tenkasi	33	
		137.	Virudhunagar	3333	571.	Sivaganga	21	
					572.	Virudhunagar	24	
					573.	Ramanathapuram	25	
41.	Hyderabad (361)	138.	Hyderabad	3610	574.	Yadadri Bhuvanagiri	20	Telangana (36)
					575.	Medchal-Malkajgiri	21	
					576.	Hyderabad	22	
					577.	Rangareddy	23	
					578.	Vikarabad	24	
					579.	Mahbubnagar	25	
					580.	Jogulamba Gadwal	26	
					581.	Wanaparthy	27	
					582.	Nagarkurnool	28	
					583.	Nalgonda	29	
					584.	Suryapet	30	
					585.	Narayanpet	33	
		139.	Karimnagar	3611	586.	Jagtial	06	
					587.	Peddapalli	07	
					588.	Karimnagar	13	
					589.	Rajanna Sircilla	14	
					590.	Sangareddy	16	
					591.	Medak	17	
					592.	Siddipet	18	
		140.	Nizamabad	3612	593.	Adilabad	01	
					594.	Kumuram Bheem Asifabad	02	
					595.	Mancherial	03	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	Name (Code)	Sl No	Name	Code	Sl No	Name	Code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					596.	Nirmal	04	Telangana (36)
					597.	Nizamabad	05	
					598.	Kamareddy	15	
		141.	Warangal	3613	599.	Jayashankar Bhupalpally	08	
					600.	Bhadradri Kothagudem	09	
					601.	Mahabubabad	10	
					602.	Warangal	11	
					603.	Hanamkonda	12	
					604.	Jangaon	19	
					605.	Khammam	31	
					606.	Mulugu	32	
42.	Dehradun (051)	142.	Dehradun	0510	607.	Uttarkashi	01	Uttarakhand (05)
					608.	Chamoli	02	
					609.	Rudraprayag	03	
					610.	Tehri Garhwal	04	
					611.	Dehradun	05	
					612.	Pauri Garhwal	06	
					613.	Haridwar	13	
		143.	Almora	0511	614.	Pithoragarh	07	
					615.	Bageshwar	08	
					616.	Almora	09	
					617.	Champawat	10	
					618.	Nainital	11	
					619.	Udham Singh Nagar	12	
43.	Agra (091)	144.	Agra	0910	620.	Mathura	14	Uttar Pradesh (09)
					621.	Agra	15	
					622.	Firozabad	16	
					623.	Mainpuri	17	
					624.	Farrukhabad	28	
					625.	Kannauj	29	
					626.	Etawah	30	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					627.	Auraiya	31	Uttar Pradesh (09)
		145.	Aligarh	0911	628.	Bulandshahr	11	
					629.	Aligarh	12	
					630.	Hathras	13	
					631.	Etah	70	
					632.	Kasganj	71	
		146.	Meerut	0912	633.	Meerut	07	
					634.	Baghpat	08	
					635.	Ghaziabad	09	
					636.	Gautam Buddha Nagar	10	
					637.	Hapur	73	
44.	Allahabad (092)	147.	Allahabad	0920	638.	Pratapgarh	42	Uttar Pradesh (09)
					639.	Kaushambi	43	
					640.	Prayagraj	44	
		148.	Azamgarh	0921	641.	Azamgarh	60	
					642.	Mau	61	
					643.	Ballia	62	
					644.	Jaunpur	63	
		149.	Faizabad	0922	645.	Ayodhya	46	
					646.	Ambedkar Nagar	47	
					647.	Sultanpur	48	
					648.	Siddharthnagar	53	
					649.	Basti	54	
					650.	Amethi	75	
		150.	Gorakhpur	0923	651.	Sant Kabir Nagar	55	
					652.	Mahrajganj	56	
					653.	Gorakhpur	57	
					654.	Kushinagar	58	
					655.	Deoria	59	
		151.	Varanasi	0924	656.	Ghazipur	64	
					657.	Chandauli	65	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					658.	Varanasi	66	Uttar Pradesh (09)
					659.	Sant Ravidas Nagar (Bhadohi)	67	
					660.	Mirzapur	68	
					661.	Sonbhadra	69	
45.	Bareilly (093)	152.	Bareilly	0930	662.	Budaun	18	Uttar Pradesh (09)
					663.	Bareilly	19	
					664.	Pilibhit	20	
					665.	Shahjahanpur	21	
		153.	Moradabad	0931	666.	Bijnor	03	
					667.	Moradabad	04	
					668.	Rampur	05	
					669.	Amroha	06	
					670.	Sambhal	74	
		154.	Saharanpur	0932	671.	Saharanpur	01	
					672.	Muzaffarnagar	02	
					673.	Shamli	72	
		155.	Sitapur	0933	674.	Kheri	22	
					675.	Sitapur	23	
					676.	Hardoi	24	
46.	Lucknow (094)	156.	Lucknow	0940	677.	Unnao	25	Uttar Pradesh (09)
					678.	Lucknow	26	
					679.	Bara Banki	45	
		157.	Fatehpur	0941	680.	Rae Bareli	27	
					681.	Banda	39	
					682.	Chitrakoot	40	
					683.	Fatehpur	41	
		158.	Gonda	0942	684.	Bahraich	49	
					685.	Shrawasti	50	
					686.	Balrampur	51	
					687.	Gonda	52	

Regional office		Sub-regional Office			Name of district & Code			State/ U.T. Name & Code
Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
		159.	Jhansi	0943	688.	Jalaun	34	Uttar Pradesh (09)
					689.	Jhansi	35	
					690.	Lalitpur	36	
					691.	Hamirpur	37	
					692.	Mahoba	38	
		160.	Kanpur	0944	693.	Kanpur Dehat	32	
					694.	Kanpur Nagar	33	
47.	Barddhaman (191)	161.	Barddhaman	1910	695.	Purba Bardhaman	09	West Bengal (19)
					696.	Paschim Bardhaman	23	
		162.	Bankura	1911	697.	Bankura	13	
					698.	Purulia	14	
		163.	Chinsura	1912	699.	Nadia	10	
					700.	Hooghly	12	
		164.	Medinipur	1913	701.	Paschim Medinipur	18	
					702.	Purba Medinipur	19	
					703.	Jhargram	22	
48.	Kolkata (192)	165.	Kolkata	1920	704.	North Twenty Four Parganas	11	West Bengal (19)
					705.	Kolkata	16	
					706.	South Twenty Four Parganas	17	
		166.	Howrah	1921	707.	Howrah	15	
49.	Maldah (193)	167.	Maldah	1930	708.	Uttar Dinajpur	04	West Bengal (19)
					709.	Dakshin Dinajpur	05	
					710.	Malda	06	
		168.	Barhampur	1931	711.	Murshidabad	07	
					712.	Birbhum	08	
		169.	Siliguri	1932	713.	Darjeeling	01	
					714.	Jalpaiguri	02	
					715.	Cooch Behar	03	
					716.	Alipurduar	20	

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(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					717.	Kalimpong	21	West Bengal (19)
50.	Port Blair (351)	170.	Port Blair	3510	718.	Nicobar	01	A & N Islands (35)
					719.	North & Middle Andaman	02	
					720.	South Andaman	03	
51.	Delhi (071)	171.	Delhi	0710	721.	North West	01	Delhi (07)
					722.	North	02	
					723.	North East	03	
					724.	East	04	
					725.	New Delhi	05	
					726.	Central	06	
					727.	West	07	
					728.	South West	08	
					729.	South	09	
					730.	Shahdara	10	
					731.	South East	11	
52.	Itanagar (121)	172.	Itanagar	1210	732.	Tawang	01	Arunachal Pradesh (12)
					733.	West Kameng	02	
					734.	East Kameng	03	
					735.	Papum Pare	04	
					736.	Upper Subansiri	05	
					737.	West Siang	06	
					738.	East Siang	07	
					739.	Upper Siang	08	
					740.	Changlang	09	
					741.	Tirap	10	
					742.	Lower Subansiri	11	
					743.	Kurung Kumey	12	
					744.	Dibang Valley	13	
					745.	Lower Dibang Valley	14	

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Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					746.	Lohit	15	Arunachal Pradesh (12)
					747.	Anjaw	16	
					748.	Lepa Rada	17	
					749.	Namsai	18	
					750.	Longding	19	
					751.	Siang	20	
					752.	Lower Siang	21	
					753.	Shi Yomi	22	
53.	Imphal (141)	173.	Imphal	1410	754.	Senapati	01	Manipur (14)
					755.	Tamenglong	02	
					756.	Churachandpur	03	
					757.	Bishnupur	04	
					758.	Thoubal	05	
					759.	Imphal West	06	
					760.	Imphal East	07	
					761.	Ukhrul	08	
					762.	Chandel	09	
					763.	Jiribam	10	
					764.	Kangpokpi	11	
					765.	Tengnoupal	12	
					766.	Kakching	13	

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