



क्षेत्र कर्मचारियों के लिए अनुदेश
Instructions to Field Staff
खंड/Volume-II

अनिगमित सेक्टर के उद्यमों (ए.एस.यू.एस.ई) का वार्षिक सर्वेक्षण
**ANNUAL SURVEY OF UNINCORPORATED SECTOR
ENTERPRISES (ASUSE)**

2023-2024
(अक्टूबर 2023 – सितंबर 2024)
(October 2023 – September 2024)



पूछताछ की अनुसूचियाँ / SCHEDULES OF ENQUIRY

अनुसूची एल.एस.यू. : परिवारों और गैर-कृषि इस्टैबलिसमेन्ट की सूची
Schedule LSU: List of Households and Non-Agricultural Establishment
अनुसूची ई.एस.यू. : असमाविष्ट गैर-कृषि इस्टैबलिसमेन्ट की सूची
Schedule ESU: Unincorporated Non-Agricultural Establishment

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

सितंबर 2023
September 2023

RURAL	*
URBAN	

GOVERNMENT OF INDIA
NATIONAL SAMPLE SURVEY OFFICE
ANNUAL SURVEY OF UNINCORPORATED SECTOR ENTERPRISES (ASUSE)
2023-2024: October 2023 – September 2024
SCHEDULE LSU: LIST OF HOUSEHOLDS AND NON-AGRICULTURAL ESTABLISHMENTS

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

[1] identification of sample FSU									
item no.	item	code			item no.	item	code/number		
1.	serial no. of sample FSU				9.	FOD sub-region			
2.	schedule	L	S	U	10.	frame code			
3.	sector (rural-1, urban-2)				11.	frame population (rural only)			
4.	NSS region				12.	approximate present population			
5.	district				13.	approximate no. of non-agricultural establishments			
6.	stratum				14.	total number of hg's/sb's formed (D)			
7.	sub-stratum				15.	survey code			
8.	sub-round				16.	reason for substitution of original sample (for codes 4 – 7 in item 15)			

items 1, 3 – 8 and 10 and 11 are to be copied from the sample list

CODES FOR BLOCK 1

item 10: **frame code:** rural: 2011 census – 16
urban: 2007-12 UFS – 15, 2012-17 UFS – 17, 2017-22 UFS – 18

item 15: **survey code:** *selected FSU surveyed:*
inhabited – 1, uninhabited – 2, zero case – 3
originally selected FSU not surveyed but substitute FSU surveyed:
inhabited – 4, uninhabited – 5, zero case – 6
selected FSU casualty – 7

item 16: **reason for substitution of original sample:**
sample FSU: not identifiable/ traceable – 1
not accessible – 2
restricted area (not permitted to survey) – 3
others (specify) – 9

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

[2] particulars of field operations									
srl. no.	items	Junior Statistical Officer (JSO)/Field Investigator (FI)				Senior Statistical Officer (SSO)/Field Officer (FO)			
(1)	(2)	(3)				(4)			
1(a).	(i) name (block letters)								
	(ii) code								
	(iii) signature								
1(b).	(i) name (block letters)								
	(ii) code								
	(iii) signature								
2.	Date(s) of:								
	(i) commencement of survey/ inspection								
	(ii) completion of survey / inspection								
	(iii) receipt								
	(iv) scrutiny								
	(v) despatch								
3	total time taken to canvass the schedule by the team of investigators (FI/JSO) (in hours) [no decimal point]								

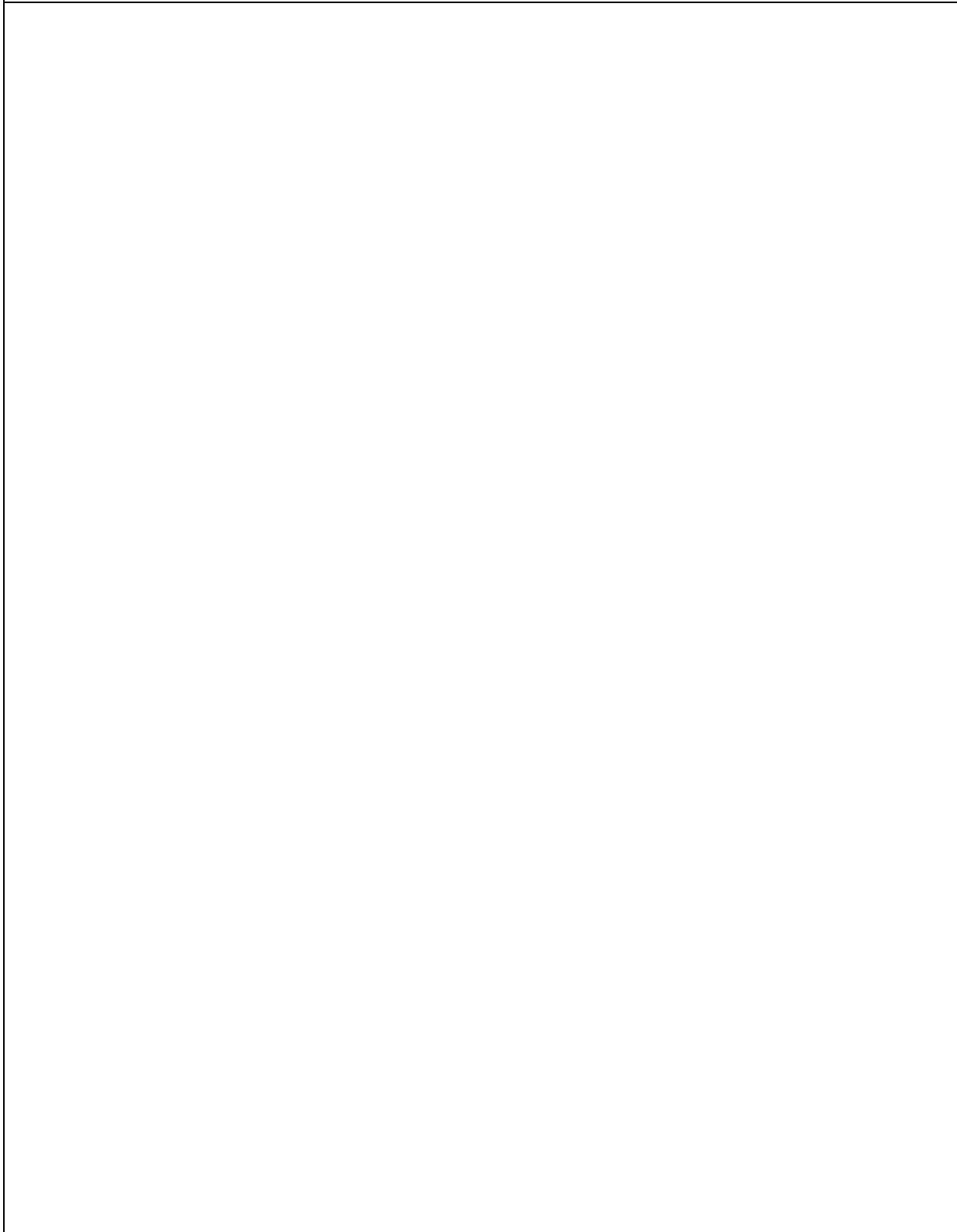
[7] remarks by investigators (JSO/FI)

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[8] comments by supervisory officer(s)

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[3] sketch map of hamlet-group (hg)/sub-block (sb) formation

A large, empty rectangular box with a thin black border, intended for a hand-drawn sketch map. The box occupies most of the page below the header text.

[4.1] list of hamlets (only for rural samples with hamlet-group (hg) formation)					[4.2] list and selection of hamlet-groups (hg's)/sub-blocks (sb's)								
srl. no.	name of hamlet	% of pop/NAE ^{\$}	establishments under survey coverage		srl. no. of hg/sb	serial no. of hamlets in the hg (rural only)	% of pop/NAE ^{\$} in the hg/sb	establishments under survey coverage			sampling serial no. of the hg/sb *	order of selection [@]	seg no. **
			approx no. of HWE	availability of OAE (yes-1, no-0)				approx. no. of HWE in the hg/sb	count of hamlets with OAE in the hg (rural)	availability of OAE in the sb (urban) (yes-1, no-0)			
(1)	(2)	(3)	(4)	(5)	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	total	100	X	X		total	100	X	X	X	X	X	X

\$ strike out which is not applicable

- * (i) '0' for hg/sb with maximum number of non-agricultural HWE (hired worker establishments) under survey coverage,
- (ii) if there is no non-agricultural HWE under survey coverage in any hg/sb, then for rural FSU, the hg with maximum number of hamlets with non-agricultural OAE under survey coverage will be assigned '0', while for the urban FSU, all sb's with code 1 in column (6) will be considered and one listed first will be assigned '0'.
- (iii) if there is no non-agricultural HWE or OAE in the FSU, the hg/sb with maximum percentage share of population will be assigned '0'.

@ '0' for hg/sb with '0' in col.7

** 1 for order of selection '0' and 2 for order of selection for both '1' and '2' in col.8

[6a] particulars of establishment in segment 9						
segment number	establishment type	second stage stratum (SSS)	number of establishment			
			in the frame (E)	selected	surveyed	casualty [col.5-col.6]
(1)	(2)	(3)	(4)	(5)	(6)	(7)
9		1				
		2				
		3				
	Hired Worker Establishment (HWE) (1)	4				
		5				
		6				
		7				
		8				
		9				
		10				
		11				
		12				
	Own Account Establishment (OAE) (2)	13				
		14				
		15				
		16				
		17				
	18					
all						

[6b] particulars of sampling of establishment (for segments 1 & 2)								
segment number*	establishment type	second stage stratum (SSS)	number of establishment					
			in the frame (E)	selected	surveyed			casualty [col 5-col.8]
					originally selected	substituted	total [col.6+col.7]	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1		1						
		2						
		3						
	Hired Worker Establishment (HWE) (1)	4						
		5						
		6						
		7						
		8						
		9						
		10						
		11						
		12						
	Own Account Establishment (OAE) (2)	13						
		14						
		15						
		16						
		17						
		18						
all								
2		1						
		2						
		3						
	Hired Worker Establishment (HWE) (1)	4						
		5						
		6						
		7						
		8						
		9						
		10						
		11						
		12						
	Own Account Establishment (OAE) (2)	13						
		14						
		15						
		16						
		17						
		18						
all								

* If no hg/sb formed, entries may be made against segment number 1

[5] list of non-agricultural establishments having 10 or more workers in the sample FSU (segment 9)*														for code 1 in col.11
house number	household /estb. serial number	name and address of establishment/ owner/ operator/ head of household	description of activity	type of ownership code	for 1 – 5 in col. 5					eligibility code	for 1 in col. 11		SSS number (1 – 18)	
					broad activity category code	for 1 – 3 in col. 6		number of workers			eligible establishment serial number	establishment type code		
						registration code	for 2 in col. 7		total					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	
														col.14: SSS number: SSS 1: code 1 in col.5 and 1 in col.11 SSS 2: code 2 in col.5 and 1 in col.11 SSS 3: code 3 in col.5 and 1 in col.11 HIRED WORKER ESTABLISHMENTS (HWE): for code 4/5 in col. 5 and code 1 in col. 13: SSS 4: NIC 01632,19,21,26,30, 35103,35105,35106, 35107,35109, 45200, 45403; SSS 5: NIC 10, 11; SSS 6: NIC 13 – 18, 31; SSS 7: NIC 12,20,22 – 25, 27 – 29, 32,33; SSS 8: NIC 45 (excl. 45200, 45403), 46, 47; SSS 9: NIC 56; SSS 10: NIC 85; SSS 11: NIC 86, 87; SSS 12: NIC 36 – 39, 49211, 49219, 4922 (including 49227), 4923, 50, 52, 53, 55, 58 – 63, 64193, 64300, 6491, 64920, 64921, 64929, 6499, 6612, 6619, 662, 663, 68 (including 68108,68109) – 75, 77 – 81 (including 81309), 82, 88, 90 – 93, 941, 94910, 94919, 9499, 95, 96 (including 96099); OAEs: for code 4/5 in col. 5 and code 2 in col. 13: SSS 13: NIC 01632, 10 – 33, 35103, 35105, 35106, 35107, 35109, 45200, 45403; SSS 14: NIC 45 (excl. 45200, 45403), 46, 47; SSS 15: NIC 56; SSS 16: NIC 85; SSS 17: NIC 86, 87; SSS 18: NIC 36 – 39, 49211, 49219, 4922 (including 49227), 4923, 50, 52, 53, 55, 58 – 63, 64193, 64300, 6491, 64920, 64921, 64929, 6499, 6612, 6619, 662, 663, 68 (including 68108,68109) – 75, 77 – 81 (including 81309), 82, 88, 90 – 93, 941, 94910, 94919, 9499, 95, 96 (including 96099);

* listing of segment 9 establishments is to be done for the entire sample FSU

CODES FOR BLOCK 5

col.5: **type of ownership code:** society (non-Govt.)/trust/association/club/body of individuals etc. – 1, co-operatives – 2, SHG – 3, proprietary – 4, partnership (excluding LLP) – 5, Govt. Department/ Govt. Company/PSU/Govt. society – 6, non-Govt. company – 7, others – 9

col.6: **broad activity category code:** manufacturing – 1, trade – 2, other services – 3, others – 4

col.7: **registration code:** registered under Sections 2m(i) and 2m(ii) of the Factories Act, 1948 or beedi and cigar workers (conditions of employment) Act, 1966 or with the Central Electricity Authority: yes – 1, no – 2.

[®] col. 8: **NIC –2008 code: 2 digits** for 10 – 33, 36 – 39, 45 (excl. 45200, 45403), 46 – 47, 50, 52, 53, 55, 56, 58 – 63, 68(except 68108,68109) – 75, 77 – 81 (except 81309), 82, 85 – 88, 90 – 93, 95, 96 (except 96099); **3 digits** for 662, 663, 941; **4 digits** for 4922(except 49227), 4923, 6491, 6499, 6612, 6619, 9499;

5 digits for 01632, 35103, 35105, 35106, 35107, 35109, 45200, 45403, 49211, 49219, 49227, 64193 (chit funds), 64300, 64309 (SHG), 64920, 64921 (investment clubs), 64929 (private moneylenders), 68108 (renting of building for residential purpose), 68109 (renting of building for commercial purpose), 81309 (Electrician, Plumbers, etc.), 94910 (religious activities by organization), 94919 (religious activities by individuals), 96099 (delivery service).

col.11: **eligibility code:** entry in col.9 >=10 and operated for at least 30 days (15 days for seasonal establishments and SHG) during last 365 days – 1, otherwise – 2

col.13: **establishment type code:** Hired Worker Establishment (HWE) – 1, Own Account Establishment (OAE) – 2

[5a] list of households and non-agricultural establishments (segment 1/ 2)*														for code 1 in col.11
house number	household /estb. serial number	name and address of establishment/ owner/ operator/ head of household	description of activity	type of ownership code	for 1 – 5 in col. 5					eligibility code	for 1 in col. 11		SSS number (1 – 18)	
					broad activity category code	for 1 – 3 in col. 6		number of workers			eligible establishment serial number	establishment type code		
						registration code	for 2 in col. 7		total					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	
														col.14: SSS number: SSS 1: code 1 in col.5 and 1 in col.11 SSS 2: code 2 in col.5 and 1 in col.11 SSS 3: code 3 in col.5 and 1 in col.11 HIRED WORKER ESTABLISHMENTS (HWE): for code 4/5 in col. 5 and code 1 in col. 13: SSS 4: NIC 01632,19,21,26,30, 35103,35105,35106, 35107,35109, 45200, 45403; SSS 5: NIC 10, 11; SSS 6: NIC 13 – 18, 31; SSS 7: NIC 12,20,22 – 25, 27 – 29, 32,33; SSS 8: NIC 45 (excl. 45200, 45403), 46, 47; SSS 9: NIC 56; SSS 10: NIC 85; SSS 11: NIC 86, 87; SSS 12: NIC 36 – 39, 49211, 49219, 4922 (including 49227), 4923, 50, 52, 53, 55, 58 – 63, 64193, 64300, 6491, 64920, 64921, 64929, 6499, 6612, 6619, 662, 663, 68 (including 68108,68109) – 75, 77 – 81 (including 81309), 82, 88, 90 – 93, 941, 94910, 94919, 9499, 95, 96 (including 96099); OAEs: for code 4/5 in col. 5 and code 2 in col. 13: SSS 13: NIC 01632, 10 – 33, 35103, 35105, 35106, 35107, 35109, 45200, 45403; SSS 14: NIC 45 (excl. 45200, 45403), 46, 47; SSS 15: NIC 56; SSS 16: NIC 85; SSS 17: NIC 86, 87; SSS 18: NIC 36 – 39, 49211, 49219, 4922 (including 49227), 4923, 50, 52, 53, 55, 58 – 63, 64193, 64300, 6491, 64920, 64921, 64929, 6499, 6612, 6619, 662, 663, 68 (including 68108,68109) – 75, 77 – 81 (including 81309), 82, 88, 90 – 93, 941, 94910, 94919, 9499, 95, 96 (including 96099);

* strike out which is not applicable

CODES FOR BLOCK 5a

col.5: **type of ownership code:** society (non-Govt.)/ trust/association/club/body of individuals etc. – 1, co-operatives – 2, SHG – 3, proprietary – 4, partnership (excluding LLP) – 5, Govt. Department/

Govt. Company/PSU/Govt. society – 6, non-Govt. company – 7, others – 9

col.6: **broad activity category code:** manufacturing – 1, trade – 2, other services – 3, others – 4

col.7: **registration code:** registered under Sections 2m(i) and 2m(ii) of the Factories Act, 1948 or beedi and cigar workers (conditions of employment) Act, 1966 or with the Central Electricity Authority: yes – 1, no – 2.

col.8: **NIC –2008 code: 2 digits** for 10 – 33, 36 – 39, 45 (excl. 45200, 45403), 46 – 47, 50, 52, 53, 55, 56, 58 – 63, 68(except 68108,68109) – 75, 77 – 81 (except 81309), 82, 85 – 93, 95, 96 (except 96099); **3 digits** for 662, 663, 941; **4 digits** for 4922(except 49227), 4923, 6491, 6499, 6612, 6619, 9491, 9499; **5 digits** for 01632, 35103, 35105, 35106, 35107, 35109, 45200, 45403, 49211, 49219, 49227, 64193 (chit funds), 64300, 64309 (SHG), 64920, 64921 (investment clubs), 64929 (private moneylenders), 68108 (renting of building for residential purpose), 68109 (renting of building for commercial purpose), 81309(Electrician, Plumbers, etc.), 94910 (religious activities by organization), 94919 (religious activities by individuals), 96099 (delivery service).

col.11: **eligibility code:** entry in col.9 <10 and operated for at least 30 days (15 days for seasonal establishments and SHG) during last 365 days – 1, otherwise – 2

col.13: **establishment type code:** Hired Worker Establishment (HWE) – 1, Own Account Establishment (OAE) – 2

Coverage of the survey in terms of NIC – 2008 codes (considering the corrigendum as issued on 3rd May, 2011) is as follows:

A. NIC 2008 codes under coverage of the survey	
NIC 2008 codes	Description
Manufacturing	
10	Manufacture of Food Products
11	Manufacture of Beverages
12	Manufacture of Tobacco Products
13	Manufacture of Textiles
14	Manufacture of Wearing Apparel
15	Manufacture of Leather and Related Products
16	Manufacture of Wood and Products of Wood and Cork, except Furniture; Manufacture of Articles of Straw and Plaiting Materials
17	Manufacture of Paper and Paper Products
18	Printing and Reproduction of Recorded Media
19	Manufacture of Coke and Refined Petroleum Products
20	Manufacture of Chemicals and Chemical Products
21	Manufacture of Pharmaceuticals, Medicinal Chemical and Botanical Products
22	Manufacture of Rubber and Plastics Products
23	Manufacture of other non-metallic Mineral Products
24	Manufacture of Basic Metals
25	Manufacture of Fabricated Metal Products, except Machinery and Equipment
26	Manufacture of Computer, Electronic and Optical Products
27	Manufacture of Electrical Equipment
28	Manufacture of Machinery and Equipment n.e.c.
29	Manufacture of Motor Vehicles, Trailers and Semi-Trailers
30	Manufacture of Other Transport Equipment
31	Manufacture of Furniture
32	Other Manufacturing
33	Repair and Installation of Machinery and Equipment
3510	Electric power generation, transmission and distribution (except 35101, 35102, 35104)
01632	Cotton Ginning, Cleaning and Bailing
45200	Maintenance and Repair of Motor Vehicles
45403	Maintenance and Repair of Motor Cycles, Mopeds, Scooters and 3-Wheelers
Trading	
45	Wholesale and Retail Trade and Repair of Motor Vehicles and Motorcycles (excluding NIC 5-digit 45200, 45403)
46	Wholesale Trade, except of Motor Vehicles and Motorcycles
47	Retail Trade, except of Motor Vehicles and Motorcycles
Other Services	
36	Water collection, treatment and supply (excluding those covered under ASI)
37	Sewerage (excluding those covered under ASI)
38	Waste collection, treatment and disposal activities; materials recovery (excluding those covered under ASI)

A. NIC 2008 codes under coverage of the survey	
NIC 2008 codes	Description
39	Remediation activities and other waste management services
492	Other Land Transport (excluding 49212, 49213)
49227	Driver operating under aggregators (OLA/UBER/MERU, Rapido, etc.)
50	Water Transport
52	Warehousing and Support Activities for Transportation (excluding those covered under ASI)
53	Postal and Courier Activities
55	Accommodation
56	Food and Beverage Service Activities
58	Publishing Activities (excluding those covered under ASI)
59	Motion Picture, Video and Television Programme Production, Sound Recording and Music Publishing Activities (excluding those covered under ASI)
60	Broadcasting and Programming Activities
61	Telecommunications
62	Computer Programming, Consultancy and Related Activities
63	Information Service Activities
64193	Special code for Chit funds
643	Trusts, Funds and Other Financial Vehicles (including special codes 64309 for self –help groups)
649	Other Financial Service Activities Except Insurance and Pension Funding Activities (including special codes 64921 for investment club, 64929 for activities of private moneylenders)
661	Activities Auxiliary to Financial Service Activities, except Insurance and Pension Funding (excluding 6611)
662	Activities auxiliary to insurance and pension funding
663	Fund Management Activities
68	Real Estate Activities
68108	Special code for renting of building for residential purpose
68109	Special code for renting of building for commercial purpose
69	Legal and Accounting Activities
70	Activities of Head Offices; Management Consultancy Activities
71	Architecture and Engineering Activities; Technical testing and Analysis
72	Scientific Research and Development
73	Advertising and Market Research
74	Other Professional, Scientific and Technical Activities (excluding those covered under ASI)
75	Veterinary Activities
77	Rental and Leasing Activities
78	Employment Activities
79	Travel Agency, Tour Operator and Other Reservation Service Activities
80	Security and Investigation Activities
81	Services to Buildings and Landscape Activities

A. NIC 2008 codes under coverage of the survey	
NIC 2008 codes	Description
81309	Activities of electricians, plumbers, etc.
82	Office Administrative, Office Support and Other Business Support Activities (excluding those covered under ASI)
85	Education
86	Human Health Activities
87	Residential Care Activities
88	Social Work Activities Without Accommodation
90	Creative, Arts and Entertainment Activities
91	Libraries, Archives, Museums and Other Cultural Activities
92	Gambling and Betting Activities (<i>coverage will be restricted to legal activities only</i>)
93	Sports Activities and Amusement and Recreation Activities
941	Activities of Business, Employers and Professional Membership Organizations
94910	Religious Activities by Organizations
94919	Special code for religious Activities by Individuals
9499	Activities of the Membership Organizations n.e.c.
95	Repair of Computers and Personal and Household Goods (excluding those covered under ASI)
96	Other Personal Service Activities including special code 96099 for delivery service activities (excluding those covered under ASI)

B. NIC 2008 codes outside the coverage of the survey	
1. All codes under sections:	
A (Agriculture, forestry and fishing excluding 01632);	
B (Mining and quarrying);	
D (Electricity, gas, steam and air conditioning supply excluding 35103, 35105, 35106, 35107, 35109);	
F (Construction);	
O (Public administration and defence; compulsory social security);	
T (Activities of households as employers; undifferentiated goods and services producing activities of households for own use);	
U (Activities of extraterritorial organizations and bodies).	
2. Codes: 491, 49212, 49213, 493, 51, 641 (excluding special code 64193), 642, 65, 6611, 942, 9492	

A. SSS number, NIC codes and description of major activities

SSS no.	NIC 2008 codes	Description of major activities
1	any of the NICs under coverage	society/trusts/associations/clubs/body of individuals etc.
2	any of the NICs under coverage	Co-operatives
3	64309 (special code)	Self Help Groups

SSS no.	NIC 2008 codes	Description of major activities
Hired Worker Establishment (HWEs)		
4	01632, 19, 21, 26, 30, 35103, 35105, 35106, 35107, 35109, 45200, 45403	Cotton ginning, cleaning and bailing, 'coke and refined petroleum products', 'pharmaceuticals, medicinal chemical and botanical product', 'computer, electronic and optical products', 'other transport equipment', electric power generation etc., 'repair and maintenance of motor vehicles, motor cycles, etc.'
5	10, 11	Food products and beverages
6	13, 14, 15, 16, 17, 18, 31	textiles, wearing apparel, leather and related products, wood and wood products, paper and paper products, printing, furniture etc.
7	12, 20, 22, 23, 24, 25, 27, 28, 29, 32, 33	Tobacco, 'chemical and chemical products', 'rubber and plastic products', 'other non-metallic mineral products', 'basic metals', 'fabricated metal product', 'electrical equipment', 'machinery and equipment n.e.c', 'motor vehicles, trailers and semi-trailers', 'other manufacturing activities', 'repair and installation of machinery and equipment'.
8	45 (excluding 45200, 45403), 46, 47	Wholesale and retail trade and repair of motor vehicles and motorcycles, Other wholesale trade and Other retail trade, excluding 'repair and maintenance of motor vehicles, motor cycles, etc.'
9	56	Food and beverage service activities
10	85	Education
11	86, 87	Human health activities, residential care activities
12	36 – 39, 49211, 49219, 4922 (including 49227), 4923, 50, 52, 52, 53, 55, 58 – 63, 64193, 64300, 6491, 64920, 64921, 64929, 6499, 6612, 6619, 662, 663, 68 (including 68108, 68109) – 75, 77 – 81 (including 81309), 82, 88 – 93, 941, 94910, 94919, 9499, 95, 96 (including 96099)	Other services activities
Own Account Establishments (OAEs)		
13	01632, 10–33, 35103, 35105, 35106, 35107, 35109, 45200, 45403	Manufacturing activities including 'repair and maintenance of motor vehicles, motor cycles, etc.'
14	45 (excluding 45200, 45403), 46, 47	Trading activities excluding 'repair and maintenance of motor vehicles, motor cycles, etc.'
15	56	Food and beverage service activities
16	85	Education
17	86, 87	Human health activities, residential care activities
18	36 – 39, 49211, 49219, 4922 (including 49227), 4923, 50, 52, 52, 53, 55, 58 – 63, 64193, 64300, 6491, 64920, 64921, 64929, 6499, 6612, 6619, 662, 663, 68 (including 68108, 68109) – 75, 77 – 81 (including 81309), 82, 88 – 93, 941, 94910, 94919, 9499, 95, 96 (including 96099)	Other services activities

RURAL	*
URBAN	

GOVERNMENT OF INDIA
NATIONAL STATISTICAL OFFICE
ANNUAL SURVEY OF UNINCORPORATED SECTOR ENTERPRISES (ASUSE)
2023-2024: October 2023 – September 2024
SCHEDULE ESU: UNINCORPORATED NON-AGRICULTURAL ESTABLISHMENTS

[0] descriptive identification of sample establishment	
1. state/u.t:	6. investigator unit no.:
2. district:	7. UFS block no.:
3. sub-district/tehsil:	8. name of owner:
4. village/ town name:	9. name of informant:
5. serial no. of hamlet: (col-1,block-4.1)#	10. name and address of the establishment:

*tick mark (√) may be put in appropriate place. # refers to schedule LSU.

[1] identification of sample establishment							
item no.	item	code			item no.	item	code
1	serial no. of sample FSU				6	survey code	
2	schedule number	E	S	U	7	status code [if entry in item 6 is 1 or 2]	
3	segment number (1 / 2/ 9)				8	reason for original sample not surveyed (code) [for entry in item 6 = 2 or 3]	
4	second stage stratum (SSS)				9	response code	
5	sample establishment number				10	informant code	
11	telephone/mobile no. of the owner/establishment/contact person						
12	e-mail id of the establishment/owner						

CODES FOR BLOCK 1

- item6: **survey code:** original establishment surveyed - 1, substitute surveyed - 2, casualty – 3
- item7: **status code:**
 within coverage: open-1, existing but not having production-2,
 out of coverage: included in ASI frame - 3, other reasons – 4
- item8: **reason for original sample not surveyed:** informant busy – 1, informant not available – 2,
 informant non-cooperative – 3, others–9
- item9: **response code:** informant co-operative and capable - 1, informant co-operative but not capable - 2, informant busy but responded - 3, informant reluctant - 4, others -9
- item10: **informant code:** owner – 1, supervisor /manager – 2, others –9

Different Code Structures

item 204 : type of ownership			
proprietary (male)	1	partnership between members not all from the same household	5
proprietary (female)	2	Self-Help Group	6
proprietary (transgender)	3	Society/Trust/Club/Association/Body of individuals/membership organization	7
partnership with members of the same household	4	Co-operative	8
		Others (specify)*	9
item 205: highest level of general education of the proprietor / major partner			
not literate			1
literate	below primary		2
	primary and above but below secondary		3
	secondary and above but below higher secondary		4
	higher secondary and above but below graduate		5
	graduate and above		6
item 212: location of the establishment			
within household premises			1
outside household premises	with fixed premises and with permanent structure		2
	with fixed premises and with temporary structure/ kiosk/ stall		3
	with fixed premises but without any structure		4
	mobile market		5
	without fixed premises (street vendors, etc.)		6
item 225 and 226: nature of problems faced by the establishment			
erratic power supply/ power cuts			1
shortage of raw materials			2
lack of connectivity to market due to road or other infrastructure			3
non-availability / high cost of credit			4
non-recovery of financial dues			5
non-availability of labour as and when needed			6
non-availability of skilled labour as and when needed			7
lack of technological upgrade in the production process			8
others (specify)*			9

**please specify the description in the remarks*

Note 1: Mixed activity: An establishment at a location will be treated as pursuing mixed activity if it carries out a no. of activities simultaneously and accounts for those activities are not separable. The NIC-2008 Codes for those activities **should be different at 2-digit level**. If accounts are separable, each activity will be treated as separate establishment.

Note 2: Major activity: It is that activity which yields maximum income (1st) / turnover (2nd) /employment (3rd) (in the order mentioned)

[2] particulars of operation and background information during reference period		item no.	code			
(1)		(2)	(3)			
Whether pursuing mixed activity during the reference period? (yes – 1, no – 2)		201				
code for the major activity during the reference period (2 digit and 5-digit as per NIC 2008)		202a				
special codes: cab driver operating under aggregators OLA/UBER/MERU/Rapido, etc.- 49227, chit fund – 64193, Self-Help Group (engaged in financial intermediation) – 64309, investment club – 64921, activities of private moneylenders – 64929, renting of building for residential purpose-68108, renting of building for commercial purpose- 68109, activities of electrician, plumber, etc. – 81309, activities of delivery services – 96099, religious activities of individuals – 94919,		202b				
description of the major activity during the reference period:						
if 'yes' in item 201	code for the principal minor activity during the reference period (2 digit and 5-digit as per NIC 2008)		203a			
	[1 st 2 digits of item 202a ≠ 1 st 2 digits of item 203a]		203b			
description of the principal minor activity during the reference period:						
type of ownership (code) during last 365 days		204				
if item 204 is '1' to '5'	for proprietor / major partner	highest level of general education (code)	205			
		whether successfully completed any technical/ professional/ vocational courses (yes – 1, no – 2)	206			
	social group of the owner / major partner (ST-1, SC-2, OBC-3, Others -4, not known-9)		207			
	number of other economic activities taken up by the entrepreneur during the last 365 days		208			
whether non-profit institution?	yes: major receipts coming from donation/ grants-1, major receipts not coming from donation/ grants-2, no-3	209				
if code 1 in item 209	whether non-profit institution serving households (NPISH)? (yes-1, no-2)	210				
whether the establishment maintains any bank account/ post office savings bank account?	yes: in owner's name – 1, in establishment's name -2, no- 3	211				
location of the establishment (code)		212				
establishment type during the reference period (hired worker establishment -1, own account establishment -2)		213				
number of years of operation of the establishment (less than one year-1, one to three years-2, more than three years-3, not known-4)		214				
year of initial operation under the current owner at the present location		215				
nature of operation (perennial – 1, seasonal – 2, casual – 3)		216				
number of months operated during the last 365 days (in whole numbers)		217				
number of hours the establishment normally worked in a day during the reference period (in whole numbers)		218				
whether audited books of accounts maintained? (yes-1, no-2)		219				
is the establishment an MSME? (yes -1, no -2)		220				
UDYAM Registration number	U D Y A M - - - - -	221				
did the establishment use computer (s) during the last 365 days? (yes- 1, no -2)		222				
did the establishment use internet during the last 365 days? (yes- 1, no -2)		223				

[2] particulars of operation and background information during reference period		item no.	code
(1)		(2)	(3)
did the establishment face any problem in its operation during the last 365 days? (yes-1, no-2)		224	
if 'yes' in item 224, nature of problems faced in its operation during the last 365 days (at most two codes in order of severity of problems)	most severe problem	225	
	next severe problem	226	
whether registered under any act/authority? (yes-1, no-2)		227	
type of registration of the establishment			
if 'yes' in item 227	whether registered under (yes-1, no-2)	Shops and Establishment Act	228
		Indian Trust Act 1882 (incl. State Public Trust Act)	229
		Societies Registration Act, 1860	230
		Co-operative Societies Act, 1912	231
		Club/ Association of Persons/ Body of Individuals	232
		Any Other Act (not covered above)	233
	any other registration/ licenses (give at most three codes from any of 01-09,11-12, 98-99 as per the code list)	234	
	235		
	236		
if code is 01 in any of the items 234-236, GSTIN No. of the establishment		237	
did the establishment provide any manufacturing services? (yes -1, no -2)		238	
if 'yes' in item 238, did the establishment undertake any manufacturing services on <i>contract basis</i> during the reference period (yes -1, no -2)		239	
if 'yes' in item 239, type of contract (code)		240	
if 'yes' in item 239, whether equipment/design supplied by the contractor (yes -1, no -2)		241	
did the establishment undertake any other services on <i>contract basis</i> during the reference period (yes -1, no -2)		242	
if 'yes' in item 242, type of contract (code)		243	
is the establishment a franchisee outlet? (yes -1, no -2)		244	

items 234-236 : Additional registration/ Licenses			
Goods and services Tax (GST) Act	01	State Directorate of industries	06
District Supply and Marketing Society	02	Commodity Boards (Coir Board, Silk Board, Jute Commissioner etc.)	07
Food safety and Standard Authority	03	State Specific license/ registration (incl. Labour Licenses/ Trade License/ Drug License/ Factory License/ Electricity Board/ State Business Register/ Other State Specific licenses/ Licenses issued by Panchayat or Local Body	08
Employee PF Organization/ Employee State Insurance Corporation	04	VAT	09
		Registered under Regional Transport Office (RTO)	11
KVIC/KVIP/DC Handloom/ DC Handicrafts	05	Registered under Udyam Registration Portal	12
		Any others Registration/ Licenses (not covered above)	99
		No other registration/licenses	98
item 240 & 243 : type of contract			
working solely for other establishment/contractor	1	mainly for customers but also on contract.....	3
mainly on contract but also for other customers	2		

[2.1] activities pursued by the establishment during reference period		
broad description of the activity	item no.	whether pursued the activity during the reference period (yes-1, no-2)
(1)	(2)	(3)
manufacturing, non-captive power generation and transmission activities (NIC-08 Div. 10-33, 01632, 35103, 35105, 35106, 35107, 35109, 45200, 45403)	251	
trading activity (NIC-08 Div. 45-47 excluding 45200 and 45403)	252	
transportation, travel agency, tour operator activities (NIC-08 Groups 492 excluding 49212, 49213, div. 50,79, including special code 49227)	253	
warehousing and support activities of transportation (NIC-08 Div.52)	254	
postal and courier activities (NIC-08 Group 53)	255	
accommodation and food service activities (NIC-08 Div. 55-56)	256	
information and communications activities (NIC-08 Div. 58-63)	257	
financial activities (NIC-08 Groups 643, 649, 6612, 6619, 662, 663 including special codes for chit fund – 64193, self-help group – 64309, investment club – 64921, activities of private moneylenders – 64929)	258	
real estate, rental and leasing activities (NIC-08 Div. 68, 77) including special codes 68108 and 68109	259	
business and professional service activities (NIC-08 Div. 69 -74, 78, 80 - 81(including special code 81309),82	260	
educational activities (NIC-08 Div. 85)	261	
human health, social work and veterinary activities (NIC-08 Div. 75, 86-88)	262	
other personal service activities (NIC-08 Div. 96 including special code 96099	263	
other activities (NIC-08 Industries 36- 39, 90- 93, 941, 94910, 9499, 95) including special code 94919	264	

[2.2] reference period for blocks 3 - 14		
reference period	item no.	Code(for item 265) /no. of days(for item 266)/ no. of months (for item 267)
last 30 days - 1 , last calendar month – 2, last 30 days/last calendar month and closure faced – 3 last accounting year i.e. FY 2022-23 and data collected from audited books of accounts -4	265	
if code in item 265 is 3, then number of days closed due to any Government order/restriction during the reference period (the no. of days will be between 1 and 31, both inclusive)	266	
if code in item 265 is 4, then number of months in the accounting period	267	

[2.3] category of establishment			
description		item no	code/number
selected unit is a	single entity /establishment – 1 headquarter with branch establishments elsewhere-2 branch establishment, with headquarter located elsewhere-3	271	
for code 2 in item 271	total number of branch establishments	272	
for code 3 in item 271	whether separate account is available for the selected branch establishments (yes-1 , no-2)	273	

[3] expenses during the reference period ended on.....		(Rs. in whole number)			
(1)	(2)	(3)			(4)
3.1: manufacturing, non-captive power generation and transmission activities (NIC-08 Div. 10-33, 01632, 35103, 35105, 35106, 35107, 35109, 45200,45403)					
main raw materials consumed	item no.	3 digit product code			value (Rs.)
	301				
	302				
	303				
	304				
other raw materials consumed	305				
purchase value of the goods sold in the same condition as purchased	306				
expenses incurred for manufacturing services	307				
total (items 301 to 307)	309				

3.2: trading activity (NIC-08 Div. 45-47) (excluding 45200,45403) (exclude transport charges and report them in block 4, if available separately)					
main commodities purchased	item no.	3 digit product code			value (Rs.)
	311				
	312				
	313				
	314				
	315				
	316				
	317				
other commodities purchased	318				
total (items 311 to 318)	319				

3.3: transportation, travel agency and tour operator activities (NIC-08 Groups 492, 49227, Div.50, 79 excluding 49212, 49213)					
main items consumed	item no.	3 digit product code			value (Rs.)
petrol, diesel and lubricants	321	5	4	1	
LPG, CNG	322	5	4	3	
rubber products: tyres , tubes	323	5	2	2	
batteries, accumulators, cells	324	8	2	3	
	325				
	326				
other items consumed	327				
travel agent's/ tour operator's payments for passenger fare/ goods transportation by	railways	328			
	land (bus, truck, auto, taxi, etc.)	331			
	air	332			
	water (boat, steamer, ferry, etc.)	333			
minor repair and maintenance of transport equipment	334				
storage and warehousing charges paid	335				
parking fees paid for vehicles	336				
hotel& restaurant service charges (room rent, food, drinks, etc.)	337				
total (items 321 to 337)	339				

[3] expenses during the reference period ended on.....					(Rs. in whole number)
3.4: warehousing and support activities for transportation (NIC-08 Div. 52)					
(1)	(2)	(3)			(4)
main items consumed	item no.	3 digit product code			value (Rs.)
jute, cloth, etc. used as consumable stores	341	3	9	9	
pesticide, insecticide, weedicide, fungicide	342	6	1	2	
	343				
	344				
other items consumed	345				
contract, sub-contract, commission expenses	346				
service charges paid to other concerns for carrying of goods	347				
total (items 341 to 347)	349				

3.5: postal and courier activities (NIC-08 Div. 53)					
main items consumed	item no.	3 digit product code			value (Rs.)
paper used in printer, fax etc.	351	5	1	3	
paper products: stationery articles and postal articles	352	5	1	2	
spares and accessories of electronic equipments (ink cartridges used in printer, fax etc.)	353	8	3	4	
	354				
	355				
other items consumed	356				
total (items 351 to 356)	359				

[3] expenses during the reference period ended on.....					(Rs. in whole number)
3.6: accommodation and food service activities (NIC-08 Div. 55-56)					
(1)	(2)	(3)			(4)
main items consumed	item no.	3 digit product code			value (Rs.)
wheat flour	361	2	3	2	
rice	362	2	3	1	
pulses milled	363	2	3	3	
egg and poultry	364	0	4	3	
processed poultry meat & poultry meat products	365	2	1	1	
processed other meat and products	366	2	1	2	
inland fish	367	0	6	1	
marine fish	368	0	6	2	
bread and bakery products - biscuit, cake, bread, rusk, pastries, etc.	371	2	4	2	
dairy products (milk, butter, ghee, ice cream, curd, paneer, etc.	372	2	2	2	
edible oils and fats (excluding dairy products)	373	2	2	3	
sugar, sugar cube, gur	374	2	4	1	
alcoholic beverages	375	2	5	1	
non-alcoholic beverages: soft drink, fruit juice, aerated water	376	2	5	2	
potato and onion	377	0	2	7	
vegetables (excluding potato and onion)	378	0	2	8	
fruits	381	0	2	6	
	382				
	383				
	384				
other items consumed	385				
total (items 361 to 385)	389				

3.7: information and communication activities (NIC-08 Div. 58-63)					
main items consumed	item no.	3 digit product code			value (Rs.)
paper and paper products (other than stationery)	391	5	1	3	
spares and accessories of electronic equipments (ink cartridges used in printer, fax etc.)	392	8	3	4	
stationery articles of paper	393	5	1	2	
	394				
	395				
other items consumed	396				
communication charges (postage, courier, local call/ STD / ISD, cyber café, cellular, internet, email, etc.)	397				
total (items 391 to 397)	399				

[3] expenses during the reference period ended on.....					(Rs. in whole number)
3.8: financial activities(NIC-08 groups 643, 649, 6612, 6619, 662, 663 including special codes 64193, 64309, 64921 and 64929)					
(1)	(2)	(3)			(4)
main items consumed	item no.	3 digit product code			value (Rs.)
paper and paper products: (other than stationery)	401	5	1	3	
spares and accessories of electronic equipments (ink cartridges used in printer, fax etc.)	402	8	3	4	
stationery articles of paper	403	5	1	2	
	404				
	405				
other items consumed	406				
interest payments	407				
banking, commission, brokerage (exclude interest payments to banks)	408				
legal services	411				
audit, advertising, accounting, book keeping, architecture, engineering, photocopying	412				
total (items 401 to 412)	419				

3.9: real estate, rental and leasing activities (NIC-08 Div. 68, 77, including special codes 68108 and 68109)					
main items consumed	item no.	3 digit product code			value (Rs.)
	421				
	422				
other items consumed	423				
minor repair and maintenance of	building and fixtures	424			
	tools and other fixed assets	425			
service charges for work done by other concerns	contract, sub-contract, commission expenses	426			
	legal services	427			
	hotel & restaurant service charges (room rent, food, drinks, etc.)	428			
purchase value of land/flat/building during last 365 days (only those intended for sale without undertaking any improvement work)	431				
total (items 421 to 431)	439				

[3] expenses during the reference period ended on.....		(Rs. in whole number)				
3.10: business and professional service activities (NIC-08 Div. 69 -74, 78, 80 – 81 (including 81309), 82)						
(1)		(2)	(3)			(4)
main items consumed		item no.	3 digit product code			value (Rs.)
		441				
		442				
other items consumed		443				
hotel & restaurant service charges (room rent, food, drinks, etc.)		444				
service charges for work done by other concerns	contract, sub-contract, commission expenses	445				
	legal services	446				
	audit, advertising, accounting, book keeping, architecture, engineering, photocopying	447				
	training, education, coaching	448				
rental payable on fixed assets		451				
total (items 441 to 451)		459				

3.11: educational activities (NIC-08 Div. 85)						
main items consumed		item no.	3 digit product code			value (Rs.)
paper and paper products (other than stationery)		461	5	1	3	
books, journals atlases, maps, newspaper		462	5	1	4	
paper stationeries and consumables, postal articles		463	5	1	2	
spares and accessories of electronic equipments(ink cartridges used in printer, fax etc.)		464	8	3	4	
readymade garments of cotton		465	3	2	1	
misc. textile products: uniforms, linen and laundry materials		466	3	9	9	
sports goods		467	8	4	2	
organic chemicals– e.g., used in laboratory		468	6	2	8	
inorganic chemicals– e.g., used in laboratory		471	6	2	7	
		472				
		473				
other items consumed		474				
hotel& restaurant service charges (room rent, food, drinks, etc.)		475				
total (items 461 to 475)		479				

[3] expenses during the reference period ended on.....					(Rs. in whole number)
3.12: human health, social work and veterinary activities (NIC-08 Div. 75, 86-88)					
(1)	(2)	(3)			(4)
main items consumed	item no.	3 digit product code			value (Rs.)
drugs and medicines : allopathic	481	6	2	2	
drugs and medicines : AYUSH	482	6	2	3	
medical, precision and optical instruments - syringes, intra veins drip sets, plastering materials, etc.	483	8	3	2	
misc. textile products: uniforms, linen and laundry materials	484	3	9	9	
organic chemicals– e.g. used in laboratory, hospital, operation theatre, pathlabs, diagnostic tests	485	6	2	8	
inorganic chemicals– e.g. used in laboratory, hospital, operation theatre, pathlabs, diagnostic tests	486	6	2	7	
	487				
	488				
other items consumed	491				
hotel & restaurant service charges (room rent, food, drinks, etc.)	492				
total (items 481 to 492)	499				

3.13: other personal service activities (NIC-08 Div 96 including special code 96099)					
main items consumed	item no.	3 digit product code			value (Rs.)
miscellaneous metal products (scissors, razors, etc.)	501	7	3	9	
soaps, detergents, glycerin	502	6	2	4	
cosmetics and toiletries	503	6	2	5	
miscellaneous manufacturing products (broom, brush duster, shoe brush, etc.)	504	8	4	9	
	505				
	506				
other items consumed	507				
total (items 501 to 507)	509				

3.14: other activities (NIC-08 Industries 36- 39, 90- 93, 941, 94910, 9499, 95) including special code 94919					
(1)	(2)	(3)			(4)
main items consumed	item no.	3 digit product code			value (Rs.)
miscellaneous manufacturing products (broom, brush duster, shoe brush, etc.)	50A	8	4	9	
books, journals, atlases, maps, newspaper	50B	5	1	4	
sports and athletic goods	50C	8	4	2	
spares and accessories of computer, laptop, tablet PC, etc.	50D	8	3	5	
parts of electronic equipments	50E	8	3	9	
parts of electrical appliances	50F	8	2	6	
	50G				
	50H				
	50I				
other items consumed	50J				
total (items 50A to 50J)	50Z				

[4] other expenses during the reference period ended on.....		(Rs. in whole number)	
(all other expenses not covered under block 3 will be recorded in this block)			
(1)		(2)	(3)
items		item no.	value (Rs.)
electricity charges		511	
fuel and lubricant		512	
raw materials consumed for own construction	of building	513	
	of furniture and fixtures	514	
minor repair and maintenance (including plumbing, sanitary) of	building and fixtures	515	
	plant and machinery	516	
	transport equipment	517	
	information, computer and telecommunication equipment (ICT)	518	
	tools and other fixed assets	521	
rental payable on fixed assets (excluding Intellectual Property Product)		522	
service charges for work done by other concerns	contract, sub-contract, commission expenses	523	
	storage and warehousing charges	524	
	legal services	525	
	audit, advertising, accounting, book keeping, architecture, engineering, photocopying	526	
	computer related services (AMC, etc.)	527	
	Government administrative charges (PF administration, etc.)	528	
	training, education, coaching	531	
	medical services (doctor's fees, etc.)	532	
	rental expenses (e.g., hiring of auditorium, sports ground, etc.)	533	
	washing, cleaning, laundry, photography, etc.	534	
radio and TV broadcasting	535		
total travelling, freight and cartage (transport) expenses by railways, land (bus, truck, car, taxi, auto, etc.), air, water (boat, steamer, ferry through canal, river, sea, etc.), others (packaging, cargo handling, movers & packers, travel agency, etc.)		539	
total communication expenses (telephone, fax, postal, courier, e-mail, etc.)		541	
banking, commission, brokerage (exclude interest payments to banks) charges		542	
Insurance charges paid		543	
other expenses on goods inputs		544	
royalty payable for leasing in Intellectual Property Product		545	
other expenses on services		546	
total (items 511 to 546)		549	

Note 3: Please take care that there is no duplication of entries in similar items in block 3.

[5] receipts during the reference period ended on.....		(Rs. in whole number)			
5.1: manufacturing, non-captive power generation and transmission activities (NIC-08 Div. 10-33, 01632, 35103, 35105, 35106, 35107, 35109,45200,45403)					
(1)		(2)	(3)		(4)
main products and by-products manufactured		item no.	3 digit product code		value (Rs.)
		551			
		552			
		553			
		554			
other products/ by-products		555			
sale value of the goods sold in the same condition as purchased (if entry is present in item 306)		556			
receipts from manufacturing services		557			
sub-total(items 551 to 557)		559			
opening stock of semi-finished goods		561			
closing stock of semi-finished goods		562			
change in stock of semi-finished goods (item 562 –item 561) (put (–) sign in case of negative value)		563			
total (item 559 + item 563)		569			

5.2: trading activity (NIC-08 Div. 45-47) (excluding 45200,45403)					
main commodities sold		item no.	3 digit product code		value (Rs.)
		571			
		572			
		573			
		574			
other commodities sold		575			
sub-total (items 571 to 575)		579			
opening stock of trading goods		581			
closing stock of trading goods		582			
changes in stock of trading goods (item 582– item 581) (put (–) sign in case of negative value)		583			
own account consumption of goods purchased		584			
total (item 579 +item 583+ item 584)		589			

[5] receipts during the reference period ended on.....		(Rs. in whole number)			
5.3: transportation, travel agency and tour operating activities (NIC-08 Groups 492, Div. 50, 79 excluding 49212, 49213)					
(1)		(2)	(3)		(4)
main items		item no	3 digit product code		value (Rs.)
receipts from passenger traffic	land (bus, truck, taxi, auto, etc.)	591			
	water (boat, steamer, ferry, etc.)	592			
receipts from goods traffic	land (bus, truck, taxi, auto, etc.)	593			
	water (boat, steamer, ferry, etc.)	594			
receipts of travel agents/ tour operators from customers for their booking		595			
storage charges received		596			
service charges received for support activities for transportation (packaging, cargo handling, movers & packers)		597			
total (items 591 to 597)		599			

5.4: warehousing and support activities for transportation (NIC-08 Div. 52)						
main items		item no.	3 digit product code			value (Rs.)
storage charges received		601				
service charges received for support activities for transportation (packaging, cargo handling, movers & packers, travel agency, etc.)		602				
porter/coolie charges received		603				
total (items 601 to 603)		609				

5.5: postal and courier activities (NIC-08 Div. 53)						
main items		item no.	3 digit product code			value (Rs.)
charges received from customers for postal and courier activities		611				
total (item 611)		619				

[5] receipts during the reference period ended on.....						(Rs. in whole number)	
5.6: accommodation and food service activities (NIC-08 Div. 55-56)							
(1)		(2)	(3)			(4)	
main items		item no.	3 digit product code			value (Rs.)	
receipts from sale of prepared food, refreshment and drinks		621					
receipts from sale of goods in same condition as purchased	bread and bakery products - biscuit, cake, bread, rusk, pastries, etc.	622	2	4	2		
	dairy products – milk, butter, ghee, ice cream, curd, paneer, etc.	623	2	2	2		
	alcoholic beverages	624	2	5	1		
	non-alcoholic beverages: soft drink, fruit juice, aerated water, bottled water, etc.	625	2	5	2		
		626					
		627					
other items		628					
lodging charges, rent receivable for hiring out rooms and halls for functions, conferences		631					
receipts from transport / travel arrangements services		632					
receipts from laundry services, gym, spa, hair dressing, swimming pool, entertainment		633					
receipts from catering services		634					
own account consumption of goods purchased/ items prepared		635					
total(items 621 to 635)		639					

5.7: information and communication activities (NIC-08 Div. 58-63)					
main items	item no.	3 digit product code			value (Rs.)
charges receivable from customers (STD / ISD fax / internet etc.)	641				
receipts from publishing of books, brochures, atlases, maps , charts, mailing list, directories etc.	642				
receipts from software publishing	643				
receipts from production and post -production activities of video, motion picture, television programmes	644				
receipts from development of customized software, web-page designing, computer consultancy, installation, maintenance, etc.	645				
receipts from data entry, data processing, report writing activities	646				
total(items 641 to 646)	649				

[5] receipts during the reference period ended on..... (Rs. in whole number)					
5.8: financial activities (NIC-08 groups 643, 649, 6612, 6619, 662, 663 including special codes 64193, 64309, 64921 and 64929)					
(1)	(2)	(3)			(4)
main items	item no.	3 digit product code			value (Rs.)
interest receipts	651				
lease income	652				
brokerage and commission	653				
net profit in share dealing, income earned on chit funds, net earnings from hire purchase finance	654				
receipts from financial consultancy activities	655				
total (items 651 to 655)	659				

5.9: real estate, rental and leasing activities (NIC-08 Div. 68, 77, including special codes 68108 and 68109)					
main items	item no.	3 digit product code			value (Rs.)
brokerage and commission charges	661				
rental/lease receipt from operational leasing	662				
receipt from renting and leasing of personal and household goods	663				
sale value of land/flat/building during the last 365 days (only those that were purchased for sale without undertaking any improvement)	664				
total (item 661 to 664)	669				

5.10: business and professional service activities (NIC-08 Div. 69 - 74, 78, 80 – 81 (including 81309), 82)					
main items	item no.	3 digit product code			value (Rs.)
receipts from	consultancy services	671			
	legal services	672			
	audit, advertising, accounting, book keeping, architecture, engineering, photocopying	673			
	training, education, coaching	674			
	photography services	675			
	interior decoration, graphic designing, fashion designing, electrical works, plumbing, etc.	676			
total (items 671 to 676)	679				

[5] receipts during the reference period ended on.....					(Rs. in whole number)	
5.11: educational activities (NIC-08 Div. 85)						
(1)		(2)	(3)			(4)
main items		item no.	3 digit product code			value (Rs.)
receipts from sale of books, journals, dictionary, etc.		681	5	1	4	
		682				
		683				
		684				
receipts from other items sold		685				
receipts for development fund charges, development fee		686				
tuition fees, coaching fees		687				
transport fees, laboratory fees, examination fees, fines, library fee		688				
rental receipts (e.g., letting out of auditorium, sports ground, etc.)		691				
total (items 681 to 691)		699				

5.12: human health, social work and veterinary activities (NIC-08 Div. 75, 86-88)						
(1)		(2)	(3)			(4)
main items		item no.	3 digit product code			value (Rs.)
receipts from sale of	drugs and medicines : allopathic	701	6	2	2	
	drugs and medicines : AYUSH	702	6	2	3	
	prepared food, refreshment and drinks	703				
	non-alcoholic beverages	704	2	5	2	
		705				
other items sold		706				
doctor's consultation fees		707				
charges for operation theatre, and other special procedures		708				
charges for ward, cabin, pathological, radiological and other diagnostic tests, diet, nursing, physiotherapy and rehabilitation, etc.		711				
fees for training (nurses, paraprofessionals, etc.)		712				
total (items 701 to 712)		719				

5.13: other personal service activities (NIC-08 Div. 96 including special code 96099)						
main items		item no.	3 digit product code			value (Rs.)
receipts from sale of goods in same condition as purchased	cosmetics, toiletries	721	6	2	5	
	soaps, detergents and glycerin	722	6	2	4	
	misc. food products (dog food, cat food, etc.)	723	2	4	3	
		724				
		725				
	other items sold	726				
service charges from personal service activities		727				
total (items 721 to 727)		729				

5.14 other activities (NIC-08 Industries 36- 39, 90- 93, 941, 94910, 9499, 95) including special code 94919					
(1)		(2)	(3)		(4)
other activities (NIC-08 Industries 36- 39, 90- 93, 941, 94910, 9499, 95) including special code 94919					
main items		item no	3 digit product code		value (Rs.)
receipts from	water collection, treatment and supply activities	73A			
	sewerage activities	73B			
	waste collection, treatment, disposal, management activities;	73C			
	materials recovery activities	73D			
	creative, arts and entertainment activities	73E			
	libraries, archives, museums and other cultural activities	73F			
	gambling and betting activities	73G			
	sports activities and amusement and recreation activities	73H			
	activities of membership organizations (excl. trade unions and political organizations)	73I			
	repair of computers and peripheral equipments	73J			
	repair of personal and household goods	73K			
	religious activities	73L			
other receipts		73M			
total (items 73A to 73M)		73Z			

[6] other receipts during the reference period ended on.....			(Rs. in whole number)		
(all other receipts of the establishment not covered under block 5 will be recorded in this block.)					
(1)		(2)	(3)		
other receipts		item no.	value (Rs.)		
receipts from services provided to others including commission charges (other than manufacturing services)		731			
receipts from computer and related services		732			
change-in-stock of semi-finished goods (applicable for servicing establishments engaged in software generation, motion picture production, etc.)		733			
receipts from services to international and extra- territorial bodies		734			
royalty receivable for leasing out Intellectual Property Product		735			
other receipts(describe)		736			
value of own construction (including labour charges) of	building	737			
	furniture and fixtures	738			
rental receivable on fixed assets (excluding Intellectual Property Product)		741			
total (item 731 to 741)		749			
grants/ funding/ donations (excluding capital transfers like building grant, etc.) from	individual and non-govt. institutions	751			
	Government	752			
production subsidy/ interest subsidy		753			
capital transfers like building grants/ funding/ donations from	individual and non-govt. institutions	754			
	Government	755			
total (item 751 to item 755)		759			

Note 4: Please take care that there is no duplication of entries in similar items in block 5.

[7.1] calculation of gross value added during the reference period ended on.....(Rs. in whole number) (for market establishments (item 209≠1 and 202b≠70100))		
items	item no.	value (Rs.)
(1)	(2)	(3)
distributive expenses(including toll), if any [@]	761	
taxes on products (such as GST, excise duty, VAT, octroi, etc.) [@]	762	
product subsidy	763	
input tax credit (GST) if any for the products sold during the reference month	764	
total input(to be auto-calculated) : (item 309 – item 306) + item 339 + item 349 + item 359 + item 389 + item 399+ (item 419 – item 407) + (item 439 – item 431) + item 459 + item 479 + item 499 + item 509 + item 50Z+ (item 549 –item 543)	765	
total output (to be auto-calculated): (item 569 – item 306) + (item 589 – item 319) + item 599 + item 609 + item 619 + item 639 + item 649+ item 659 + (item 669 – item 664) + [(item 664 – item 431)/12] + item 679 + item 699 + item 719 + item 729 + item 73Z+ item 749 - item 761 - item 762 + item 763 + item 764	766	
gross value added (item 766 – item 765) (put (–) sign in case of negative value) (to be auto-calculated):	769	
taxes on production (stamp duty, recurrent taxes on land, buildings or other structures, business or professional license fees, permits, entry tax, road tax, registration fee of vehicles, PUC certificate fees, etc.)	771	

[@] if included in the receipt figures.

[8] employment particulars of the establishment during the reference period ended on.....								
type of worker	item no.	average number of workers						total (col. 3 to 8)
		full time			part time			
		male	female	transgender	male	female	transgender	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
working owner	781							
formal hired worker	782							
informal hired worker	783							
unpaid family member	784							
other workers (including helper/ apprentice/ intern, etc.)	785							
total (items 781 to 786)	789							
person working voluntarily without remuneration	791							
persons employed through contractors	792							
active members of SHGs	793							

[9] compensation to workers during the reference period ended on..... (Rs. in whole number)			
type of emoluments (1)	item no. (2)		value (Rs.) (3)
salary / wages, house rent allowances, transport allowance, bonus and other individual benefits directly payable to the worker (cash & kind)	working owner	901	
	formal hired worker	902	
	informal hired worker	903	
	sub-total (items 901 to 903)	909	
contribution to insurance, provident fund and other social security schemes*	working owner	911	
	formal hired worker	912	
	sub-total (items 911 to 912)	919	
employer's contribution to canteen, health clinic, child care centre, etc. *		929	
total emoluments (item 909 + item 919 + item 929)		939	

* *average for a month* if the information is collected orally and total for the accounting year if the information is collected from audited books of accounts.

[7.2] calculation of net value added during the reference period ended on..... (Rs. in whole number) (for non-market establishments (item 209=1 or 202b=70100))		
items (1)	item no. (2)	value (Rs.) (3)
total emoluments (to be auto-populated) (item 939,col.3)	772	
total input(to be auto-calculated)*: (item 309 – item 306) + item 339 + item 349 + item 359 + item 389 + item 399+ (item 419 – item 407) + (item 439 – item 431) + item 459 + item 479 + item 499 + item 509 + item 50Z+ (item 549 –item 543)	773	
total output(to be auto-calculated): (item 772+item 773)	774	
net value added (item 774 – item 773) (put (–) sign in case of negative value)	779	

[10] land and fixed assets owned and hired as on the last date of reference period and rent/rental payable on hired assets for the reference period (Rs. in whole number)					
type of asset	item no.	market value of assets (Rs.) as on the last date of reference period		*net additions to owned assets during last 365 days / last year (Rs.)	rent/ rental payable on hired assets for the reference period (Rs.)
		Owned	hired		
(1)	(2)	(3)	(4)	(5)	(6)
land	1001				
building	1002				
plant and machinery	1003				
transport equipment	1004				
furniture & fixtures	1005				
software and database	1006				
information, computer and telecommunications equipment	1007				
tools and other fixed assets	1008				
capital work in progress	1011				
total (items 1002 to 1011)	1019				

* net addition can either be positive or negative.

[11] loan outstanding as on last date of the reference period (Rs. in whole number)			
source of loan	item no.	amount outstanding as on last date of the reference period (Rs.)	interest payable for the reference period (Rs.)
(1)	(2)	(3)	(4)
central and state level term lending institutions	1101		
government (central, state, local bodies) scheme	1102		
commercial banks	1103		
co-operative banks and societies	1104		
micro-finance institutions/ SHG	1105		
other institutional agencies	1106		
money lenders	1107		
business partner(s)	1108		
suppliers / contractors	1111		
friends and relatives	1112		
Others	1113		
total (1101 to 1113)	1119		

[11.1] amount of loan advanced by financial establishment (excluding stock broker/ sub-broker) (Rs. in whole number)			
Items	item no.	amount (Rs.)	
(1)	(2)	(3)	
if 'yes' in item 258, the amount of loan advanced by the establishment as on last date of reference period	Households	1121	
	Others	1122	
total (item 1121 + item 1122)		1129	

[12] inventories on the last date of the reference period (Rs. in whole number)		
items	item no.	closing (Rs.)
(1)	(2)	(3)
raw materials & components and packing materials	1201	
fuels & lubricants	1202	
spares, stores & others	1203	
sub-total (item 1201 to 1203)	1204	
semi-finished goods/ work in progress	1205	
finished goods	1206	
goods for re-sale	1207	
total (items 1204 to 1207)	1209	

[13] particulars of use of information and communication technology (ICT) by the establishment (if entry in item 222 or item 223 is '1')		
main items	item no.	(yes-1, no-2)
(1)	(2)	(3)
does the establishment have a web presence as on the date of survey?	1301	
does the establishment have an intranet as on the date of survey?	1302	
did the establishment receive orders for goods or services (that is, make sales) via the Internet during reference period of last 365 days?	1303	
did the establishment place orders for goods or services (that is, make purchases) via the Internet during reference period of last 365 days?	1304	
how did the establishment connect to the Internet during reference period of last 365 days?		
Narrowband	1305	
fixed broadband	1306	
mobile broadband	1307	
does the establishment have a local area network (LAN) as on the date of survey?	1308	
does the establishment have an extranet as on the date of survey?	1309	
for which of the following activities did the establishment use the Internet during reference period of last 365 days?		
sending and receiving e-mail	1311	
telephoning over the Internet/VoIP, including video conferencing	1312	
getting information about goods and services	1313	
getting information from general government organizations	1314	
interacting with general government organizations	1315	
internet banking	1316	
accessing other financial services	1317	
providing customer services	1318	
delivering products online	1319	
internal or external recruitment	1321	
staff training	1322	
are you willing to participate in a monthly survey?	1323	
can you supply information by email/ portal?	1324	
		number
average number of persons employed who routinely used computers during reference period of last 365 days.	1325	
average number of persons employed who routinely used the Internet at work during reference period of last 365 days.	1326	

item no.	explanatory notes
1301	A web presence includes a website, home page or presence on another entity's website (including a related business). It excludes inclusion in an on-line directory of any other web-pages where the business does not have control over the content of the page.
1302	An intranet refers to an internal communications network using Internet protocols and allowing communication within an organization (and with other authorized persons). It is typically set up behind a firewall to control access.
1303	Orders received include orders received via the Internet whether or not payment was made online. They include orders received via websites, specialized Internet marketplaces, extranets, EDI over the Internet, Internet-enabled mobile phones and email. They also include orders received on behalf of other organizations – and orders received by other organizations on behalf of the business. They exclude orders that were cancelled or not completed.
1304	Orders placed include orders placed via the Internet whether or not payment was made online. They include orders placed via websites, specialized Internet marketplaces, extranets, EDI over the Internet, Internet-enabled mobile phones and email. They exclude orders that were cancelled or not completed.
1305	Narrowband includes analogue modem (dial-up via standard phone line), Integrated Services Digital Network (ISDN), Digital Subscriber Line (DSL) at speeds below 256 kbit/s, and mobile phone and other forms of access with an advertised download speed of less than 256 kbit/s. Narrowband mobile phone access services include CDMA 1x (Release 0), GPRS, WAP and imode
1306	Fixed broadband refers to technologies such as DSL, at speeds of at least 256 kbit/s, cable modem, high speed leased lines, fibre-to-the-home, powerline, satellite, fixed wireless, Wireless Local Area Network (WLAN) and WiMAX.
1307	Mobile broadband access services include Wideband CDMA (W-CDMA), known as Universal
	Mobile Telecommunications System (UMTS) in Europe; High-speed Downlink Packet Access (HSDPA), complemented by High-Speed Uplink Packet Access (HSUPA); CDMA2000 1xEV-DO and DCMA 2000 1xEV-DV. Access can be via any device (mobile cellular phone, laptop, PDA, etc.
1308	A LAN refers to a network connecting computers within a localized area such as a single building, department or site; it may be wireless.
1309	An extranet is a closed network that uses Internet protocols to share securely a business' information with suppliers, vendors, customers or other business partners. It can take the form of a secure extension of an intranet that allows external users to access some parts of it. It can also be a private part of the business' website, where business partners can navigate after authentication.
1312	VoIP refers to Voice over Internet Protocol
1315	Includes downloading/requesting forms online, making online payments and purchasing from, or selling to, government organizations. It excludes getting information from government organizations.
1316	Includes electronic transactions with a bank for payment, transfers, etc. or for looking up account information.
1317	Includes electronic transactions via the Internet for other types of financial services such as purchasing shares (stocks), financial services and insurance.
1318	Includes providing online or emailed product catalogues or price lists, product specification or configuration online, after-sales support, and order tracking online.
1319	Refers to products delivered over the Internet in digitized form, e.g. reports, software, music, videos, computer games; and online services, such as computer-related services, information services, travel bookings or financial services.
1321	Including providing information about vacancies on an intranet or website, and allowing online applications
1322	Includes e-learning applications available on an intranet or from the World Wide Web.

[14] calculation of net surplus during the reference period ended on(Rs. in whole number) (for market establishments (item 209#1 and 202b#70100))

Items	item no.	amount (Rs.)
(1)	(2)	(3)
income of the establishment from the entrepreneurial activity(ies) (excluding all kind agricultural income)	1401	
net surplus (to be auto-calculated) (item 769,col.3 - item 939,col.3 - item 1001,col.6 – item 1119,col. 4)	1402	
percentage difference (to be auto-calculated) ((item 1402-itm 1401)/item 1401)*100 (upto 2 decimal places)	1403	

* item 1401 and 1402 should be very close to each other. In case large deviation (say, more than 20% in either side), the matter must be probed and substantive justification may be provided in the remarks in case of confirmation.

[15] particulars of field operations										
srl. no.	items	Junior Statistical Officer (JSO)/Field Investigator (FI)				Senior Statistical Officer (SSO)/Field Officer (FO)				
(1)	(2)	(3)				(4)				
1501	(i) name (block letters)									
	(ii) code									
	(iii) signature									
1502	(i) name (block letters)									
	(ii) code									
	(iii) signature									
	date(s) of:	DD	MM	YY	DD	MM	YY			
1503	(i) survey/ inspection									
1504	(ii) receipt									
1505	(iii) scrutiny									
1506	(iv) dispatch									
1507	number of additional sheet(s) attached									
1508	total time taken to canvass the schedule by the team of investigators (JSO/FI) (in minutes) [no decimal point]									
1509	number of investigators (JSO/FI) in the team who canvassed the schedule									

[16] remarks by investigators (JSO/FI)

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[17] comments by supervisory officer(s)

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