

**Report of High Level Expert Committee
on
Basic Statistics for Local Level Development**



**Government of India
Ministry of Statistics and Programme Implementation
Social Statistics Division
Central Statistical Organisation**

July 2006

CONTENTS

	Executive Summary	1-3
Chapter 1	Background to the Constitution of the Committee on Basic Statistics for Local Level Development	4-7
Chapter 2	Pilot Studies	8-17
Chapter 3	Data Requirements and Frequency of Data Collection	18-19
Chapter 4	Institutional Mechanism for Collection and Maintenance of Data	20-29
Chapter 5	Conclusions and Recommendations	30-31
Annexure		
I	Constitution of Committee on Basic Statistics for Local Level Development under chairmanship of Dr. S.P. Gupta	A1-A3
II	Extension of the tenure of Committee on Basic Statistics for Local Level Development up to June 2004	A4-A6
III	Extension of the tenure of Committee on Basic Statistics for Local Level Development up to June 2005	A7-A9
IV	Extension of the tenure of Committee on Basic Statistics for Local Level Development up to December 2005	A10-A13
V	Extension of the tenure of Committee on Basic Statistics for Local Level Development up to June 2006	A14-A16
VI	Constitution of the Sub-group I on Basic Statistics for Local Level Development	A17-A18
VII	Constitution of the Sub-group II on Basic Statistics for Local Level Development	A19-A20
VIII	Report of Sub-group I	A21-A24
IX	Report of Sub-group II	A25-A36
X	Comments on revised schedule on local level development statistics	A37-A42
XI	Revised village schedule	A43-A55

List of Acronyms

LLD	Local Level Development
OMR	Optical Marker Recognition
ANM	Auxiliary Nurse Midwives
DES	Directorate of Economics and Statistics
NIC	National Informatics Centre
DISNIC	District National Informatics Centre
COCSSO	Conference of Central and State Statistical Organisation
CSO	Central Statistical Organisation
NSSO	National Sample Survey Organisation
MTP	Medical Termination of Pregnancy
PHC	Primary Health Centre
ICDS	Integrated Child Development Scheme
C.D.Block	Community Development Block
CDPO	Child Development Project Officer
JPHN	Junior Public Health Nurse
SHGs	Self Help Groups
CHC	Community Health Centre
CEO	Chief Executive Officer
DRDA	District Rural Development Authority
BDO	Block Development Officer
ESA	Economic and Statistical Adviser
MPLAD	Member of Parliament Local Area Development
DDPO	District Development Panchayat Officer

Executive Summary

1. The decentralisation initiated by the 73rd and 74th amendments of the Indian Constitution has given greater responsibilities and powers to the Panchayats and Nagar Palikas as the third tier of governance offering a new era of opportunity for local planning, effective implementation and monitoring of various social and economic development programmes in the country. The National Statistical System should assist the various developmental agencies in this challenging endeavour.

2. A High Power Expert Committee under the chairmanship of Dr. S.P. Gupta, Member Planning Commission was constituted on 20th December 2002 to look into all aspects related to development of basic statistics for local level development. Subsequently Prof. Abhijit Sen, Member, Planning Commission was appointed as Chairman of the committee. A number of meetings of these committees were held to deliberate upon various issues at different stages. In order to conduct the pilot studies, a Schedule of Enquiry as well as an Instruction Manual for the field staff was finalized after discussions in the meetings of the said Committee. The Committee originally decided to conduct the pilot studies in six states viz., Haryana, Gujarat, Karnataka, Kerala, Meghalaya and West Bengal. However, in the later stage three more states viz. Bihar, Tamil Nadu and Tripura were also included for the study. Thus in all, the pilot studies were organized in nine states.

3. Two sub-groups of the Expert Committee looked into data requirements, frequency of collection of data and redesigning of village schedule, institutional mechanism aspects i.e. linkages between different levels of Government with close interaction of States.

4. Based on the experiences of the pilot studies, the reports of the two sub-groups and the final meeting of the committee, the following recommendations are made for implementation:

(i) The Gram Panchayat should consolidate, maintain and own village level data.

(ii) The village level information may be collected uniformly by using the Village Schedule (Annexure XI). The following sets of data can be collected using this schedule:

(a) Availability of basic facilities in the village. Information on Assets available in the village viz. number of factories, business establishments, bridges, declared forest area, orchards, roads etc.

(b) Distance of the village from nearest facilities.

-
- (c) Demographic status of villagers, including population, births, deaths, morbidity, migration, marriages etc.
 - (d) Educational status of the villagers.
 - (e) Land utilisation statistics.
 - (f) Data on livestock and poultry.
 - (g) Number of market outlets.
 - (h) Employment status of the villagers.
- (iii) There will be periodic datasets which may be collected once in a year (may be in the month of April). These include data on population (both for age group and social group), total number of households, number of households headed by women, number of households below poverty line, data on morbidity and disability, number of literate persons, data on enrolment and drop out, land utilisation in the village, number of market outlets etc.
- (iv) Some datasets will be dynamic in nature and may be collected every month of the year. These include number of live births, still births and deaths, number of deaths of women, number of pregnant women, data on migration, total number of outdoor and indoor patients and their details, total number of marriages, number of street children, sex workers, beggars', incidence of violence against women, number of small-scale enterprises and workers therein etc.
- (v) The District Census Handbook contains almost all-basic indicators at village level, which can be used for local level planning. Since the Census data is available on decennial basis, there is a need to update the village level data on regular intervals. The State governments have to update the census information on annual basis so that year-wise information on all the basic parameters of village is available for local level planning. It is required to expedite availability of data at district and sub-district levels so that their validity does not diminish over time and they can be used for analysis and local level planning.
- (vi) The village level data compilation will commence from the first year of the Eleventh Five Year Plan and the same will be firmed up after validation from the concerned source agencies.
- (vii) The village level registers should also be developed and maintained through compilation of village level statistics to have a continuous flow of data.
- (viii) The village panchayat will take the basic responsibility of maintaining proper registers at their level.
-

(ix) With regard to upward movement of village level data for aggregation and computerisation, there is no need to move all village level data upward at various levels like panchayat, block, district etc. Only those data will be moved upward which are required for planning at different levels .

(x) At present Directorate of Economics & Statistics (DES) do not have any involvement in local level statistics. Directorate of Economics and Statistics in respective states should play an important role in ensuring statistical quality and standards by providing the necessary guidelines and training to Panchayat staff in the consolidation and maintenance of local level statistics. This work has to be done by the District Statistical Offices which should be strengthened and empowered.

(xi) The Central Statistical Organisation, being an apex body should impart necessary trainings to DES and DES should arrange random checking of the quality of statistics maintained by Gram Panchayats.

(xii) The compilation of village level statistics at the Gram Panchayat level being an annual work, no additional staff would be employed for this purpose. The existing staff, particularly the Panchayat Secretary in coordination with Anganwari Workers, ANMs and Revenue Officials will take up this work. A sum of Rs 2000/- per Gram Panchayat would be required for compilation of village level statistics which include Rs 1500/- as honorarium and Rs 500/- for cost of training, quality checking and computerisation. As there are 2.35 lakhs Gram Panchayats, the estimated annual budget requirement would be around Rs 50 crores. Efforts may be made to get adequate funds for compilation of village level statistics.

(xiii) A steering Committee be set up under the chairmanship of DG (CSO) involving Ministry of Panchayati Raj, Health, Education, and Registrar General of India at the Centre and corresponding Ministries/Departments of the State Governments to look into the operation of compilation of village level statistics and data contents. There is need to set data priorities. The Steering Committee may look into this after the data collection in the first year.

CHAPTER ONE

Background to the Constitution of the Committee on Basic Statistics for Local Level Development

1.1 The on going decentralisation process initiated by the 73rd and 74th amendments of the Indian Constitution which gives greater responsibilities and powers to the Panchayats and Nagar Palikas as the third tier of governance offers a new era of opportunity for local planning, effective implementation and monitoring of various social and economic development programmes in the country. This will in turn help the weaker section of the society to share the responsibility of governance at least at the lower level. The National Statistical System should assist the various developmental agencies in this challenging endeavour. The recent advances in communication technology in compilation, storage, transmission and analysis of statistical data should be fully exploited in the proper understanding of the conditions at local level and programmes for social upliftment, health care facilities, educational opportunity and general development should be appropriately designed, implemented and monitored.

1.2 The data requirements for planning, monitoring and evaluation of social and economic development programmes could be categorised into two broad groups. First category consists of those variables on which data are to be collected and compiled with a specified periodicity (viz., monthly, quarterly or annually) from every individual or from each household or from an area on a cent percent basis. Compilation of data on births, deaths, marriages, epidemic diseases, etc. falls in this category. Second category consists of the set of data on variables on which more detailed information is required at relatively macro level, which could be obtained through well-planned sample surveys. Statistical System from the block level and upwards should be developed for the first category of data collection, compilation and analysis.

1.3 The efforts to develop databases required for planning and decision-making at lower than the State level, were initiated quite some time back with the Planning Commission setting up a "Working Group on Districts planning" under the Chairmanship of Prof. C.H. Hanumantha Rao, the then Member, Planning Commission in September, 1982. The Working Group in its report highlighted the need to identify the minimum information and data required for planning and decision-making at the district level and also provided an illustrative list of data/information useful for district planning. However, it was found that though a lot of data are collected, processed and published for the country as a whole or for individual states, not much disaggregation of the data for sub-state level is done. In this context, the Planning Commission had convened a meeting of State Planning Secretaries in 1988 to discuss this and other issues connected with district planning. After discussions, it was decided to set up a Study Group on Information Gap, which would identify the information gap and recommend suitable procedures for collection, compilation, processing, storage, retrieval etc. of the required information including its periodic updating. As per the recommendations of the Study Group on Information Gap, the Planning Commission set up a committee under the Chairmanship of Shri S. Sundarajan, Development Commissioner and Special Secretary Planning, Government of Orissa in 1998 to examine in depth the

information required for planning purposes at different levels, status of availability of requisite information, identification of information gap and the information format that can be developed. In pursuance of the recommendations of the Working Group on preparation of a manual on regional level statistics constituted by the Department of Statistics in 1977, many state Directorates of Economics and Statistics (DES) have been collecting village level statistics under 'village Index Card Scheme'. In 1986, the Planning Commission had issued certain guidelines to the state Governments for collection of information on village level development indicators in a particular format. The National Informatic Centre (NIC) which was a part of the Planning Commission, had been making efforts to have an integrated information system required for district level planning and monitoring of plan programmes through their computer network under the DISNIC-DISPLAN. The Planning Commission issued a format "Database on Village Level Indicators" in February 1987. In September 1989, Planning Commission requested the State Governments to collect data at the village, block and district levels in prescribed, pre-coded schedule covering a very wide range of items. These data were to be fed into the NICNET (DISNIC) for storage and retrieval on a regular basis. Unfortunately, there were problems in collecting information on certain items of information provided in the DISNIC schedule. The whole exercise did not also consider in detail the organisational framework and training facilities for local level statistical functionaries, who would coordinate and maintain this data system. Based on the replies received from a number of states, specific items of information in the three proformae, collection of which was posing difficulties, were identified. A meeting of the officers of the then Department of Statistics, Planning Commission, National Informatics Centre and some State DES was held in 1991. After detailed discussions, it was decided that a small group headed by Secretary, Department of Statistics may go into the details of the contents, coverage, definitions and concepts of various item of DISNIC proformae. Afterwards it was felt by the group that there would be divergence between the requirements of information and its availability with reasonable assurance of quality. It was felt that if no change is possible in the proforma steps should be taken to undertake systematic surveys over a period of time to acquire reliable data in respect of some of the items identified.

1.4 The issue of development of local level databases was also discussed in the 9th Conference of Central and State Statistical Organisations (COCSSO) and the States pointed out the difficulties in the collection of the information in these prescribed proformae due to lack of proper guidelines and explanatory notes regarding concepts and definitions. Based on discussions in the COCSSO, CSO took up the matter with the Planning Commission and a small group headed by Secretary, Department of Statistics was asked to go into the details of the contents, coverage, definitions and concepts of various items in the DISNIC proforma e. This Group made recommendations on the conceptual and organisational tasks involved in the construction of small area statistics as well as the currently feasible scope of information coverage under this system. The then Department of Statistics constituted again an Expert Committee on Small Area Statistics in 1996 to analyse the data implications of 73rd and 74th Amendments and capability of the existing system to cope with the emerging requirements. The Committee submitted its report in April 1997 and made useful suggestions on the collection and compilation of village level/urban municipality's level information, which could be computerised by National Informatics Centre (NIC) and transmitted from districts to State and National levels. The committee recommended the use of both the techniques - complete enumeration as well as large-scale sample surveys supplemented by additional information for generation of small area statistics. It was also recommended that a permanent database should be maintained for some data set, which would be updated annually. The CSO should in consultation with all the states prepare a core list of indicators and the State

Statistical Directorates may similarly prepare a core list at the state level. The committee strongly recommended that the Ministry of Statistics should immediately sponsor a study on a national scale involving National Sample Survey Organisation, a few selected State Statistical Directorates, research institutes and universities to study the techniques for obtaining the small area statistics from large-scale sample surveys combined with supplementary information from other sources.

1.5 Taking into consideration the importance of "small area" statistics, the National Statistical Commission sponsored a study to examine the feasibility of using small area estimation techniques for estimating socio-economic variables at the district levels conducted by Indian Statistical Institute, Kolkata in collaboration with National Sample Survey Organisation. The study used the data collected through the population census and that of 51st-54th Rounds of NSSO's large-scale sample surveys. The study conducted in a limited period has suggested the usefulness of such methods in developing small area estimates of socio-economic variables. The study has also suggested establishment of a permanent research cell within the Ministry of Statistics to carry out research in exploration of appropriate procedures for 'small area' estimation.

1.6 It is felt that various Working Groups, Study Groups and Committees constituted on the subject have already done a large amount of work in the past two decades. However, implementation of these recommendations has not been taken seriously as a result of which even today no standardised system exists for development of local level databases in the country and their aggregation at the Block/District/State/National levels. These studies have in the past gone into the details of data items to be collected at the local levels. A set of core variables/indicators on which statistical data should be compiled and aggregated at appropriate levels, analysed and published at regular intervals of time, needs to be identified at the outset. It is also felt that in order to develop a system of collection and compilation of data on core variables/indicators and their aggregation at appropriate levels, combined efforts of the agencies in the Central Government (Planning Commission, Home Affairs, Health & Family Welfare, Rural Development, Urban Development and Statistics), State Governments (Administrative Wings, Planning Departments and Directorates of Economics and Statistics, Local Affairs Departments) and Local Bodies are needed. In this context, the National Statistical Commission had recommended that a Committee of Experts comprising representatives from the concerned agencies might be constituted to review the efforts already made in the past by various Groups and Committees and suggest a minimum list of variables on which data need to be collected at the local level for rural and urban areas. The Committee should suggest a comprehensive scheme for collection of data in pre-designed formats, with periodic updation, aggregation at higher administrative level (Block/District/State/National) for each variable, agencies responsible for collection, compilation and aggregation, and transmission of information from Blocks downwards to Panchayats/Local bodies and upwards to District/State/ National levels.

1.7 In keeping with the recommendation of the Rangarajan Commission, the Ministry of Statistics and Programme Implementation constituted a committee on 'Basic Statistics for Local Level Development' under the chairmanship of Dr. S.P.Gupta, Member, Planning Commission. The committee constituted on 20th December 2002 had members representing various Ministries/Departments/Organisations of the government of India, State Governments and Divisions.

1.8 With the reconstitution of planning commission in June 2004, the committee was headed by the present chairman Prof. Abhijit Sen, Member, Planning Commission. Three non-official members representing social workers, youth leaders and journalists had also been included in the committee.

1.9 In pursuance of the recommendations of the re-constituted committee, two sub-groups, one headed by Dr.(Mrs.) Rohini Nayyar, the then Senior Consultant, Planning Commission and the other headed by Dr, G.Raveendran, the then Additional Director General, Central Statistical Organisation, had been constituted mainly to look into the data requirement, frequency of collection of data, redesigning of village schedule, institutional mechanism and related aspects including the linkages between different levels of governments in the state.

1.10 The constitution of the High Level Expert Committee, the Sub-groups and the reports of the subgroups are annexed.

CHAPTER TWO

Pilot Studies

2.1 A pilot study was conducted in rural areas of some selected states, to test a format containing a minimum number of selected variables on which the data would be collected, compiled, aggregated, and transmitted from Blocks downwards to Panchayats/Local bodies and upwards to District/State/ National levels. In order to conduct the pilot studies, a Schedule of Enquiry as well as an Instruction Manual for the field staff was finalized after discussions in the meetings of the committee. In all, the pilot studies were organized in eight states. The High Power Expert Committee originally decided to conduct the pilot studies in six states viz., Haryana, Gujrat, Karnataka, Kerala, Meghalaya and West Bengal. However, later on two more states, namely, Bihar and Tamilnadu were also included for the study. Finally Tripura was included in the month of October, 2004

Methodology, Scope and Coverage

2.2 For the pilot study, from selected states two districts were chosen. Within each of the selected districts, two blocks / taluks were selected. In all the selected states except for West Bengal, Kerala and Tamil Nadu, ten villages / gram panchayats from each selected block / taluk were selected for the study. So the pilot study in these states was conducted in 40 village / gram panchayats. However, in West Bengal, Kerala and Tamil Nadu, slightly different methodologies were used. The districts were purposively selected in such a way that they represented both relatively technologically advanced districts and those that were not so advanced. Same criteria had been applied for selection of blocks as well.

2.3 In West Bengal, from each of the two selected blocks in each of the two selected districts, four gram panchayats were selected and three villages were taken from each selected gram panchayat. Thus, in West Bengal, 24 villages, taking 12 from each selected block, were selected in each of the two districts, resulting in 48 villages in all covered for the pilot study.

2.4 For the pilot study in Kerala, two panchayats were chosen in each of the two selected districts. Within each selected panchayats, all the wards were covered for the study, resulting in selection of 47 wards in all for the study.

2.5 In Tamil Nadu, two districts were chosen and one block was selected randomly from each of the two districts. All the gram panchayats and their villages within each selected block were covered for the pilot study.

2.6 In a nutshell, the following table gives the coverage of the pilot study in all the states along with the duration of the survey:

Table 2.1: Coverage and duration of the pilot study in all the states

Sl.No	States	District	Block/ Taluk	Villages	Duration of the survey
1	Karnataka	2	4	40	6 months
2	Gujarat	2	4	40	6 months
3	Haryana	2	4	40	6 months
4	Meghalaya	4	4	40	6 months
5	West Bengal	2	4	48	6 months
6	Kerala	2	4 (Panchayaths)	47 Wards (All wards of selected Panchayaths)	5 months
7	Tamilnadu	2	2	(All villages in selected blocks)	3 months
8	Bihar	2	4	40	3 months
9	Tripura	2	4	40	3 months

2.7 To look at the financial aspect, the following table gives the state-wise expenditure incurred to conduct the pilot studies:

Table 2.2: Expenditure incurred to conduct the pilot studies by states

Sl No.	State	Amount
1	Gujarat	200000
2	Karnataka	220000
3	West Bengal	213400
4	Meghalaya	235400
5	Haryana	220000
6	Kerala	180000
7	Bihar	127000
8	Tamil Nadu	151000
9	Tripura	195000
10	Total	1741800

Training and Field Operation

Training:

2.8 In order to familiarize the concerned State Government Department about the importance and objectives of the study, the Schedule of Enquiry prepared for data collection and the Instruction Manual, elaborate training programmes were organized for the officers involved in the pilot study as well as the field staff entrusted with the responsibility of actual

field work in different concerned states. A brief statement about various training programmes organized is given in the following table:

Table 2.3: Training programmes organised in States

States	Duration of the Training Programme	
	Classroom Session	Field Testing
Karnataka	13.2.2003	14.2.2003
Gujarat	20.2.2003	21.2.2003
West Bengal	9.4.2003	10.4.2003
Meghalaya	25.7.03	26.7.03
Haryana	6.8.2003	7.8.2003
Kerala	1.9.2003	2.9.2003
Bihar	5.11.2003	6.11.2003
Tamilnadu	5.12.2003	6.12.2003
Tripura	18.09.04	18.09.04

2.9 In all the training programmes, (except Tripura where training programmes had to be reduced to one day due to very bad weather) on the first day, a detailed classroom session was organized in which the officers from CSO explained the objectives and purpose of the study. Afterward, various items of the Schedule were explained in detail, one-by-one, elaborating on the concepts and definition and possible sources of information. On the second day of the training, a field visit was organized to pre-test the Schedule. For this purpose, separate groups of participants were formed which were entrusted the responsibility of collecting information on different blocks of the schedule. Afterwards, back in the training hall, all the filled-in schedules were examined and the discrepancies/ errors were explained to the concerned group. Moreover, the doubts and queries raised by the field staff on the basis of their experiences were also discussed and clarified. Overall, the approach of the field staff towards this pilot study was found to be extremely positive and they showed a great deal of understanding on the importance of this study and expressed interest and enthusiasm towards its successful completion.

Field Operation

2.10 The Primary Investigators of the State Directorates of Economic and Statistics were engaged in the data collection. Further, in each block, the field operations were supervised by the Block Statistical Officers and at the district level; the respective District Statistical Officers were actively involved for the supervision.

Fieldwork had been started in different phases and for different periods. The following table gives the state-wise duration of the fieldwork:

Table 2.4: Duration of field work in each studied States

States	Duration of the Field Work
Karnataka	July – December, 2003
Gujarat	July – December, 2003
West Bengal	July – December, 2003
Meghalaya	July – December, 2003
Haryana	August – December, 2003
Kerala	September – November, 2003
Bihar	December, 2003 – February, 2004
Tamilnadu	January – March, 2004
Tripura	November, 04- January, 2005

2.11 The actual survey started after the field training in the concerned state. Data were collected for the previous month of the actual field visit and the annual data were collected in the first month itself. For example, in Haryana, the data had been collected for six months from July – December 2003, the data for July 2003 collected in August 2003. Similarly, in Kerala, the monthly data on items concerned for the months of July and August and annual data as on July, was collected in the month of September 2003.

State-wise Experiences on Collection of Data

Karnataka

2.12 During the training programme organized here, it was found that a lot of information was available from the registers of the Gram Panchayat, Anganwadi worker, ANM etc. On the whole, it was found to be practicable and implementable to collect the data on the indicators included in the schedule. It was also found that the information on the workers in unorganised sector could only be collected from the knowledgeable persons in the village, since there is no regular register for maintaining such information and as such one cannot ascertain about the accuracy of this dataset. However, through collection of such data over months, it may be possible to validate it. For this particular indicator, the instruction was given that the number of small-scale enterprises and workers therein is to be given for the specific category of enterprises after personally visiting each and every enterprise.

Gujarat

2.13 The following observations about the type of data availability were made:

- monthly population data was not available but annual data would be available with high precision from Anganwadi record. They had household data as on January of the year. Special compilation was required for generating age-specific data.
- In respect of primary school data, Gujarat has different system. Primary stands for 1-7th class and secondary stands for 8-10th class.
- It would be difficult to get annual live stock population since there was no such system to provide this information
- Regarding 'infrastructure facilities', Rural Development and Panchayat Department has already compiled this information for all the villages in the state. However, it is not being updated on a regular basis.

2.14 The following observations have been made in the state-specific report about the data availability:

- the village level records are not being updated regularly
- age-group wise distribution of village population is not available
- distribution of village population by social groups other than SC and ST is not available
- the cases of medical termination of pregnancy (MTP) are not reported officially. Hence, month wise data are not available
- literate population (7 years and above) by social groups is not available
- the distribution of migrated population by age-group and sex is not available
- the cross check of the information made available through a knowledgeable person is not possible. Hence, the reliability of the information can not be assured. This mainly include the information on sex workers, drug addicts, marriages below 15 years and between 15 to 18 years.

Kerala

2.15 Anganwadi workers in Kerala do maintain a complete record of the households within their jurisdiction including household size, births and deaths etc. Each Anganwadi worker has to cover about 100 households and they are expected to visit each household at least once in three months. Thus information being maintained by these workers is highly reliable.

2.16 Information on health and family welfare have been drawn out from the public health centres and sub centers existing in the village. As a result, the data do not reflect the morbidity of the people living in the village as many of them do not go the PHC and Sub-Centers and get treated from hospitals. Similar is the case in Karnataka as well. For marriages, the information is not available by age group and it may not be necessary to collect this data by age groups.

2.17 Regarding information on education, the source of information was village schools. Thus if there is no school in the village, there is no data for enrollment / dropouts. The information would be useful only if the same is collected on the basis of household approach.

It is possible in the case of Kerala as the Anganwadi workers are maintaining the information. Information on land utilization is difficult to get here as there is no system of girdawari in the state.

Haryana

2.18 It was noteworthy regarding training programme in Haryana that Anganwadi workers maintained very detailed information on all social events of the village, including migration, and also maintained monthly population of the village according to sex but not according to social groups or age groups.

West Bengal

2.19 From the ICDS Mother and Child Nutrition Registers maintained there, a good amount of information on Demographic and Health & Family Welfare indicators could be gathered. It was felt by the group that the Anganwadi workers could be a potential source of a great deal of information as they have frequent access to each and every household.

2.20 In the interim report on pilot study on Basic Statistics on LLD in Udaynarayan Block and Sankrail Block of Howrah district it is observed the response pattern for all the resources are not satisfactory. It is to be mentioned that the item wise information cannot be collected from Patwari (land records). The standard of Maintenance of records, figures etc, in the Gram Panchayats are very poor. The data are not preserved maintaining the statistical system. Same observation is for industry and business records

Meghalaya

2.21 Following are some of the important comments made in the report of the pilot study of Meghalaya:

- a. The village durbar should perhaps be encouraged, empowered and entrusted with the records and maintenance of the demographic particulars pertaining to their respective villages.
- b. The information collected from the Anganwadi workers/centres is reliable. However, the same cannot be said on those villages where no such centres or workers exist.
- c. No death in the village will go without the knowledge of the local headman/durbar. Therefore, such information particularly in Meghalaya may perhaps be entrusted with the local headman to maintain proper records and data of which later collected by the health assistants.
- d. Migration being an important indicator, steps should be taken to evolve a system to record and maintain such information at all the village level regularly. The village durbar perhaps be a better institute for maintenance of such information.
- e. Regarding disabled persons, no records have been maintained at the village level.

-
- f. Similarly for information on family planning methods, there are no proper records being maintained at the village level for this.
 - g. The information pertaining to different aspects of education have to be properly set up at village level so that the vital records and information pertaining to education could be easily accessible. In most of the villages where schools are not available the responsibility could be given to the Headman to maintain such vital information.
 - h. Local village authorities should perhaps be entrusted with the proper collection of records of data and information pertaining to infrastructure facilities in the village and other village amenities.
 - i. Village institutions should be entrusted to collect information on Industries/ business and Marketing Outlets etc.
 - j. Most of the demographic information and specially information pertaining to women and children are available mainly through the Aganwadi centres. Thus, such centres should be actively involved for the transmission of certain vital information.
 - k. The health centres and health workers in the state should also be actively involved in the regular collection, compilation and transmission of key information relating to various health indicators from different village spreading across the state.
 - l. In the state of Meghalaya where local traditional bodies enjoys respect and important role, the government should particularly involve the local bodies for the collection and maintenance of various information pertaining to the village such as, village amenities, infrastructure facilities etc.
 - m. No cadastral survey has been taken up in the state so far. The state government should be impressed upon the requirements and importance of such survey and should also be actively involved in evolving the system of Basic Statistics in Land records at the micro level i.e. village level.
 - n. The information on small-scale enterprises during the survey was obtained by the investigators on the spot directly from the source/ establishment and the data can be most reliable. But for a regular collection of such information, it is perhaps more convenient and suitable for the local village institutions to collect, maintain and disseminate such information.
 - o. Though the ground preparation of the website prepared by the National Informatics Centres (NIC) may still pose some problems, errors and difficulties, yet the experience that we will get from our state would perhaps pave way towards achieving the goal of setting up a National system of regular flow of information on Basic Statistics for local level development. By virtue of having the Basic infrastructure facilities, the pilot study in the state of Meghalaya could perhaps be continued for some time to come and explore the
-

possibilities to overcome certain technical problems arising from the present software systems.

Bihar

2.22 While imparting training to the field staff in Bihar, it was pointed out that the schedule might be divided into 2 parts: first part to contain the information that would remain fixed for all the months of the survey and annual information while second part to have variable information pertaining to the months of the survey. It was also suggested to include the information on number of teachers, number of doctors, nurses (midwives), and cooperative movement, availability of loans with rates of interest as indicators of local development. It was also emphasized that common software for data entry might be got developed which might be used by all the states. It was also suggested to avoid manual data entry by scanning the schedules and transferring the data in dbf files.

2.23 In the interim report on pilot study on Basic Statistics on LLD in Patna and Katihar districts it was commented that the figures relating to demographic information were mostly reliable as the Anganwadi workers regularly visit villages to collect demographic and health and family welfare data. They also suggested that government could utilize these data if regular system of data transmission from below to the national level was established. For data on education local schools were better sources. Data on infrastructure facilities were not readily available and not reliable. Data on land were well maintained in the circle offices. Data on livestock and poultry might be collected from the block animal husbandry office. However the data on industry and business were not reliable.

Tamil Nadu

2.24 During the training programme organized at Chennai, it was observed that a lot of information was available from the registers available at the village level namely, Land Records, Anganwadi Records, ANM Records, records of Sarva Shiksha Aayog and PHC Records. A lot of information could also be collected from the knowledgeable persons like Panchayat Pradhan.

Tripura

2.25 During the training programme organized at Agartala the participants informed that lot of information are available from the registers available at the village level namely, Land Records, Anganwadi Records, ANM Records, records of Sarva Shiksha Aayog and PHC Records. The information had been confirmed when field visit was conducted. Further, information could also be collected from the knowledgeable persons like Panchayat Pradhan, School teachers etc.

Data Availability and Quality of data

2.26 A detailed Plan of Scrutiny for generating the tables on the basis of the data collected in the pilot study was also prepared and given to all the participating states. On the basis of the state specific tables so generated, statements have been prepared showing state-wise list of indicators on which data with more or less satisfactory quality is available and State-wise detailed status of data availability and quality of data, which are annexed.

Data Transmission

2.27 Overall, the online transmission of data from state to central level appear to be more or less satisfactory as the data in the form of tables could be sent through emails without any difficulty. Similar was the situation in respect of data transmission below state level up to block level wherever the facility is available.

2.28 In Haryana, the state DES prepared data entry software. All the village level individual records were entered through this software and could be viewed and modified using this software. However, this software was reported to be incomplete and was not working satisfactorily, in the sense that requisite tables could neither be generated nor got printed using this software, which had to be done manually in the end.

2.29 In Meghalaya, it was expressed that though the ground preparation of the online site prepared by the National Informatics Centre (NIC) might still pose some problems, errors and difficulties, yet the experience from this state would perhaps pave way towards achieving the goal of setting up a National system of regular flow of information on Basic Statistics for local level development. It was further highlighted by the state DES that by virtue of having the Basic infrastructure facilities, the pilot study in the state of Meghalaya could perhaps be continued for some time to come and explore the possibilities to overcome certain technical problems arising from the present software systems.

Report on Validation Check of Village Schedule data with Census data

2.30 An attempt has been made to make a validation check of data collected through pilot studies vis-à-vis 2001 census village directory data. The validation check has been made for two states namely Karnataka and Haryana from where filled-in village level schedules were received. The following parameters of the village schedule are checked for consistency with village level data provided by RGI office corresponding to census 2001.

- 1 Population Total
2. Male Population, Female Population, Total Population :– Social group wise
3. Total Number of Households
4. Number of School:- Primary (class I-V) and Middle (class VI - VIII)
5. Adult Education Centre
6. Availability of Drinking Water Facility
7. Availability of Electricity
- 8.. Availability of Bank
9. Availability of Telephone Facility
- 10 Availability of Post Office (Including Sub-Post Office)
11. Availability of Bus Stand
- 12 Availability of Railway Station
13. Total Geographical Area
14. Reporting Area for land utilisation
15. Area under forest

2.31 The pilot studies were conducted in nine States in the year 2002-03 and 2003-04 whereas data collected through census belongs to year 2001. Therefore the data collected through pilot studies do not match exactly with census 2001 data. It is found that the data

collected through pilot studies are mostly on higher side as compared to corresponding figures of census data. However there are some exception e.g population figures of Karnataka State villages are less than Census 2001 data. With regard to population data the States were asked to use Census 2001 figures in pilot study schedule. In case of Karnataka, it appears they have not used 2001 figures which may be the reason for discrepancies. In a very few cases, number of households, number of schools, Geographical area for some of the villages do not match with Census data. Nevertheless, it is found that most of pilot data are more or less consistent with the Census data.

Conclusions from the Pilot Studies

2.32 The overall experience/ views of participating states show that such a system of data collection / updation, compilation and transmission from local level upwards to block, district, state and national level is feasible. Following specific conclusions can be made:

- The 'Village Schedule' in its present form needs substantial refinement and clarity on the basis of the experience gained through pilot studies regarding data availability. Schedule can also incorporate certain state-specific indicators as well.
- For the purpose of easy, time saving and error free data collection/ updation and transmission, the use of new technologies like Optical Marker Recognition (OMR) needs to be encouraged. Accordingly, the schedule of enquiry has to be made OMR compliant.
- A great amount of information is available from the records of Anganwadi Workers, Health / ANM Workers and Land Record Registers. Efforts should be made to ensure coordination of activities among all these potential sources of regular information at Panchayat level ensuring that quality of data so gathered is maintained.
- In states where system of regular data collection at local level is either not in place or is not working satisfactorily, especially the North Eastern States, the government should particularly involve the local bodies for the collection and maintenance of various information pertaining to the village.
- There is an urgent need for re-engineering of state statistical system to enhance the regular flow of information from local level to upwards on important indicators of development for which respective states should take initiatives to establish a mechanism for such information flow. For this purpose, intensive state-specific studies need to be undertaken.
- State-specific reports of the pilot study need to be examined carefully by the concerned state governments while developing regular system of data collection.

CHAPTER THREE

Data Requirements and Frequency of Data Collection

3.1 A number of Committees in the past had suggested the compilation of regular information from village and block levels. As the constitution has given powers to the local bodies for preparation of local level plans and their implementation, it is becoming increasingly necessary to have decentralised databases on population size and its characteristics for micro level planning of various development programmes. This has necessitated development of databases systematically from grass root level. Based on list of variables on which data needed to be collected at the local level for rural and urban areas.

3.2 The District Census Handbook contains the following indicators at village level.

- a. Identification of village particulars i.e. State, District, Tehsil/Taluka, C.D. Block, Village, Area of village
- b. **Population Data:** Gender-wise population, Scheduled Caste and scheduled Tribe, number of households
- c. **Amenities Data:**

Educational facilities - Number of primary, middle, secondary, senior secondary schools, colleges, industrial school, training school, adult literacy class/centre, other educational facilities

Medical Facilities - Number of allopathic, ayurvedic, unani, homeopathic hospitals and dispensaries, number of maternity and child welfare centre, health centre, primary health centre, family welfare centre, T.B. clinic, nursing home, registered private medical practitioners, subsidised medical practitioners, community health workers, other medical facility

Drinking Water- Tap water, well water, tank water, tubewell water, hand pump, river water, canal, lake, spring, other drinking water sources, source of drinking water during summer

Post, Telegraph and Telephone facilities- Number of post office, Telegraph office, number of telephone connections,

Communication- Bus services, Railway services, Navigable water way including river, Canal etc.

Credit Facility- Number of commercial banks, co-operative commercial bank, credit societies, agricultural credit societies, other credit societies

Recreation and Cultural Facilities- Number of cinema/video-hall, sports club, stadium / auditorium etc

Approach to Village: Paved Road, Mud Road, Footpath, Navigable Water, Navigable Canal, Navigable Water way other than river or canal, Nearest Town.

Power Supply: Electricity for Domestic use, Electricity for Agriculture use, Electricity for other purposes, Electricity for all purposes.

News and Magazines: Information on arrival of newspapers and magazines in village.

d. **Land use:** Area under different categories of forest, area irrigated by source, government canal, private canal, well without electricity, well with electricity, tube well with or without electricity, tank, river, lake, waterfall, total irrigated area, un-irrigated area, culturable waste (including gauchar and groves), area not available for cultivation.

3.3 The village directory information is collected by Census Officers from the records of the villages maintained by the various village functionaries e.g. Health worker, ANM, Anganwari, Chowkidar, Village Pradhan, Patwari etc. The village-wise information available in District Census Handbook contains most of the critical indicators required for local level planning. Since the Census data is available after a gap of 10 years, there is need to update the village directory on annual basis.

3.4 Some of the States are maintaining block/district level information in their district statistical handbook though items of information vary from state to state. Most of States have expressed their inability to collect village level information on regular basis due to inadequate staff/vacant posts, financial constraints, etc. The Committee is of the opinion that it is not desirable also to collect such huge information for all the villages in the country. It will be appropriate to have such information at district level, which may be used for local level planning. For this purpose, information collected by Census in the form of village directory can be used for local level planning. The State governments have to update the census information on annual basis so that year-wise information on all the basic parameters of village is available for local level planning. However, data from Census on Amenities and Land Use is not available for many years after the Census e.g. the 2001 District Census reports are still not available. It is required to expedite availability of data at district and sub-district levels so that their validity does not diminish over time and they can be used for analysis and local level planning.

3.5 Keeping in view its practicability and utility, a village schedule for collection of Basic Statistics for Local Level Development has been suggested (annexure). The committee is of the opinion that State Governments should maintain these data at district level for all the districts. If the State Governments desires they can conduct pilot studies in one or two villages in a district on sample basis to examine the feasibility/quality of village level data with existing resources.

CHAPTER FOUR

Institutional Mechanism for Collection and Maintenance of Data

State Practices on Data Collection

Kerala

4.1 Kerala is administratively divided into 14 districts and 63 Taluks. Though there are 1452 villages in the state, the local administrative unit is the Gram Panchayat. Each Gram Panchayat has a geographical area of not exceeding 10 sq. kms with 10 to 20 Panchayat wards. Each Panchayat ward would have approximately 500 households or about 2500 persons. A group of Panchayats constitute a block. There are 152 blocks and on an average 6 to 7 Panchayats are included in a block.

Panchayat level workers and the reporting mechanism

4.2 There is an Anganwadi worker for a population of about 200 households in every Panchayat ward. There could be one or more Anganwadi workers in a Panchayat ward depending on the population of the ward. The Anganwadi workers have to maintain several registers on their day-to-day activities. Some of the important registers are the following:

- ✓ Survey Register
- ✓ Birth Register
- ✓ Pregnant Women Register
- ✓ Lactating Mother Register
- ✓ Mother and Child Care Card
- ✓ Immunization Register

4.3 Anganwadi workers on an on-going basis are maintaining details of population, immunization of children, birth and death, pregnant women etc. The Anganwadi workers send regular reports to ICDS supervisors belonging to Social Development Department at the Panchayat level. The data thus received are consolidated and sent to Child Development Project Officer (CDPO) at Block level and District Social Welfare Officer at the District level.

4.4 Though there is a Research Assistant from the Planning and Statistics Department at the Block level, he acts as an extension officer for planning and monitoring and does not have any control on ICDS data. There is, however, a junior statistical investigator at the District Social Welfare Office who consolidates the data received from the block development offices in each district.

4.5 The other functionary at the Gram Panchayat level is the Junior Public Health Nurse (JPHN). Each Panchayat has a Primary Health Center (PHC) and each of them may have 3 to 5 sub centers. The JPHN are attached to the sub centers and on an average there is one JPHN for a population of 5000. These workers also maintain a number of registers and some of the important registers are the following:

- ✓ Register of Pre-natal Cases
- ✓ Child Health Register
- ✓ Sterilization Register
- ✓ Immunization Register
- ✓ Eligible Couple Register
- ✓ Mother and Child Care Record

4.6 The JPHN and Anganwadi workers have regular interactions and data sharing amongst them. The JPHN send regular reports to the medical officer in the Primary Health Centre. The District Medical Officer receives report from the Primary Health Centres and those are consolidated and send to the Director of Health Services at the State Capital. It is mandatory to verify each reported case of maternal death by the District Medical Officer. There is, therefore, an apprehension that the report sent by the District Medical Officer to the Director Health Services may include only those cases which have been verified.

4.7 The other functionaries working at the Panchayat level are the Panchayat Secretary, Village Officer of the Revenue Department and the extension workers in the Block Development Office. In addition, there is an elected representative for each Ward of every Panchayat. These Ward members keep complete account of the population and infrastructure facilities in each Ward. The Government of Kerala is now considering a scheme to constitute Panchayat Level Statistics Committees and Block Level Statistics Committees with officials of the Directorate of Economics and Statistics as the Member Secretaries.

Reports by Anganwadi Workers

4.8 The Anganwadi workers send a number of reports every month to the ICDS supervisors. These include the following:

- ✓ Anganwadi Monthly Progress Report
- ✓ Anganwadi Level Monthly Report
- ✓ Monthly Progress Report of Self Help Groups (SHGs)

Reports by the JPHN

4.9 Each JPHN prepares and submits a monthly report relating to the sub-centre. It contains detailed information on various aspects of health care including antenatal cases, number of pregnant women, number of deliveries, pregnancy outcomes, maternal deaths, still births, etc.

Karnataka

4.10 The Directorate of Economics and Statistics (DES) is a part of Planning and Statistics Department headed by the Additional Chief Secretary and Planning Secretary. There is a separate State Planning Board, which advises the Chief Minister on planning issues. The Directorate of Economics and Statistics is having seven Technical Divisions each headed by a Joint Director and one Administrative and Accounts Division headed by an Administrative Officer. The specific Divisions are the following:

- ✓ Civil Registration, National Sample Survey and Local Body Statistics
- ✓ State Income, Industries and Prices
- ✓ Agricultural Census, Rainfall and Computer
- ✓ Agricultural Statistics
- ✓ Crop Insurance Scheme
- ✓ Publication
- ✓ Economic Census
- ✓ Administrative and Accounts

4.11 Deputy Director/ Assistant Director/ Assistant Statistical Officers, Statistical inspectors and Enumerators look after the Technical Divisions. There is a District Statistical Office in each of the 27 districts in the state and a District Statistical Officer at the level of a Deputy Director heads these offices. Assistant Director, Assistant Statistical Officers, Statistical inspectors and Enumerators assist the District Statistical Officers. However, the number of supporting staff in each of the District Statistical Offices varies according to the size of the district. At the Taluk (Tehsil) level, at least one Statistical Inspector and an enumerator are posted in the office of the Tehsildar for the purpose of statistical work in each of the 175 Taluks. The statistical staff in the Office of the Tehsildar is responsible for all statistics emanating from the Revenue Department like rainfall statistics, weather and crop reports, birth and death reports, price data collection, etc. District Statistical Officer supervise and check the statistical reports sent to the Head Office.

Panchayat System and Functionaries

4.12 The state of Karnataka has 27 districts, 175 Taluks and 29483 villages. For development purposes the villages have been grouped into 5659 Gram Panchayats, 175 Taluk Panchayats and 27 Zilla Panchayats. The Zilla Panchayat is headed by a Chief Executive Officer and assisted by the following officers and other subordinate staff.

- ✓ Deputy Secretary (Administration)
- ✓ Deputy Secretary (Development)
- ✓ Chief Account Officer
- ✓ Chief Planning Officer
- ✓ Project Director

4.13 The Chief Planning Officer is largely on deputation from the Directorate of Economics and he is assisted by an Evaluation Officer and an Assistant Statistical Officer who are responsible for the compilation of district level performance indicators and

development statistics. The Chief Executive Officer of the Zilla Panchayat also coordinate the district level activities of various development departments like Animal husbandry and veterinary, Social forestry, Water development, Education, Backward classes and minorities, Agriculture, Horticulture, Social welfare, Indian system of medicine, Health and family welfare and Women and child development. The next lower level of Panchayat system is Taluk Panchayat. The number of Taluks in each district varies from 3 to 11 with an average of about 6.5 Taluks per district. Each Taluk Panchayat is headed by an Executive Officer assisted by technical and administrative staff including a Statistical Inspector. The Statistical Officer is responsible for collecting a variety of development statistics relating to Panchayat.

4.14 At the lowest level is the Gram Panchayat for a group of about 5 villages. A Panchayat Secretary, who maintains various administrative records relating to the Panchayat, assists the Panchayat President. There is also a village accountant for a group of 2-3 villages who maintains all revenue records including tax collections. The jurisdiction of village accountant sometimes cut across Panchayat boundaries. It would be useful, if this anomaly is rectified by suitable re-allocation of villages for obtaining consistent set of data including land utilization statistics in respect of each Panchayat. There are a number of grass root level workers in each Gram Panchayat. These include Watermen, Bill collectors, Anganwadi workers and ANMs. In each Panchayat, there are Community Health Centres (CHC), Primary Health Centres and sub-Centres. There is one ANM in each sub-Centre and 4-5 sub-Centres constitute a Primary Health Centre.

4.15 As in other states, the jurisdiction of each Anganwadi worker consists of a population of about 200 households in each village. There could also be more than one Anganwadi worker for a village depending on the population of the village. The jurisdiction of an ANM is the sub-Centre and consists of about 1000 households. The registers and records being maintained by the Anganwadi workers and ANMs are almost the same in each state. Details of population, birth and death, pregnant women, migration, immunization of children etc. is available from the records maintained by these workers. Details of land use, tax collection, livestock, houses, projects implemented etc are available from the Panchayat Secretary and village accountants. These functionaries send periodical reports to the respective controlling agencies. There is also a system of sending statistical report on general particulars about village. This is being consolidated at Taluk and Zilla Panchayat level and sent to Government in Rural Development and Panchayat Raj Department.

Consolidation and Data Sharing

4.16 Consolidation and sharing of data between various development agencies take place at the district level. On eleventh of every month, there is Karnataka Development Programme (KDP) meeting at the district level and representatives of all the developmental agencies participate in the meeting. Once in a quarter, the Minister in charge of the district chairs the KDP meeting. The data sets available with different agencies are shared in these meetings. The Chief Planning Officer of the Zilla Panchayat is vested with the responsibility of compiling and maintaining local level statistics on various aspects. The items of information thus being collected include population, infrastructure, education and literacy, area and land utilization, crop production, live stock, industrial units, cooperatives, credit and loans, health and family welfare, etc. The compilation and consolidation of local level statistics is, however, being undertaken as a one-time operation rather than as a continuous regular operation. There is also no direct involvement of DES in the compilation and consolidation of

these statistics though the officers and staff involved in the exercise in Zilla and Taluk Panchayats are taken from DES.

Maharashtra

4.17 The Directorate of Economics and Statistics (DES), headed by the Director, has six Technical Divisions, consisting of Evaluation, Co-ordination, State income, Training, Electronic data processing and Economic census. An Additional Director, except the State Income and Training Divisions, which are headed by Joint Directors, heads the Divisions. These Divisions have other officers and staff including Deputy Directors, Research Officers, Statistical Officers, Research Assistants, etc.

4.18 The state is administratively divided into 6 regions, 35 districts, 353 Tehsils and 41095 inhabited villages. Within each district, there are Sub-divisions consisting of a group of Tehsils and circles consisting of a group of villages in each Tehsil depending on area and population. The field formation of the DES consists of six Regional Offices and 31 District Statistical Offices. Each Regional Office is headed by a Joint Director and assisted by 25 to 30 other technical officers and staff including about 10 Statistical Assistants and 15 Investigators. The district Statistical Office is headed by the District Statistical Officer and assisted by about six other technical staff including four statistical assistants. The DES has no office or staff at Tehsil or lower levels.

The Panchayat System and Functionaries

4.19 The Panchayat system in the State consists of 33 District Panchayats, 349 Intermediate Panchayats or Blocks and 28553 Gram Panchayats. Thus, each Gram Panchayat consists of one or two villages, on an average, and each Block consists of about 82 Gram Panchayats. The District Panchayat is headed by the Chief Executive Officer (CEO) and assisted by a few technical and administrative officers and staff including the Project Officer, DRDA. The district Panchayat coordinates various developmental activities and execute projects up to specified size limit.

4.20 The Planning Officer is not with the District Panchayat, but with District collector under the Revenue Department. There are about six to seven statistical staffs including a Planning Officer in the office of the District collector for planning work. These persons are on deputation from the DES. The arrangement for District Planning is different from that in Karnataka where the District Panchayat performs it. The intermediate level Panchayat is at the Tehsil level and is headed by the Block Development Officer (BDO). He is assisted by a group of engineers, Block Education Officer, Child Development Project Officer (CDPO) and others including a Block Statistical Assistant of the Rural Development Department.

4.21 At the level of Gram Panchayat, the only official available is the Gram Sevak. He maintains a number of records/ registers including the Income and Expenditure Register, Birth and Death Register, Asset Register and House Tax Assessment Register. These records contain useful data on various village assets/ infrastructure, private houses, etc. Talati or village officer is the village level revenue official who maintains revenue records including land use statistics. His jurisdiction often consists of more than one Gram Panchayat.

4.22 As in other states, the two important village level workers are Anganwadi worker and Auxiliary Nurse Midwife (ANM). There is an Anganwadi worker for a population of about 200 households and there could be more than one worker in a village. In the case of Phalegaon Panchayat there are three Anganwadi workers. The jurisdiction of an ANM is the sub-centre that caters to a population of about 5000 persons. The registers and records being maintained by the Anganwadi workers and ANMs contain details of population, birth and death, pregnant women, immunization of children, etc. These functionaries send periodical reports to their respective controlling officers and there is no formal arrangement for sharing the information with the Panchayat and it has no role in monitoring the activities of these functionaries. Though the jurisdiction of the Block Development Office is the same as Tehsil, both the Block Development Officer and the Tehsildar have two different Offices. The Tehsil officers are computerized and land records are maintained in computers.

Data Sharing

4.23 There is no formal data sharing mechanisms between different agencies working at Gram Panchayat, Tehsil or District levels. In fact there are multiple lines of control and reporting mechanisms. In the case of revenue officials, the line of reporting is from village officer (Talati) to the Circle Officer, Tehsildar and District Collector. The channels of reporting in the case of different functionaries at Gram Panchayat, Block Development Office and District Panchayat Office are through the respective line of control of the respective departments. The reports being received by different departments are generally not being integrated at any stage. The Directorate of Economics and Statistics is not involved in the preparation of statistical reports based on administrative and other reports of the functionaries at the Panchayat level. However, the DES collected village wise detailed information on various aspects including education, health, water facilities, village amenities, etc for the development of a GIS by the Maharashtra Remote Sensing Application Centre. The data were collected and validated over a period of about two years and no attempt could be made to update the data. The Information Technology Department of the State Government has also developed a database of voters and ration cardholders in the state.

Haryana

4.24 In Haryana, the planning and statistical activities are placed under an Economic and Statistical Adviser (ESA). Two Additional Economic and Statistical Advisers, one each for Planning and Statistics, assist the ESA. One Joint ESA and five Deputy ESAs for various statistical functions assist Additional ESA (Statistics). The Additional ESA (Planning) is assisted by two Deputy ESAs, one for plan formulation, decentralized planning and monitoring and the other for plan evaluation and twenty point programmes.

4.25 At the district level, each of the districts has a District Statistical Office headed by a District Statistical Officer and assisted by a few statistical staff. These officers prepare District Statistical Abstracts, Municipal Year Book and District Socio Economic Review. The District Statistical Officers are also responsible for the compilation of various socio-economic data, particularly relating to prices, market arrivals, local body budget, capital formulation, state income, etc. In each district, the Additional Deputy Commissioner is the Chief Planning and Development Officer, supported by a Planning Officer. The district Planning Officer is responsible for preparation and implementation of annual action plan under decentralized planning, implementation of Member of Parliament Local Area Development (MPLAD) scheme and monitoring of implementation of projects under

decentralized planning. The annual plans under decentralized planning are prepared on the basis of inputs received from various developmental agencies and elected representatives of people and not based on any objective assessment of local situation.

Panchayat System and Functionaries

4.26 Haryana has a three-tier Panchayat system with 19 Zilla Parishads at the district level, 119 Panchayat Samities at the block level and 6194 Gram Panchayats covering all the 6988 villages. The Zilla Parishad is headed by the president, an Additional District Commissioner of the District, who is assisted by a group of support staff consisting of Accounts Officers, Superintendents, Accountants, Assistants, Clerks, Stenographers, etc. There is also a District Development Panchayat Officer (DDPO) under the District Commissioner who is involved in district level decentralized planning.

4.27 The Chairman, who is the block Development Officer, heads the Panchayat Samiti. There are engineers and a few technical officers assisting the Block Development Officer on various activities at the Block level. At the Gram Panchayat level, Sirpanch is the head that is assisted by the Gram Sachiv, the only official reporting to the Sirpanch. The village level officials of various Departments like the Anganwadi worker, Auxiliary Nurse Midwife (ANM), revenue officials, etc do not report to the Gram Panchayat.

4.28 The Panchayat Raj Act, 1994 came into effect in Haryana on April 22, 1994. Under the legislation, Panchayats at all three levels have been entrusted with the duties and functions with regard to 29 subjects listed in the Eleventh schedule of the constitution. However, the necessary funds and functionaries have not been transferred to the Panchayati Raj Institutions so far. The process of strengthening the three tiers of Panchayats in the state has now been initiated as per the decisions taken by the Union Minister for Panchayati Raj and the Chief Minister of Haryana on 22nd August 2005. An exercise of activity mapping to ascertain as to what funds, functions and functionaries of various departments could be assigned to the three tiers of Panchayati Raj Institutions is presently under progress.

Data Sharing

4.29 There is no data sharing between various agencies functioning at the Gram Panchayat, Panchayat Samiti and Zilla Parishads. The functionaries of different departments do have vertical system of reporting and at no stage the data get integrated to have a holistic view of any geographical region in all the dimensions of development. The Panchayati Raj Institutions do not have any access to such data sets and recently an exercise has been initiated to collect comprehensive data on village characteristics and infrastructure in respect of each village through a pre-designed schedule. The effort is still continuing with some success.

Tamil Nadu

4.30 There are 30 districts, 385 blocks and 17,244 revenue villages in Tamil Nadu. The Directorate of Economics and Statistics has its officers posted at the District, Divisional and Block levels. At the District level, there are District Statistical Officers headed by Assistant Directors, Divisional Statistical Officers are posted at the Divisional level that supervise the work of Block Statistical Inspectors at the Block level. Each Block consists of about 60

villages and as such, it will be difficult for the Block Statistical Inspector to visit all the villages within the Block frequently.

4.31 The State has a three-tier Panchayat system as in most other states. There are 12618 village Panchayats, 385 Block level Panchayats and 30 District Panchayats. The Village Panchayats are headed by Village President, Block Panchayats by Union Chairman and District Panchayats by District Secretary. The DES is not presently collecting basic statistics for local level development planning.

Other States

4.32 The state of Orissa has a system of collection of data on village level through investigators of the Directorate of Economics and Statistics on a regular basis. DES has evolved appropriate schedules and guidelines for the purpose.

4.33 The Directorate of Economics and Statistics (DES), Sikkim does not have any office at the sub-district level or block level. At the moment, the Department through District offices collects data.

4.34 In Himachal Pradesh, the Directorate of Economics and Statistics (DES) does not have any statistical staff at the Block level and there is acute shortage of manpower.

4.35 Andhra Pradesh has a system of collecting statistics for local level planning once in a year through Mandals, which are being published in the name of Mahal Ganaka Darshini (MGD).

4.36 In Uttar Pradesh, village level statistics are being collected once in a year through "Gram Vikas Adhikari/ Gram Panchayat Vikas Adhikari" and published in the form of District Statistical Bulletins.

4.37 The Directorate of Economics and Statistics (DES), Bihar has statistical officers at the level of "Pramandal (Division)" District and "Praghand". It does not have any statistical staff at the level of Panchayat and village. Thus the DES is not able to compile quality statistics at Panchayat level.

Implementation of Panchayat Raj System

4.38 The Panchayati Raj System is under different stages of implementation in different states. While the system has become fully functional and local level planning as well as developmental activities have become its rightful functions in some of the states, in other states the Panchayati Raj Institutions have not been given the requisite powers, funds and functionaries. Though decentralized planning has become an important subject of Government activity, it is managed by different agencies in different states. The Panchayati Raj Institutions are responsible for decentralized planning only in some of the states.

Geographical Coverage of Panchayats

4.39 In Kerala, each Gram Panchayat has about 10 to 20 Panchayat wards within an area of about 10 sq.kms. Karnataka has 5659 Gram Panchayats covering 29,483 villages. Thus each

Gram Panchayat has about 5.2 villages. In Maharashtra and Haryana, the number of villages per Gram Panchayat is 1.4 and 1.1 respectively. The state wise details are given in Table 4.1.

Table 4.1: Number of villages per Gram Panchayat

State	Number of Gram Panchayats	Number of Villages	Number of Villages per Gram Panchayat
Kerala	991	-	10-20 Panchayat wards
Karnataka	5659	29483	5.2
Maharashtra	28553	41095	1.4
Haryana	6194	6988	1.1

4.40 There are also considerable variations in the average number of Gram Panchayats per Intermediate and District Panchayats across the States. While the average number of Gram Panchayats per Intermediate Panchayat varied from 6.5 in Kerala to 114.7 in Maharashtra, the number of Gram Panchayats per District Panchayat varied from 70.8 in Kerala to 865 in Maharashtra. The situation in the four States is given in Table 4.2. The variations in the Geographical coverage of intermediate and district panchayats have significant bearings on district level planning and data management.

Table 4.2: Number of Gram Panchayats per Intermediate and District Panchayat

State	District Panchayat (D.P)	Intermediate Panchayat (I.P)	Gram Panchayat (G.P)	G.P per I.P.	G.P. per D.P.
Kerala	14	152	991	6.5	70.8
Karnataka	27	175	5659	32.3	209.6
Maharashtra	33	249	28553	114.7	865
Haryana	19	119	6194	52	326

Directorate of Economics and Statistics and Local Level Statistics.

4.41 In general, the Directorates of Economics and Statistics (DES) do not have any involvement in local level statistics. Though, many of them bring out district statistical handbooks, the data content of them are generally aggregates and averages and are not useful for Panchayat level assessment and planning. The village wise details as reported to the concerned line departments by the village level functionaries are not shared with the Directorate of Economics and Statistics of the respective state Governments.

Existence of Local Level Statistics

4.42 The functionaries at the village level particularly the Anganwadi workers, ANMs, Panchayat Secretaries and Revenue officials maintain a large number of registers, records and reports containing up to date data on every aspect of each village. There is, however, no mechanism to check the reliability of such statistics and to consolidate them at the Gram Panchayat level.

Ownership of the Data

4.43 The concerned line Departments presently maintains the collected data only and Panchayats are generally not consolidating and maintaining such data. The situation needs to be changed and the Gram Panchayats should consolidate, maintain and own village level data. All the functionaries at the village level including the Anganwadi worker, ANM, and revenue official should share the data possessed by them with the respective Gram Panchayats. Such data should be verified, consolidated and maintained by the Panchayats in pre-designed formats. The Panchayats should also own such data.

Ensuring Statistical Quality and Standards

4.44 It is necessary that the Directorate of Economics and Statistics in respective states play an important role in ensuring statistical quality and standards by providing the necessary guidelines and training to Panchayat staff in the consolidation and maintenance of local level statistics. The DES through the District Statistical Offices or Block Statistical Offices should also arrange random checking of the quality of statistics maintained by Gram Panchayats.

Upward Transmission and Integration

4.45 The Gram Panchayats may compile the statistics in the prescribed formats by consolidating the data sets maintained by different village level functionaries as on 31st March of every year in triplicate. This work may be completed during the month of April. One copy of the report may be sent to the Block Statistical Office/ District Statistical Office as per the availability of statistical staff and another copy to the Intermediate Panchayat/ District Panchayat again as per the decision of the State Government. Considering the fact that the Panchayati Raj Institutions are still at various stages of formation, the District Statistical Office/Block Statistical Office should take up the computerization and aggregation of local level statistics and share the same with the Panchayati Raj Institutions.

Estimation of Cost for Collection of data at Local Level

4.46 The Subgroup II also looks into the matter of cost involvement for collection of data at local level. The compilation of village level statistics at the Gram Panchayat level being an annual work, no additional staff could be employed for the purpose. The existing staff, particularly the Panchayat Secretary in coordination with the Anganwadi workers, ANMs, and revenue officials should take up this work. An honorarium of Rs1500/ (Rupees one thousand and five hundred only) may be paid to these workers for the compilation of village level statistics for each of the Gram Panchayats. The cost of training, quality checking, computerization and aggregation of village level statistics for each Panchayat by the District Statistical Office staff would be of the order of Rs.500/- (Rupees five hundred only) per Panchayat. Thus a sum of Rs.2,000/- (Rupees two thousand only) per Gram Panchayat would be required for the compilation of annual village level statistics. Since, there is a total of around Rs.2.35 lakhs Gram Panchayats, the annual average expenditure would be about Rs.47 crores (Rupees forty seven crores only). Taking into account cost of the printing forms and other miscellaneous expenditures, the estimated annual budget requirement would be about Rs.50.00 crores.

CHAPTER FIVE

Conclusions and Recommendations

The overall understanding is that a system of data collection, updation, compilation and transmission from local level upwards to block, district, state and national level is feasible. Based on the experiences of the pilot studies and the reports of the two sub-groups, the following recommendations are made for implementation:

- (i) The Panchayati Raj System should be implemented in full functional form in all states. The full financial and administrative power must be given to all panchayats uniformly all over the country. The variations in the Geographical coverage of intermediate and district panchayats have significant bearings on district level planning and data management. This coverage should be uniform. The Gram Panchayat should consolidate, maintain and own village level data.
- (ii) The village level information may be collected uniformly by using the Village Schedule (Annexure XI). The following sets of data can be collected using this schedule:
 - (a) Availability of basic facilities in the village.
 - (b) Information on Assets available in the village viz. number of factories, business establishments, bridges, declared forest area, orchards, roads etc.
 - (c) Distance of the village from nearest facilities.
 - (d) Demographic status of villagers, including population, births, deaths, morbidity, migration, marriages etc.
 - (e) Educational status of the villagers.
 - (f) Land utilisation statistics.
 - (g) Data on livestock and poultry.
 - (h) Number of market outlets.
 - (i) Employment status of the villagers.
- (iii) There will be periodic datasets which may be collected once in a year (may be in the month of April). These include data on population (both for age group and social group), total number of households, number of households headed by women, number of households below poverty line, data on morbidity and disability, number of literate persons, data on enrolment and drop out, land utilisation in the village, number of market outlets etc.
- (iv) Some datasets will be dynamic in nature and may be collected every month of the year. These include number of live births, still births and deaths, number of deaths of women, number of pregnant women, data on migration, total number of outdoor and indoor patients and their details, total number of marriages, number of street children, sex workers, beggars', incidence of violence against women, number of small-scale enterprises and workers therein etc.
- (v) The village level data compilation will commence from the first year of the Eleventh Five Year Plan and the same will be firmed up after validation from the concerned source agencies.

(vi) The village level registers should also be developed and maintained through compilation of village level statistics to have a continuous flow of data.

(vii) The village panchayat will take the basic responsibility of maintaining proper registers at their level.

(viii) With regard to upward movement of village level data for aggregation and computerisation, there is no need to move all village level data upward at various levels like panchayat, block, district etc. Only those data will be moved upward which are required for planning at different levels.

(ix) At present Directorate of Economics & Statistics (DES) do not have any involvement in local level statistics. Directorate of Economics and Statistics in respective states should play an important role in ensuring statistical quality and standards by providing the necessary guidelines and training to Panchayat staff in the consolidation and maintenance of local level statistics. This work has to be done by the District Statistical Offices which should be strengthened and empowered.

(x) The Central Statistical Organisation, being an apex body should impart necessary trainings to DES and DES should arrange random checking of the quality of statistics maintained by Gram Panchayats.

(xi) The compilation of village level statistics at the Gram Panchayat level being an annual work, no additional staff would be employed for this purpose. The existing staff, particularly the Panchayat Secretary in coordination with Anganwari Workers, ANMs and Revenue Officials will take up this work. A sum of Rs 2000/- per Gram Panchayat would be required for compilation of village level statistics which include Rs 1500/- as honorarium and Rs 500/- for cost of training, quality checking and computerisation. As there are 2.35 lakhs Gram Panchayats, the estimated annual budget requirement would be around Rs 50 crores. The implementation of the scheme and maintenance of database will have financial implications. The Planning Commission will provide the necessary budgetary allocations.

(xii) A steering Committee be set up under the chairmanship of DG (CSO) involving Ministry of Panchayati Raj, Health, Education, and Registrar General of India at the Centre and corresponding Ministries/Departments of the State Governments for a regular review and monitoring of the data contents, data collection and all the related aspects. There is need to set data priorities. The Steering Committee may look into this after the data collection in the first year.

ES-100
12124

No. M.12012/7/2002-SSD
Government of India
Ministry of Statistics & Programme Implementation
Central Statistical Organisation

**Sardar Patel Bhawan,
Sansad Marg,
New Delhi – 1100 01
Dated: 20th December, 2002**

OFFICE MEMORANDUM

Subject: Constitution of Committee on Basic Statistics for Local Level Development

The National Statistical Commission (NSC) under the Chairmanship of Hon'ble Dr. C. Rangarajan had recommended the development of a system of regular collection of data on a set of core variables/indicators, which should be compiled and aggregated at local levels for use in micro-level planning of various developmental programmes. NSC had further recommended for setting up of a committee of experts to look into all aspects related to development of local level indicators. Accordingly, it has been decided to set up a high power Expert Committee under the Chairmanship of Dr. S.P. Gupta, Member, Planning Commission, New Delhi. The composition of the Committee will be as follows:

Chairman:

- | | |
|-------------------|--|
| 1. Dr. S.P. Gupta | Member,
Planning Commission,
Yojana Bhawan, Sansad Marg,
New Delhi – 110001 |
|-------------------|--|

Members:

- | | |
|----------------------|---|
| 2. Dr. S. Ray | Director General & Chief Executive Officer,
National Sample Survey Organisation,
Ministry of Statistics & PI,
Sardar Patel Bhawan,
Sansad Marg,
New Delhi – 110001 |
| 3. Shri J.K. Banthia | Registrar General & Census Commissioner, India
Mansingh Road,
New Delhi – 110011 |
| 4. Dr. Rohini Nayyar | Adviser (Rural Development),
Planning Commission,
Yojana Bhawan, Sansad Marg,
New Delhi – 110001 |

-
- | | |
|---|---|
| 5. Dr. N. Vijayaditya | Director General,
National Informatics Centre,
Ministry of Communication & Information Technology,
'A' Block, C.G.O. Complex, Lodhi Road,
New Delhi – 110003. |
| 6. Shri P.K. Pradhan | Joint Secretary,
Ministry of Urban Development,
Nirman Bhawan,
New Delhi – 110011 |
| 7. Shri C. Balakrishnan | Joint Secretary (Planning),
Department of Secondary Education & Higher Education,
Ministry of Human Resources Development,
Shastri Bhawan,
New Delhi – 110001 |
| 8. Dr. Vaskar Saha | Addl. Director General,
Central Statistical Organisation
Ministry of Statistics & PI,
Sardar Patel Bhawan,
Sansad Marg,
New Delhi – 110001 |
| 9. Dr. R.C. Kalra | Director, CBHI, DGHS,
Department of Health,
Nirman Bhawan.
New Delhi – 110011 |
| 10. Dr.K.V. Rao | Chief Director (Statistics)
Department of Family Welfare
Nirman Bhawan.
New Delhi – 110011 |
| 11. Shri P.V. Thomas | Adviser (Monitoring),
Ministry of Rural Development,
Krishi Bhawan,
New Delhi – 110001 |
| 12. Secretary (Rural Development), Government of Karnataka | |
| 13. Secretary (Planning), Government of Kerala | |
| 14. Secretary (Rural Development), Government of Madhya Pradesh | |
| 15. Secretary (Rural Development), Government of Gujarat | |
| 16. Secretary (Planning), Government of Punjab | |
| 17. Secretary (Planning), Government of Meghalaya | |
| 18. Secretary (Planning), Government of West Bengal | |
| 19. Dr. Muneesh Kumar | Dean, Faculty of Commerce & Business,
University of Delhi, South Campus
Benito Juarez Road, New Delhi - 110019 |
-

- | | |
|---------------------|--|
| 20. Dr. K.P. Chinda | Principal, Keshav Mahavidyalaya
University of Delhi,
New Delhi – 110035. |
| 21. Shri K.P. Nigam | Income Tax Officer,
E-36, Income Tax Officers Flats,
7, Peddar Road,
Mumbai – 400026. |
| 22. Shri S.K. Nath | Deputy Director General, Member Secretary
Central Statistical Organisation,
Ministry of Statistics & PI,
Sardar Patel Bhawan, Sansad Marg,
New Delhi – 110001 |

2. The Terms of Reference of the Committee will be as follows:
- (i) To review the work done by other Committees on the subject.
 - (ii) Finalisation of indicators, the information on which data are to be collected, collated and aggregated at Panchayat/Block/District levels along with their periodicity.
 - (iii) To examine the availability of facilities for onward transmission of data from various levels.
 - (iv) To suggest improvements in the existing statistical system and infrastructure at all levels.
 - (v) Any other issue of relevance to the subject.
3. The Committee would be required to submit its report to the Ministry within a period of **one year** from the date of issue of this Office Memorandum. The Committee may co-opt any other expert to assist in its functioning, whenever required. The non -official members would be entitled for TA/DA as per existing rules of the Government of India.

(Dr. Ravendra Singh)
Director

Chairman and All Members of the Committee

Copy to:

- (1) Chief Secretaries of the States of Karnataka, Kerala, Gujarat, Madhya Pradesh, Meghalaya, Punjab and West Bengal with the request to allow the participation of the concerned Secretary in the meetings of the Committee. The name, addresses and contact telephone/fax numbers may kindly be intimated.
- (2) AS & FA, Ministry of Statistics & PI
- (3) Director (IFD), Ministry of Statistics & PI
- (4) Director (Admin.), Ministry of Statistics & PI
- (5) PPS to Secretary, Ministry of Statistics & PI

(Dr. Ravendra Singh)
Director

**No. M.12012/2/2003-SSD
Government of India
Ministry of Statistics & Programme Implementation
Central Statistical Organisation
(Social Statistics Division)**

Wing No. 6, West Block –VIII, R.K. Puram,

New Delhi – 110066

Dated: 17.11.2003

OFFICE MEMORANDUM

**Subject: Extension of the tenure of Committee on Basic Statistics
for
Local Level Development**

A High Power Expert Committee under the Chairmanship of Dr. S.P. Gupta, the then Member, Planning Commission, New Delhi was constituted vide OM no. M-12012/7/2002-SSD dated the 20th December, 2002 to look into all aspects related to development of local level indicators as per the recommendations of the National Statistical Commission. The report of the Committee was to be submitted within a period of one year.

2. It has been decided with the approval of the Competent Authority to extend the tenure of the Committee for another six months, i.e. upto June 2004, with the same terms of reference as in OM dated 20th December, 2002.

The composition of the Committee will be as follows:

Chairman:

1. Dr. S.P. Gupta,

Member,
Planning Commission,
Yojana Bhawan, Sansad Marg,
New Delhi – 110001
Tel. 23096622

Members:

2. Director General & Chief Executive Officer,
National Sample Survey Organisation,
Ministry of Statistics & Programme Implementation,
Sardar Patel Bhawan, Sansad Marg,
New Delhi – 110001

3. Registrar General & Census Commissioner, India
Mansingh Road,
New Delhi -110011

4. Adviser (Rural Development),
Planning Commission, Yojana Bhawan,
Sansad Marg, New Delhi – 110001
5. Director General,
National Informatics Centre,
Ministry of Communication & Information Technology,
'A' Block, C.G.O. Complex, Lodhi Road,
New Delhi – 110003.
6. Joint Secretary,
Ministry of Urban Development,
Nirman Bhawan, New Delhi – 110011
7. Joint Secretary (Planning),
Department of Secondary Education & Higher Education,
Ministry of Human Resources Development,
Shastri Bhawan, New Delhi - 110001
8. Addl. Director General (NABS), Central Statistical Organisation,
Ministry of Statistics & Programme Implementation,
Sardar Patel Bhawan,
Sansad Marg, New Delhi – 110001
9. Director, CBHI, DGHS,
Department of Health,
Nirman Bhawan.
New Delhi – 110011
10. Chief Director (Statistics)
Department of Family Welfare
Nirman Bhawan
New Delhi – 110011
11. Adviser (Monitoring),
Ministry of Rural Development,
Krishi Bhawan,
New Delhi – 110001
12. Secretary (Rural Development), Government of Karnataka
13. Secretary (Planning), Government of Kerala
14. Secretary (Rural Development), Government of Madhya Pradesh
15. Secretary (Rural Development), Government of Gujarat
16. Secretary (Planning), Government of Punjab
17. Secretary (Planning), Government of Haryana
18. Secretary (Planning), Government of Meghalaya
19. Secretary (Planning), Government of West Bengal

20. Secretary (Planning), Government of Tamil Nadu
 21. Secretary (Planning), Government of Bihar

22. Dr. Muneesh Kumar
 Dean, Faculty of Commerce & Business
 University of Delhi, South Campus,
 Benito Juarez Road, New Delhi-110019

Non-Official Member

23. Dr. K.P. Chinda
 Principal, Keshav Mahavidyalaya
 University of Delhi,
 Delhi-110035

Non-Official Member

24. Shri K.P. Nigam,
 Income Tax Officer ,
 E-76, Income Tax Officers Flats, 7,
 Peddar Road Mumbai-400026

Non-Official Member

25. Deputy Director General,
 Social Statistics Division,
 Central Statistical Organisation,
 Ministry of Statistics & Programme Implementation,
 Wing 6, West Block – VIII,
 R.K. Puram, New Delhi – 110066

Member Secretary

3. The Committee would be required to submit its report to the Ministry by June 2004. The Committee may co-opt any other expert to assist in its functioning, whenever required. The non-official members would be entitled to TA/DA as per existing rules of the Government of India.

(S.K. Gupta)
Director

The Chairman and All Members of the Committee

Copy to:

1. Chief Secretaries of the States of Karnataka, Kerala, Gujarat, Madhya Pradesh, Meghalaya, Punjab, Haryana, West Bengal, Bihar and Tamil Nadu with the request to allow the participation of the concerned Secretary in the meetings of the Committee.
2. AS &FA, Ministry of Statistics & Programme Implementation
3. Director (IFD), Ministry of Statistics & Programme Implementation
4. Director (Admn.), Ministry of Statistics & Programme Implementation
5. PPS to Secretary, Ministry of Statistics & Programme Implementation

(S.K. Gupta)
 Director

No. M.12012/2/2003-SSD
Government of India
Ministry of Statistics & Programme Implementation
Central Statistical Organisation
(Social Statistics Division)

Wing No. 6, West Block –VIII
R.K. Puram, New Delhi – 110066
Dated: 18.11.2004

OFFICE MEMORANDUM

**Subject: Extension of the tenure of Committee on Basic Statistics
for Local Level Development**

A High Power Expert Committee under the Chairmanship of Dr. S.P. Gupta, the then Member, Planning Commission, New Delhi was constituted vide OM no. M-12012/7/2002-SSD dated the 20th December 2002 to look into all aspects related to development of local level indicators as per the recommendations of the National Statistical Commission. The report of the Committee was to be submitted within a period of one year.

2. The tenure of the committee was extended up to June 2004 vide OM no. M-12012/7/2002-SSD dated 17.11.2003. Moreover, the Planning Commission has been reconstituted in June 2004. It has now been decided with the approval of the competent authority to extend the tenure of the committee for another one year i.e. up to June, 2005 under the Chairmanship of Prof. Abhijit Sen, Hon'ble Member, Planning Commission. The terms of reference of the committee will remain same.

The composition of the Committee will be as follows:

Chairman:

1. Prof. Abhijit Sen,
Member,
Planning Commission,
Yojana Bhawan, Sansad Marg,
New Delhi – 110001
Tel. 23096622

Members:

2. Director General & Chief Executive Officer,
National Sample Survey Organisation,
Ministry of Statistics & Programme Implementation,
Sardar Patel Bhawan, Sansad Marg,
New Delhi – 110001
3. Registrar General & Census Commissioner, India

Mansingh Road,
New Delhi - 110011

4. Adviser (Rural Development),
Planning Commission, Yojana Bhawan,
Sansad Marg, New Delhi - 110001
5. Director General,
National Informatics Centre,
Ministry of Communication & Information Technology,
'A' Block, C.G.O. Complex, Lodhi Road,
New Delhi - 110003.
6. Joint Secretary,
Ministry of Urban Development,
Nirman Bhawan, New Delhi - 110011
7. Joint Secretary (Planning),
Department of Secondary Education & Higher Education,
Ministry of Human Resources Development,
Shastri Bhawan, New Delhi - 110001
8. Addl. Director General (NABS), Central Statistical Organisation,
Ministry of Statistics & Programme Implementation,
Sardar Patel Bhawan,
Sansad Marg, New Delhi - 110001
9. Director, CBHI, DGHS,
Department of Health,
Nirman Bhawan.
New Delhi - 110011
10. Chief Director (Statistics)
Department of Family Welfare
Nirman Bhawan
New Delhi - 110011
11. Adviser (Monitoring),
Ministry of Rural Development,
Krishi Bhawan,
New Delhi - 110001
24. Secretary (Rural Development), Government of Karnataka
25. Secretary (Planning), Government of Kerala
26. Secretary (Rural Development), Government of Madhya Pradesh
27. Secretary (Rural Development), Government of Gujarat
28. Secretary (Planning), Government of Punjab
29. Secretary (Planning), Government of Haryana
30. Secretary (Planning), Government of Meghalaya
31. Secretary (Planning), Government of West Bengal

- (A.K. Saxena)**
Joint Secretary

Copy to:

- (A.K. Saxena)
Joint Secretary

Annexure IV

**No. M-12012/2/2003-SSD
Government of India
Ministry of Statistics and Programme Implementation
Central Statistical Organisation
(Social Statistics Division)**

**Sardar Patel Bhavan, Sansad Marg,
New Delhi, Dated 4th August, 2005.**

OFFICE MEMORANDUM

Subject:- Extension of the tenure of Committee on Basic Statistics for Local Level Development.

A High Power Expert Committee under the Chairmanship of Dr. S.P. Gupta, the then Member, Planning Commission, New Delhi was constituted vide OM No. M-12012/7/2002-SSD dated the 20th December, 2002 to look into all aspects related to development of local level indicators as per the recommendations of the National Statistical Commission and the tenure of the Committee was fixed up to December 2003.

2. The tenure of the committee was extended up to June 2004 vide OM No. M-12012/7/2002-SSD dated 17.11.2003. As the Planning Commission was reconstituted in June 2004, the Committee was also reconstituted on 18th November, 2004 under the Chairmanship of Prof. Abhijit Sen, Member, Planning Commission keeping the same terms of reference. The tenure of the reconstituted Committee was up to June, 2005.

3. It has been decided with the approval of the Competent Authority to extend the tenure of the Committee for another six months i.e. up to December, 2005 with the same terms of reference and compositions as contained in OM dated 18th November, 2004.

4. The composition of the Committee will be as follows:

Chairman:

Prof. Abhijit Sen,
Member,
Planning Commission,
Government of India,
Yojana Bhavan, Sansad Marg,
New Delhi – 110 001.
Tel: 23096622

1. Director General and Chief Executive Officer,
National Sample Survey Organisation,
Ministry of Statistics and Programme Implementation,
Government of India,
Sardar Patel Bhavan, Sansad Marg,
New Delhi – 110 001.
2. Registrar General & Census Commissioner, India
Mansingh Road,
New Delhi – 110 011.
3. Adviser (Rural Development),
Planning Commission, Yojana Bhavan,
Sansad Marg, New Delhi – 110 001.
4. Director General,
National Informatics Centre,
Ministry of Communication & Information Technology,
'A' Block, CGO Complex, Lodhi Road,
New Delhi – 110 003.
5. Joint Secretary,
Ministry of Urban Development,
Nirman Bhavan, New Delhi – 110 011.
6. Joint Secretary (Planning),
Department of Secondary Education & Higher Education,
Ministry of Human Resources Development,
Shastri Bhavan, New Delhi – 110 001.
6. Addl. Director General (NABS), Central Statistical Organisation,
Ministry of Statistics and Programme Implementation,
Sardar Patel Bhavan,
Sansad Marg, New Delhi- 110 001.
8. Director, CBHI, DGHS,
Department of Health,
Nirman Bhavan,
New Delhi – 110 011.
9. Chief Director (Statistics),
Department of Family Welfare,
Nirman Bhavan,
New Delhi – 110 011.
10. Adviser (Monitoring),
Ministry of Rural Development,
Krishi Bhavan, New Delhi – 110 001.

-
11. Secretary (Rural Development), Govt. of Karnataka
 12. Secretary (Rural Development), Govt. of Kerala
 13. Secretary (Rural Development), Govt. of Madhya Pradesh
 14. Secretary (Rural Development), Govt. of Gujarat
 15. Secretary (Rural Development), Govt. of Punjab
 16. Secretary (Rural Development), Govt. of Haryana
 17. Secretary (Rural Development), Govt. of Meghalaya
 18. Secretary (Rural Development), Govt. of West Bengal
 19. Secretary (Rural Development), Govt. of Tamil Nadu
 20. Secretary (Rural Development), Govt. of Bihar
 21. Shri Ranji Thomas,
Advocate and Social Worker,
72-B, Pocket-K, Phase-II,
Sheikh Sarai, New Delhi – 110 017. Non-Official
Member
 22. Shri Arun Jain
Youth Leader and Social Worker,
BJ-105, Shalimar Bagh (West),
Delhi – 110 088. Non-Official
Member
 23. Shri Srinath Mishra
Journalist, Economist and Youth Leader,
Charnapada, PO- Debidwar,
District Jajpur, Orissa. Non-Official
Member
 24. Dr. G. Raveendran,
Retired Additional Director General,
CSO (NABS),
6/37, Type-V,
Lodhi Road,
New Delhi – 110 003. Non-Official
Member
 25. Deputy Director General,
Social Statistics Division,
Central Statistical Organisation,
Ministry of Statistics and Programme Implementation,
Sardar Patel Bhavan, Sansad Marg,
New Delhi – 110 001. Member
Secretary
-

5. The Committee is required to submit its report to the Ministry by 31st December, 2005. The non-official members would be entitled for TA and DA as per existing rules of the Government of India.

6. This issues with the approval of IFD vide Diary No. 1398/B&F dated 1st August, 2005.

(A.K. Saxena)
Joint Secretary

The Chairman and All Members of the Committee

Copy to:

1. Secretary, Planning Commission, Govt. of India
2. Chief Secretaries of the State Governments of Karnataka, Kerala, Gujarat, Madhya Pradesh, Meghalaya, Punjab, Haryana, West Bengal, Bihar and Tamil Nadu with the request to allow the participation of the concerned Secretary in the meetings of the Committee.
3. Additional Secretary and Financial Adviser, Ministry of Statistics and Programme Implementation.
4. Director (IFD), Ministry of Statistics and Programme Implementation.
5. Director (Admn.), Ministry of Statistics and Programme Implementation.
6. Sr. PPS to Secretary, Ministry of Statistics and Programme Implementation.
7. ADG(NABS)/ADG(NAD) CSO, Ministry of Statistics and Programme Implementation, New Delhi.

(A.K. Saxena)
Joint Secretary

No. M-12012/2/2003-SSD
Government of India
Ministry of Statistics and Programme Implementation
Central Statistical Organisation
(Social Statistics Division)

Sardar Patel Bhavan, Sansad Marg,
New Delhi – 110 001.
Dated 17th February, 2006.

OFFICE MEMORANDUM

Subject:- Extension of the tenure of Committee on Basic Statistics for Local Level Development.

A High Power Expert Committee under the Chairmanship of Dr. S.P. Gupta, the then Member, Planning Commission, New Delhi was constituted vide OM No. M-12012/7/2002-SSD dated the 20th December, 2002 to look into all aspects related to development of local level indicators as per the recommendations of the National Statistical Commission and the tenure of the Committee was fixed up to December 2003.

2. The tenure of the committee was extended up to June 2004 vide OM No. M-12012/7/2002-SSD dated 17.11.2003. As the Planning Commission was reconstituted in June 2004, the Committee was also reconstituted on 18th November, 2004 under the Chairmanship of Prof. Abhijit Sen, Member, Planning Commission keeping the same terms of reference. The tenure of the reconstituted Committee was extended up to 31st December, 2005 vide OM No. M-12012/2/2003-SSD dated 4th August, 2005.

3. It has been decided with the approval of the Competent Authority to extend the tenure of the Committee for another six months i.e. up to June 2006 with the same terms of reference and compositions as contained in OM dated 4th August, 2005.

4. The Committee is required to submit its report to the Ministry by 30th June 2006. The non-official members would be entitled for TA and DA as per existing rules of the Government of India.

5. This issues with the approval of IFD vide Diary No. 242 dated 16th February, 2006.

(A.K. Saxena)
Joint Secretary

The Chairman and All Members of the Committee**Copy to:**

1. Secretary, Planning Commission, Govt. of India
2. Chief Secretaries of the State Governments of Karnataka, Kerala, Gujarat, Madhya Pradesh, Meghalaya, Punjab, Haryana, West Bengal, Bihar and Tamil Nadu with the request to allow the participation of the concerned Secretary in the meetings of the Committee.
3. Additional Secretary and Financial Adviser, Ministry of Statistics and Programme Implementation.
4. Director (IFD), Ministry of Statistics and Programme Implementation.
5. Director (Admn.), Ministry of Statistics and Programme Implementation.
6. Sr. PPS to Secretary, Ministry of Statistics and Programme Implementation.
7. ADG(NABS)/ADG(NAD) CSO, Ministry of Statistics and Programme Implementation, New Delhi.

(A.K. Saxena)
Joint Secretary

1. Registrar General & Census Commissioner, India
Mansingh Road,
New Delhi – 110 011.
2. Adviser (Rural Development),
Planning Commission, Yojana Bhavan,
Sansad Marg, New Delhi – 110 001.
3. Director General,
National Informatics Centre,
Ministry of Communication & Information Technology,
'A' Block, CGO Complex, Lodhi Road,
New Delhi – 110 003.
4. Joint Secretary,
Ministry of Urban Development,
Nirman Bhavan, New Delhi – 110 011.
5. Joint Secretary (Planning),
Department of Secondary Education & Higher Education,
Ministry of Human Resources Development,
Shastri Bhavan, New Delhi – 110 001.
6. Addl. Director General (NABS), Central Statistical Organisation,
Ministry of Statistics and Programme Implementation,
Sardar Patel Bhavan, Sansad Marg, New Delhi- 110 001.

-
7. Director, CBHI, DGHS,
Department of Health,
Nirman Bhavan,
New Delhi – 110 011.
 8. Chief Director (Statistics),
Department of Family Welfare,
Nirman Bhavan,
New Delhi – 110 011.
 9. Adviser (Monitoring),
Ministry of Rural Development,
Krishi Bhavan,
New Delhi – 110 001.
 10. Secretary (Rural Development), Govt. of Karnataka
 11. Secretary (Rural Development), Govt. of Kerala
 12. Secretary (Rural Development), Govt. of Madhya Pradesh
 13. Secretary (Rural Development), Govt. of Gujarat
 14. Secretary (Rural Development), Govt. of Punjab
 15. Secretary (Rural Development), Govt. of Haryana
 16. Secretary (Rural Development), Govt. of Meghalaya
 17. Secretary (Rural Development), Govt. of West Bengal
 18. Secretary (Rural Development), Govt. of Tamil Nadu
 19. Secretary (Rural Development), Govt. of Bihar
 20. Shri Ranji Thomas, Non-Official Member,
Advocate and Social Worker,
72-B, Pocket-K, Phase-II,
Sheikh Sarai, New Delhi – 110 017.
 21. Shri Arun Jain Non-Official Member,
Youth Leader and Social Worker,
BJ-105, Shalimar Bagh (West),
Delhi – 110 088.
 22. Shri Srinath Mishra Non-Official Member,
Journalist, Economist and Youth Leader,
Charnapada, PO: Debidwar,
District Jajpur, Orissa.
-

No. M-12012/2/2003-SSD
Ministry of Statistics and Programme Implementation
Central Statistical Organisation
(Social Statistics Division)

Wing 6, West Block 8,
R.K. Puram, New Delhi- 110 066

Dated: 21st February 2005

OFFICE MEMORANDUM

Subject: Constitution of the Sub-Group I on Basic Statistics for Local Level Development

In pursuance of the recommendations of the Reconstituted High Level Expert Committee on Basic Statistics for Local Level Development, it has been decided with the approval of the competent authority to set up a Sub-Group to look into data requirements, frequency of collection of data and redesigning of the village schedule. It would also examine the feasibility of disaggregation of population census, economic census, election commission data, etc. in respect of the 18 districts in which the pilot studies were undertaken to ensure consistency.

The Sub-Group will also examine the need for fresh District/Block intensive pilot studies in the same states or new states along with the financial requirements.

The composition of the sub-group will be as follows:

Chairman:

Dr. (Ms) Rohini Nayyar
Senior Consultant
Planning Commission
Yojana Bhawan
New Delhi

The members of the sub-group would consist of representatives of the following:

- Registrar General of India
- National Informatics Centre
- Ministry of Health and Family Welfare
- Ministry of Human Resource Development
- Ministry of Panchayati Raj
- Ministry of Rural Development

- Ministry of Agriculture
- NSSO, SDRD
- DES, Maharashtra

DDG (SSD) would be the convenor of the sub-group.

The Group would be required to submit its report to the High Level Expert Committee within a period of three months from the date of issue of this Office Memorandum. The Group may co-opt any other expert to assist in its functioning, whenever required.

(S.K. Gupta)
Director

To

The Chairman and All Members of the Sub-Group

Copy to:

1. Sr. PPS to Secretary, Ministry of Statistics and Programme Implementation
2. AS & FA, Ministry of Statistics and Programme Implementation
3. Director (IFD), Ministry of Statistics and Programme Implementation
4. Director (Admn), Ministry of Statistics and Programme Implementation
5. PS to ADG (GR)/ DDG (SSD)

(S.K. Gupta)
Director

**No. M-12012/2/2003-SSD
Ministry of Statistics and Programme Implementation
Central Statistical Organisation
(Social Statistics Division)**

**Wing 6, West Block 8
R.K. Puram, New Delhi - 110 066**

Dated: 21st February 2005

OFFICE MEMORANDUM

Subject: Constitution of the Sub-Group II on Basic Statistics for Local Level Development

In pursuance of the recommendations of the Reconstituted High Level Expert Committee on Basic Statistics for Local Level Development, it has been decided with the approval of the competent authority to set up a Sub-Group to look into the institutional mechanism and related aspects including the linkages between different levels of Government in the States.

The Sub-Group will also examine identification of the agency and the nodal officer for collection and aggregation of data at different levels. It will also decide the authority of ownership of data involving panchayats, which can be assigned the work of maintaining the datasets.

The composition of the sub-group will be as follows:

Chairman:

Dr. G. Raveendran
ADG (NABS), CSO
Ministry of Statistics and Programme Implementation
Sardar Patel Bhawan
Sansad Marg
New Delhi

The members of the sub-group would consist of representatives of the following:

- Registrar General of India
- National Informatics Centre
- Ministry of Panchayati Raj
- Ministry of Rural Development

- Ministry of Urban Development

-
- DES, Meghalaya
 - DES, Kerala
 - DES, Punjab
 - DES, Gujarat

Director (SSD) would be the convenor of the sub-group.

The Group would be required to submit its report to the High Level Expert Committee within a period of three months from the date of issue of this Office Memorandum. The Group may co-opt any other expert to assist in its functioning, whenever required.

(S.K. Gupta)
Director

To

The Chairman and All Members of the Sub-Group

Copy to:

1. Sr. PPS to Secretary, Ministry of Statistics and Programme Implementation
2. AS & FA, Ministry of Statistics and Programme Implementation
3. Director (IFD), Ministry of Statistics and Programme Implementation
4. Director (Admn), Ministry of Statistics and Programme Implementation
5. PS to ADG (GR)/ DDG (SSD)

(S.K. Gupta)

*Annexure VIII***Report of Sub-Group-I on Basic Statistics for Local Level Development constituted under the chairpersonship of Dr. (Mrs.) Rohini Nayyar, Senior Consultant, Planning Commission**

The decentralisation initiated by the 73rd and 74th amendments of the Indian Constitution has given greater responsibilities and powers to the Panchayats and Nagar Palikas as the third tier of governance offering a new era of opportunity for local planning, effective implementation and monitoring of various social and economic development programmes in the country. In this contest there is a need for the National Statistical System to assist the various agencies in this challenging endeavour.

2. A number of Committees in the past had suggested the compilation of regular information from village and block levels. As the constitution has given powers to the local bodies for preparation of local level plans and their implementation, it is becoming increasingly necessary to have decentralised databases on population size and its characteristics for micro level planning of various development programmes. This has necessitated development of databases systematically from grass root level. In this context, the National Statistical Commission had recommended that a Committee of Experts comprising representatives from the concerned agencies might be constituted to review the efforts already made in the past by various Groups and Committees and suggest a minimum list of variables on which data needed to be collected at the local level for rural and urban areas. The Committee should suggest a comprehensive scheme for collection of data in pre-designed formats, with periodic updation, aggregation at higher administrative level (Block/District/State/National) for each variable, agencies responsible for collection, compilation and aggregation, and transmission of information from Blocks downwards to Panchayats/Local bodies and upwards to District/State/ National levels.

3. A High Power Expert Committee under the chairmanship of Dr. S.P. Gupta, the then Member Planning Commission was constituted to look into all aspects related to development of basic statistics for local level development. The Committee proposed that a pilot study might be conducted in rural areas of some selected states, to test a format containing a minimum number of selected variables on which the data would be collected, compiled, aggregated, and transmitted from Blocks downwards to Panchayats / Local bodies and upwards to District/State/ National levels. In all, the pilot studies were organized in eight states. The High Power Expert Committee originally decided to conduct the pilot studies in six states viz., Haryana, Gujarat, Karnataka, Kerala, Meghalaya and West Bengal. However, later on two more states, namely, Bihar and Tamilnadu were also included for the study. Finally Tripura was also included for the same. *In order to conduct the pilot studies, a Schedule of Enquiry as well as an Instruction Manual for the field staff was finalized after discussions in the meetings of the said committee.*

4. After dissolution of Planning Commission, a new committee has been reconstituted under the Chairmanship of Prof. Abhijit Sen, Member Planning Commission. The first meeting of reconstituted Committee was held on 18th January 2005 wherein the participants were apprised about the experiences gained in the pilot studies conducted in nine states. The

revised village level schedule incorporating the changes made on the basis of feedback of pilot studies was also discussed.

5. After detailed discussions, the High Level Expert Committee decided to constitute two sub-groups. The terms of reference of Sub-group-I were to look into data requirements, frequency of collection of data and redesigning of village schedule. It would also examine the feasibility of disaggregation of population census, economic census, election commission data, etc. Accordingly, the first Sub-group-I was constituted on 21st February, 2005 under the chairpersonship of Dr.(Mrs) Rohini Nayyar, Senior Consultant, Planning commission. The other members of the Committee are representatives of Registrar General of India, National Informatics centre, Ministry of Health & Family Welfare, Ministry of Human resource Development, Ministry of Panchayati Raj, Ministry of Rural Development, Ministry of Agriculture, NSSO, SDRD and DES Maharashtra. Committee was required to submit its report within three months time. However, the tenure of the Sub-group has been extended upto 31st December, 2005.

6. The first meeting of sub-group-I was held on 14th March 2005 to discuss, inter-alia, data requirements at village for local level planning. In the meeting it was decided to examine the availability of data of population census at village level in reference to pilot studies done for 18 districts and also to seek comments of the Members and all States Directorate of Economics and Statistics on revised schedule.

7. Findings and Recommendations of the Sub-Group-I

(i) In so far as data of population census is concerned, it is not comparable with the data contained in the reports of pilot studies got done by the CSO in 9 States. On examination it was found that the reports contained blocks level data which could not be segregated upto village and as such it could not be compared with village level data provided by RGI Office.

(ii) The District Census Handbook contains the following indicators at village level.

- a. **Identification of village particulars** i.e. State, District, Tehsil/Taluka, C.D. Block, Village, Area of village
- b. **Population data** Gender-wise population, Scheduled Caste and scheduled Tribe, number of households
- c. **Amenities Data:**

Educational facilities - Number of primary, middle, secondary, senior secondary schools, colleges, industrial school, training school, adult literacy class/centre, other educational facilities

Medical Facilities - Number of allopathic, ayurvedic, unani, homeopathic hospitals and dispensaries, number of maternity and child welfare centre, health centre, primary health centre, family welfare centre, T.B. clinic, nursing home, registered private medical practitioners, subsidised medical practitioners, community health workers, other medical facility

Drinking Water- Tap water, well water, tank water, tubewell water, hand pump, river water, canal, lake, spring, other drinking water sources, source of drinking water during summer

Post, Telegraph and Telephone facilities- Number of post office, Telegraph office, number of telephone connections,

Communication- Bus services, Railway services, Navigable water way including river, Canal etc.

Credit Facility- Number of commercial banks, co-operative **commercial bank, credit societies, agricultural credit societies, other credit societies**

Recreation and Cultural Facilities- Number of cinema/video-hall, sports club, stadium / auditorium etc

Approach to Village- Paved road, mud road, foot path, navigable water, navigable canal, navigable water way other than river or canal, nearest town

Power Supply- Electricity for domestic use, Electricity for agriculture use, Electricity for other purposes, Electricity for all purposes

News and Magazines- If news papers and magazines arrived in village

d. Land Use- Area under different types, Forest, Area Irrigated by source, government canal, private canal, well without electricity, well with electricity, tube well with or without electricity, tank, river, lake, waterfall, others, total irrigated area, un-irrigated area, culturable waste (including gauchar and groves), area not available for cultivation

(iii) The village directory information is collected by Census Officers from the records of the villages maintained by the various village functionaries e.g. Health worker, ANM, Anganwari, Chowkidar, village Pradhan, patwari etc. The village-wise information available in District Census Handbook contains most of the critical indicators required for local level planning. Since the Census data is available after a gap of 10 years, **there is need to update the village directory on annual basis.**

(iv) The Central Ministries, which are member of the Committee as well as all State Governments, were requested to send their comments on revised schedule as well as system of collection of village level statistics. Some of the States are maintaining block/district level information in their district statistical handbook though items of information vary from state to state. Most of States have expressed their inability to collect village level information on regular basis due to inadequate staff/vacant posts, financial constraints, etc. The Committee is of the opinion that it is not desirable also to collect such huge information for all the villages in the country. It will be appropriate to have such information at district level, which may be used for local level planning. For this purpose, information collected by Census in the form of village directory can be used for local level planning. However, a system could be evolved by the State governments to update the census information on annual basis so that year-wise information on all the basic parameters of village are available for local level planning. However, data from Census on Amenities and Land Use is not available for many years after

the Census e.g. the 2001 District Census reports are still not available. It is required to expedite availability of data at district and sub-district levels so that their validity does not diminish over time and they can be used for analysis and local level planning.

(v) On the basis of feedback/suggestions received from some of the Central/State Governments Offices, the schedule has been further modified by incorporating the suggestions keeping in view its practicality and utility. The committee is of the opinion that State Governments should maintain these data at district level for all the districts. If the State Governments desires they can conduct pilot studies in one or two villages in a district on sample basis to examine the feasibility/quality of village level data with existing resources.

(vi) With regard to institutional mechanism for reporting/updating the village level data, the Sub-group II has been constituted under the chairmanship of Additional Director General, CSO which will submit its report separately.

Report of the Sub-Group II on Basic Statistics for Local Level Development**1. Introduction**

The Sub-Group II was constituted vide OM No. M-12012/2/2003-SSD dated February, 2005 as per the recommendations of the Reconstituted High Level Expert Committee on Basic Statistics for Local Level Development to look into the institutional mechanism and related aspects including the linkages between different levels of Government in the States. The Sub-Group was required to identify the agencies and nodal officers at different levels for collection and aggregation of data and recommend measures to make Panchayats to own and maintain the datasets.

The Sub-Group was headed by Dr.G.Raveendran, Additional Director General, and Central Statistical Organization. He continued as the Chairman of the Committee after his retirement in June, 2005. The other members of the Sub-Group included representatives from some of the Central Government Departments and State Directorates of Economics and Statistics.

The Sub-Group had its first meeting on April 19, 2005. The Group noted that most of the data for local level development are available with the functionaries of different development agencies at the local level. However, the major issues which need to be addressed to establish a regular mechanism for reporting of reliable statistics on local area development are those of coordination, validation, aggregation and transmission of data. It would involve the ownership of data by the Panchayati Raj institutions and positive contribution of statistical agencies for coordination and ensuring statistical quality and standards.

The Directorates of Economics and Statistics of all the states were requested by the Central Statistical Organization vide letter no: M-12012/2/2003-SSD dated March 30, 2005 to provide the details of existing institutional mechanism for the collection of village/ district level statistics. In addition, the Chairman of the Sub-Group visited Kerala (June 18-20, 2005), Karnataka (October 6-8, 2005), Maharashtra (December 15-17, 2005) and Haryana (January 12-14, 2006) to familiarize with the systems prevailing in these states. The chairman also had detailed discussions with Shri.Gharola, Director in the Department of Women and Child Development. The draft report has been prepared on the basis of the above interactions and inputs received from some of the states in writing.

2. State Practices

The practices prevailing in different states as assessed through the field visits and inputs received in writing are given in the following paragraphs.

2.1 Kerala

Kerala is administratively divided into 14 districts and 63 Taluks. Though there are 1452 villages in the state, the local administrative unit is the Gram Panchayat. Each Gram Panchayat has a geographical area of not exceeding 10 sq. kms with 10 to 20 Panchayat wards. Each Panchayat ward would have approximately 500 households or about 2500 persons.

A group of Panchayats constitute a block. There are 152 blocks and on an average 6 to 7 Panchayats are included in a block.

2.1.1. Panchayat level workers and the reporting mechanism

There is an Anganwadi worker for a population of about 200 households in every Panchayat ward. There could be one or more Anganwadi workers in a Panchayat ward depending on the population of the ward. The Anganwadi workers have to maintain several registers on their day to day activities. Some of the important registers are the following:

- ✓ survey register
- ✓ birth register
- ✓ pregnant women register
- ✓ lactating mother register
- ✓ mother and child care card and
- ✓ immunization register

Details of population, immunization of children, birth and death, pregnant women, etc. are being maintained by the Anganwadi workers on an on-going basis. The Anganwadi workers send regular reports to ICDS supervisors belonging to Social Development Department at the Panchayat level. The data thus received are consolidated and sent to Child Development Project Officer (CDPO) at Block level and District Social Welfare Officer at the district level.

Though there is a Research Assistant from the Planning and Statistics Department. at the block level, he acts as an extension officer for planning and monitoring and does not have any control on ICDS data. There is, however, a junior statistical investigator at the District Social Welfare Office who consolidates the data received from the block development officers in each district.

The other functionary at the Gram Panchayat level is the Junior Public Health Nurse (JPHN). Each Panchayat has a primary health center (PHC) and each of them may have 3 to 5 sub centers. The JPHN are attached to the sub centers and on an average there is one JPHN for a population of 5000. These workers also maintain a number of registers and some of the important registers are the following:

- ✓ register of pre-natal cases
- ✓ child health register

-
- ✓ sterilization register
 - ✓ immunization register,
 - ✓ eligible couple register, and
 - ✓ Mother and Child Care Record

The JPHN and Anganwadi workers have regular inter-actions and data sharing amongst them. The JPHN send regular reports to the medical officer in the Primary Health Centre. The District Medical Officer receives report from the Primary Health Centres and those are consolidated and send to the Director of Health Services at the State Capital. It is mandatory to verify each reported case of maternal death by the District Medical Officer. There is, therefore, an apprehension that the report sent by the District Medical Officer to the Director Health Services may include only those cases which have been verified.

The other functionaries working at the Panchayat level are the Panchayat Secretary, Village Officer of the Revenue Department and the extension workers in the Block Development office. In addition, there is an elected representative for each Ward of every Panchayat. These Ward members keep complete account of the population and infrastructural facilities in each Ward.

The Government of Kerala is now considering a scheme to constitute Panchayat level Statistics Committees and Block Level Statistics Committees with officials of the Directorate of Economics and Statistics as the Member Secretaries.

2.1.2 Reports by Anganwadi Workers

The Anganwadi workers send a number of reports every month to the ICDS supervisors. These include the following:

- ✓ Anganwadi Monthly Progress Report
- ✓ Anganwadi level monthly report
- ✓ Monthly progress report of Self Help Groups (SHG).

2.1.3 Reports by the JPHN

Each JPHN prepares and submits a monthly report relating to the sub-centre. It contains detailed information on various aspects of health care including antenatal cases, no. of pregnant women, number of deliveries, pregnancy outcomes, maternal deaths, still births, etc.

2.2 Karnataka

2.2.1 The Organizational Structure of DES

The Directorate of Economics and Statistics (DES) is a part of Planning and Statistics Department headed by the Additional Chief Secretary and Planning Secretary. There is a separate State Planning Board which advises the Chief Minister on planning issues.

The Directorate of Economics and Statistics is having seven Technical Divisions each headed by a Joint Director and one Administrative and Accounts Division headed by an Administrative Officer. The specific Divisions are the following:

-
- ✓ Civil Registration, National Sample Survey and Local Body Statistics
 - ✓ State Income, Industries and Prices
 - ✓ Agricultural Census, Rainfall and Computer
 - ✓ Agricultural Statistics
 - ✓ Crop insurance Scheme
 - ✓ Publication
 - ✓ Economic Census
 - ✓ Administrative and Accounts

The Technical Divisions are manned by Deputy Director/ Assistant Director/ Assistant Statistical Officers, Statistical inspectors and Enumerators.

There is a District Statistical Office in each of the 27 districts in the state and these offices are headed by a District Statistical Officer at the level of a Deputy Director. Assistant Director, Assistant Statistical Officers, Statistical inspectors and Enumerators assist the District Statistical Officers. However, the number of supporting staff in each of the District Statistical Offices varies according to the size of the district.

At the Taluk (Tehsil) level, atleast one Statistical Inspector and an enumerator are posted in the office of the Tehsildar for the purpose of statistical work in each of the 175 Taluks. The statistical staff in the Office of the Tehsildar is responsible for all statistics emanating from the Revenue Department like rainfall statistics, weather and crop reports, birth and death reports, price data collection, etc. District Statistical Officer supervise and check the statistical reports sent to the Head Office.

2.2.3 Panchayat System and Functionaries

The state of Karnataka has 27 districts, 175 Taluks and 29483 villages. For development purposes the villages have been grouped into 5659 Gram Panchayats, 175 Taluk Panchayats and 27 Zilla Panchayats.

The Zilla Panchayat is headed by a chief Executive Officer and assisted by the following officers and other subordinate staff.

- ✓ Deputy Secretary (Administration)
- ✓ Deputy Secretary (Development)
- ✓ Chief Account Officer
- ✓ Chief Planning Officer and
- ✓ Project Director

The Chief Planning Officer is largely on deputation from the Directorate of Economics and he is assisted by an Evaluation officer and an Assistant Statistical Officer who are responsible for the compilation of district level performance indicators and development statistics.

The Chief Executive Officer of the Zilla Panchayat also coordinate the district level activities of various development departments like Animal husbandry and veterinary, Social forestry, Water development, Education, Backward classes and minorities, Agriculture, Horticulture, Social welfare, Indian system of medicine, Health and family welfare and Women and child development.

The next lower level of Panchayat system is Taluk Panchayat. The number of Taluks in each district varies from 3 to 11 with an average of about 6.5 Taluks per district. Each Taluk Panchayat is headed by an Executive Officer assisted by technical and administrative staff including a statistical Inspector. The Statistical Officer is responsible for collecting a variety of development statistics relating to Panchayat.

At the lowest level is the Gram Panchayat for a group of about 5 villages. A Panchayat Secretary, who maintains various administrative records relating to the Panchayat, assists the Panchayat President. There is also a village accountant for a group of 2-3 villages who maintains all revenue records including tax collections. The jurisdiction of village accountant is not co-terminus with the boundaries of the respective Gram Panchayat in some cases. In other words, the jurisdiction of village accountants sometimes cut across Panchayat boundaries. It would be useful, if this anomaly is rectified by suitable re-allocation of villages for obtaining consistent set of data including land utilization statistics in respect of each Panchayat. There are a number of grass root level workers in each Gram Panchayat. These include Watermen, bill collectors, Anganwadi workers and ANMs. In each Panchayat, there are Community Health Centres (CHC), Primary Health Centres and sub-Centres. There is one ANM in each sub-Centre and 45 sub-Centres constitute a Primary Health Centre.

As in other states, the jurisdiction of each Anganwadi worker consists of a population of about 200 households in each village. There could also be more than one Anganwadi worker for a village depending on the population of the village. The jurisdiction of an ANM is the sub-Centre and consists of about 1000 households. The registers and records being maintained by the Anganwadi workers and ANMs are almost the same in each state. Details of population, birth and death, pregnant women, migration, immunization of children etc. are available from the records maintained by these workers. Details of land use, tax collection, livestock, houses, projects implemented, etc are available from the Panchayat Secretary and village accountants. These functionaries send periodical reports to the respective controlling agencies. There is also a system of sending statistical report on general particulars about village. This is being consolidated at Taluk and Zilla Panchayat level and sent to Government in Rural Development and Panchayat Raj Department.

Consolidation and Data sharing

Consolidation and sharing of data between various development agencies take place at the district level. On eleventh of every month, there is Karnataka Development Programme (KDP) meeting at the district level and representatives of all the development agencies participate in the meeting. Once in a quarter, the Minister in charge of the district chairs the KDP meeting. The data sets available with different agencies are shared in these meetings. The Chief Planning Officer of the Zilla Panchayat is vested with the responsibility of compiling and maintaining local level statistics on various aspects. The items of information thus being collected include population, infrastructure, education and literacy, area and land utilization, crop production, live stock, industrial units, cooperatives, credit and loans, health and family welfare, etc.

The compilation and consolidation of local level statistics is, however, being undertaken as a one-time operation rather than as a continuous regular operation. There is also no direct involvement of DES in the compilation and consolidation of these statistics though the

officers and staff involved in the exercise in Zilla and Taluk Panchayats are taken from DES.

Some Suggestions

It may not be very difficult for the Government of Karnataka to introduce a regular reporting and data sharing mechanism for local level statistics by strengthening the statistical coordination mechanisms at the Taluk and District levels. Some of the suggestions in this regard are the following:

- ✓ The jurisdiction of village accountants may be rationalized so as to ensure that these do not cut across Gram Panchayat boundaries
- ✓ The statistical reports being sent by the village level workers may be shared and consolidated at the Taluk and Zilla Panchayat level
- ✓ The District Statistical Officers and the Statistical staff at the Taluk level may exercise the necessary quality check and supervision of the entire system
- ✓ The information technology resources at the Taluk and District levels may be strengthened to facilitate web enabled data transmission and consolidation.

2.3 Maharashtra

2.3.1 The Organizational Structure of DES

The Directorate of Economics and Statistics (DES), headed by the Director, has six Technical Divisions, consisting of Evaluation, Co-ordination, State income, Training, Electronic data processing and Economic census. The Divisions are headed by an Additional Director, except the State Income and Training Divisions which are headed by Joint Directors. These Divisions have other officers and staff including Deputy Directors, Research Officers, Statistical Officers, Research Assistants, etc.

The state is administratively divided into 6 regions, 35 districts, 353 Tehsils and 41095 inhabited villages. Within each district, there are Sub-Divisions consisting of a group of Tehsils and circles consisting of a group of villages in each Tehsil depending on area and population. The field formation of the DES consists of six Regional Offices and 31 District Statistical Offices. Each Regional Office is headed by a Joint Director and assisted by 25 to 30 other technical officers and staff including about 10 Statistical Assistants and 15 Investigators.

The district Statistical Office is headed by the District Statistical Officer and assisted by about six other technical staff including four statistical assistants. The DES has no office or staff at Tehsil or lower levels.

2.3.2 The Panchayat System and Functionaries

The Panchayat system in the State consists of 33 District Panchayats, 349 Intermediate Panchayats or Blocks and 28553 Gram Panchayats. Thus, each Gram Panchayat consists of one or two villages, on an average, and each Block consists of about 82 Gram Panchayats.

The District Panchayat is headed by the Chief Executive Officer (CEO) and assisted by a few technical and administrative officers and staff including the Project Officer, DRDA. The

district Panchayat coordinates various developmental activities and execute projects upto specified size limit.

The Planning Officer is not with the District Panchayat, but with District collector under the Revenue Department. There are about six to seven statistical staff including a Planning Officer in the office of the District collector for planning work. These persons are on deputation from the DES. The arrangement for District Planning is different from that in Karnataka where it is performed by the District Panchayat.

The intermediate level Panchayat is at the Tehsil level and is headed by the Block Development Officer (BDO). He is assisted by a group of engineers, Block Education Officer, Child Development Project Officer (CDPO) and others including a Block Statistical Assistant of the Rural Development Department.

At the level of Gram Panchayat, the only official available is the Gram Sevak. He maintains a number of records/ registers including the Income and Expenditure Register, Birth and Death Register, Asset Register and House Tax Assessment Register. These records contain useful data on various village assets/ infrastructure, private houses, etc. Talati or village officer is the village level revenue official who maintains revenue records including land use statistics. His jurisdiction often consists of more than one Gram Panchayat.

As in other states, the two important village level workers are Anganwadi worker and Auxiliary Nurse/ Midwife (ANM). There is an Anganwadi worker for a population of about 200 households and there could be more than one worker in a village. In the case of Phalegaon Panchayat there are three Anganwadi workers. The jurisdiction of an ANM is the sub-centre which caters to a population of about 5000 persons. The registers and records being maintained by the Anganwadi workers and ANMs contain details of population, birth and death, pregnant women, immunization of children, etc. These functionaries send periodical reports to their respective controlling officers and there is no formal arrangement for sharing the information with the Panchayat and it has no role in monitoring the activities of these functionaries.

Though the jurisdiction of the Block Development Office is the same as Tehsil, both the Block Development Officer and the Tehsildar have two different Offices. The Tehsil officers are computerized and land records are maintained in computers.

2.3.3 Data Sharing

There is no formal data sharing mechanisms between different agencies working at Gram Panchayat, Tehsil or District levels. In fact there are multiple lines of control and reporting mechanisms. In the case of revenue officials, the line of reporting is from village officer (Talati) to the Circle Officer, Tehsildar and District Collector. The channels of reporting in the case of different functionaries at Gram Panchayat, block Development Office and District Panchayat Office are through the respective line of control of the respective Departments. The reports being received by different Departments are generally not being integrated at any stage.

The Directorate of Economics and Statistics is not involved in the preparation of statistical reports based on administrative and other reports of the functionaries at the Panchayat level. However, the DES collected village wise detailed information on various aspects including

education, health, water facilities, village amenities, etc for the development of a GIS by the Maharashtra Remote Sensing Application Centre. The data were collected and validated over a period of about two years and no attempt could be made to update the data. The Information Technology Department of the State Government has also developed a database of voters and ration card holders in the state.

2.4 Haryana

2.4.1 The Organizational Structure of DES

In Haryana, the planning and statistical activities are placed under an Economic and Statistical Adviser (ESA). The ESA is assisted by two Additional Economic and Statistical Advisers - one each for Planning and Statistics. The Additional ESA (Statistics) is supported by a Joint ESA and five Deputy ESAs for various statistical functions. The Additional ESA (Planning) is assisted by two Deputy ESAs – one for plan formulation, decentralized planning and monitoring and the other for plan evaluation and twenty point programmes.

At the district level, each of the districts has a District Statistical Office headed by a District Statistical Officer and assisted by a few statistical staff. These officers prepare District Statistical Abstracts, Municipal Year Book and District Socio Economic Review. The District Statistical Officers are also responsible for the compilation of various socio-economic data, particularly relating to prices, market arrivals, local body budget, capital formulation, state income, etc.

In each district, the Additional Deputy Commissioner is the Chief Planning and Development Officer, supported by a Planning Officer. The district Planning Officer is responsible for preparation and implementation of annual action plan under decentralized planning, implementation of Member of Parliament Local Area Development (MPLAD) scheme and monitoring of implementation of projects under decentralized planning. The annual plans under decentralized planning are prepared on the basis of inputs received from various development agencies and elected representatives of people and not based on any objective assessment of local situation.

2.4.2 Panchayat System and Functionaries

Haryana has a three-tier Panchayat system with 19 Zilla Parishads at the district level, 119 Panchayat Samities at the block level and 6194 Gram Panchayats covering all the 6988 villages. The Zilla Parishad is headed by the president, an Additional District Commissioner of the District, who is assisted by a group of support staff consisting of Accounts Officers, Superintendents, Accountants, Assistants, Clerks, Stenographers, etc. There is also a District Development Panchayat Officer (DDPO) under the District Commissioner, who is involved in district level decentralized planning.

The Panchayat Samiti is headed by the Chairman, who is the Block Development Officer. There are engineers and a few technical officers assisting the Block Development Officer on various activities at the Block level.

At the Gram Panchayat level, Sirpanch is the head who is assisted by the Gram Sachiv, the only official reporting to the Sirpanch. The village level officials of various Departments like

the Anganwadi worker, Auxiliary Nurse Midwife (ANM), revenue officials, etc do not report to the Gram Panchayat.

The Panchayat Raj Act, 1994 came into effect in Haryana on April 22, 1994. Under the legislation, Panchayats at all three levels have been entrusted with the duties and functions with regard to 29 subjects listed in the Eleventh schedule of the constitution. However, the necessary funds and functionaries have not been transferred to the Panchayati Raj Institutions so far. The process of strengthening the three tiers of Panchayats in the state has now been initiated as per the decisions taken by the Union Minister for Panchayati Raj and the Chief Minister of Haryana on 22nd August, 2005. An exercise of activity mapping to ascertain as to what funds, functions and functionaries of various departments could be assigned to the three tiers of Panchayati Raj Institutions is presently under progress.

2.4.3 Data Sharing

There is no data sharing between various agencies functioning at the Gram Panchayat, Panchayat Samiti and Zilla Parishads. The functionaries of different departments do have vertical system of reporting and at no stage the data sets get integrated to have a holistic view of any geographical region in all the dimensions of development. The Panchayati Raj Institutions do not have any access to such data sets and recently an exercise has been initiated to collect comprehensive data on village characteristics and infrastructure in respect of each village through a pre-designed schedule. The effort is still continuing with some success.

2.5 Tamil Nadu

There are 30 districts, 385 blocks and 17,244 revenue villages in Tamil Nadu. The Directorate of Economics and Statistics has its officers posted at the District, Divisional and Block levels. At the District level, there are District Statistical Officers headed by Assistant Directors, Divisional Statistical Officers are posted at the Divisional level who supervise the work of Block Statistical Inspectors at the Block level. Each Block consists of about 60 villages and as such, it will be difficult for the Block Statistical Inspector to visit all the villages within the Block frequently.

The State has a three tier Panchayat system as in most other states. There are 12618 village Panchayats, 385 Block level Panchayats and 30 District Panchayats. The Village Panchayats are headed by Village President, Block Panchayats by Union Chairman and District Panchayats by District Secretary.

Basic statistics for local level development planning are not presently being collected by the DES.

2.6 Other States

The state of Orissa has a system of collection of data on village level through investigators of the Directorate of Economics and Statistics on a regular basis. DES has evolved appropriate schedules and guidelines for the purpose.

The DES, Sikkim does not have any office at the sub-district level or block level. At the moment, data are collected by the Department through District offices.

In Himachal Pradesh, the DES does not have any statistical staff at the Block level and there is acute shortage of manpower.

Andhra Pradesh has a system of collecting statistics for local level planning once in a year through Mandals which are being published in the name of Mahal Ganaka Darshini (MGD).

In Uttar Pradesh, village level statistics are being collected once in a year through "Gram Vikas Adhikari/ Gram Panchayat Vikas Adhikari" and published in the form of District Statistical Bulletins.

The DES Bihar has statistical officers at the level of "Pramandal (Division)" District and "Praghand". It does not have any statistical staff at the level of Panchayat and village. Thus the DES is not able to compile quality statistics at Panchayat level.

3. Findings and Recommendations

The major findings of the field visits and reports received from some of the states are summarized in the following paragraphs.

3.1 Implementation of Panchayat Raj System

The Panchayati Raj System is under different stages of implementation in different states. While the system has become fully functional and local level planning as well as developmental activities have become its rightful functions in some of the states, in other states the Panchayati Raj Institutions have not been given the requisite powers, funds and functionaries. Though decentralized planning has become an important subject of Government activity, it is managed by different agencies in different states. The Panchayati Raj institutions are responsible for decentralized planning only in some of the states.

3.2 Geographical coverage of Panchayats

In Kerala, each Gram Panchayat has about 10 to 20 Panchayat wards within an area of about 10 sq.kms. Karnataka has 5659 Gram Panchayats covering 29,483 villages. Thus each Gram Panchayat has about 5.2 villages. In Maharashtra and Haryana, the number of villages per Gram Panchayat is 1.4 and 1.1 respectively. The state wise details are given in Table I.

Table I: Number of villages per Gram Panchayat

State	Number of Gram Panchayats	Number of Villages	Number of Villages per Gram Panchayat
Kerala	991	-	10- 20 Panchayat wards
Karnataka	5659	29483	5.2
Maharashtra	28553	41095	1.4
Haryana	6194	6988	1.1

There are also considerable variations in the average number of Gram Panchayats per Intermediate and District Panchayats across the States. While the average number of Gram

Panchayats per Intermediate Panchayat varied from 6.5 in Kerala to 114.7 in Maharashtra, the number of Gram Panchayats per District Panchayat varied from 70.8 in Kerala to 865 in Maharashtra. The situation in the four States is given in Table 2.

Table 2: Number of Gram Panchayats per Intermediate and District Panchayat

State	District Panchayat (D.P)	Intermediate Panchayat (I.P)	Gram Panchayat (G.P)	G.P per I.P.	G.P. per D.P.
Kerala	14	152	991	6.5	70.8
Karnataka	27	175	5659	32.3	209.6
Maharashtra	33	249	28553	114.7	865
Haryana	19	119	6194	52	326

The variations in the Geographical coverage of intermediate and district Panchayats have significant bearings on district level planning and data management.

3.3 Directorate of Economics and Statistics and Local Level Statistics.

In general, the Directorates of Economics and Statistics (DES) do not have any involvement in local level statistics. Though, many of them bring out district statistical handbooks, the data content of them are generally aggregates and averages and are not useful for Panchayat level assessment and planning. The village wise details as reported to the concerned line departments by the village level functionaries are not shared with the Directorate of Economics and Statistics of the respective state Governments.

3.4 Existence of Local Level Statistics

The functionaries at the village level particularly the Anganwadi workers, ANMs, Panchayat Secretaries and revenue officials maintain a large number of registers, records and reports containing upto date data sets on every aspect of each village. There is, however, no mechanism to check the reliability of such statistics and to consolidate them at the Gram Panchayat level.

3.5 Ownership of the Data

The ownership of the data being maintained by different functionaries is presently that of the concerned line Departments only and Panchayats are generally not consolidating and maintaining such data. The situation needs to be changed and the Gram Panchayats should consolidate, maintain and own village level data. All the functionaries at the village level including the Anganwadi worker, ANM, and revenue official should share the data possessed by them with the respective Gram Panchayats. Such data should be verified, consolidated and maintained by the Panchayats in pre-designed formats. The Panchayats should also own such data.

3.6 Ensuring Statistical Quality and Standards

It is necessary that the Directorate of Economics and Statistics in respective states play an important role in ensuring statistical quality and standards by providing the necessary

guidelines and training to Panchayat staff in the consolidation and maintenance of local level statistics. The DES through the District Statistical Offices or Block Statistical Offices should also arrange random checking of the quality of statistics maintained by Gram Panchayats.

3.7 Upward Transmission and Integration

The Gram Panchayats may compile the statistics in the prescribed formats by consolidating the data sets maintained by different village level functionaries as on 31st March of every year in triplicate. This work may be completed during the month of April. One copy of the report may be sent to the Block Statistical Office/ District Statistical Office as per the availability of statistical staff and another copy to the Intermediate Panchayat/ District Panchayat again as per the decision of the State Government. Considering the fact that the Panchayati Raj institutions are still at various stages of formation, the District Statistical Office/ Block Statistical Office should take up the computerization and aggregation of local level statistics and share the same with the Panchayati Raj Institutions.

4. Cost Estimates

The compilation of village level statistics at the Gram Panchayat level being an annual work, no additional staff could be employed for the purpose. The existing staff, particularly the Panchayat Secretary in coordination with the Anganwadi workers, ANMs, and revenue officials should take up this work. An honorarium of Rs1500/ (Rupees one thousand and five hundred only) may be paid to these workers for the compilation of village level statistics for each of the Gram Panchayats. The cost of training, quality checking, computerization and aggregation of village level statistics for each Panchayat by the District Statistical Office staff would be of the order of Rs.500/- (Rupees five hundred only) per Panchayat. Thus a sum of Rs.2,000/- (Rupees two thousand only) per Gram Panchayat would be required for the compilation of annual village level statistics. Since, there is a total of around Rs.2.35 Lakhs Gram Panchayats, the annual average expenditure would be about Rs.47 crores (Rupees forty seven crores only). Taking into account cost of the printing forms and other miscellaneous expenditures, the estimated annual budget requirement would be about Rs.50.00 crores.

Comments on Revised Schedule on Local Level Development Statistics

Sl.No.	Name of Organisation	Block/Sub-head	Suggestion
1.	Department of Agriculture & Cooperation	Block 4.4, Sub-head 4.4.1	Land utilisation statistics is being collected needs to be further expanded to include such categories as "Land Under Still Water", 'Social forestry', and 'Marshy land'
		Block 4.7, Sub-head 4.7.3	Employed as regular wage /salaried employed category need to be further classified both (i) employment as regular wage/ salaried employee in the agriculture sector as well as in non-agriculture sector. Similarly, Sub-heading 4.7.4 (rural labour) has to be further divided into two categories viz. agricultural labourer and non-agricultural labourer.
		Block 4.4, Sub-head 4.4.2	The information on area irrigated by source needs to be further disaggregated as (i) canal (both Government and Private), Wells, Tube wells, Tanks, Micro-irrigation including sprinkler and drip irrigation, and other source.
			Since in the revised schedule only area irrigated is envisaged, it has to be further expanded to include both area and number of operational holdings by size classes.
2.	Ministry of Human Resource Development, Department of Secondary and Higher Education	Para 4.3.1 (a) & (b)	The major size classes of operational holdings to be considered are marginal (below 1 hect), small (1-2hects), Semi-medium (2-4 hect), medium (4-10 hect) and large (10 hect. And above).
		Item no. 4.3.2 to 4.3.8	It is understood that the information in respect of this para for literate population will be collected from census data or by a household approach
			The information will be collected from schools. While collecting educational data 30 th September of the year may be taken as reference as is being currently done by the Ministry.

Sl.No.	Name of Organisation	Block/Sub-head	Suggestion
			Since the data are being collected for local level development planning, it would be appropriate if an item in respect of "Reasons for Drop Outs in Schools" be included in the schedule.
3.	Government of Sikkim, Directorate of Economics & Statistics, Monitoring and Evaluation Planning and Development Department		They do not have any offices at the sub-district level or block level. In order to collect data from village level it would be necessary to have a functionary at the district level and could be given the responsibility for collecting the data on regular basis. It is suggested that a functionary connected to village panchayat be given the task of collecting data by paying him an honorarium for this duty. The other method would be to engage an educated unemployed person and engage him on a fix payment basis. Their Department may be given the responsibility for collecting the data from the village level and compiling them for village level reports.
4.	Department of Economics & Statistics, Chennai	Block 3	It is suggested to include the following items in the block 3(a) (distance from the nearest village) <ul style="list-style-type: none"> i. Sub-centre/ PHC (Nos.) ii. Police Station (including out-post) iii. Anganwadi-Noon meal centre iv. Cooperative Society v. Community centre with or without radio vi. Internet facility vii. Cable TV viii. Recreational area (Club, Park, Garden etc.) ix. Percentage of house having electricity

Sl.No.	Name of Organisation	Block/Sub-head	Suggestion
			Regarding Institutional Mechanism available in the State, the three tier system is functioning at village level by village president, block level by Union chairman, and District level by District Secretary. At the village level, nearly 27 Departments are functioning dealing with Health, Revenue, Public Works, Highways, etc. At the district level, the Assistant Director (Statistics) is the head of the district. At division level, Divisional statistical Officers are supervisory officers to oversee the work of Block Statistical Inspectors. The Block Statistical Inspectors in the block are primary data collectors. For collecting village level data, Block Statistical Inspectors may be engaged. The study can be taking up on annual basis with the existing mechanism. The need financial assistance from CSO for printing blank forms and honorarium.
5.	Directorate of Economics & Statistics, Government of Maharashtra		The blank schedule for collecting Village level data on health, education, water facilities and certain amenities alongwith other details such as land utilisation, irrigation potential, trade & Cooperative societies, etc is enclosed. The information was collected for use of GIS by the Maharashtra Remote Sensing Application Centre, (Nagpur Government Undertaking). The information was collected with the help of staff of concerned departments. However it took more than two years to collect, compile and validate the information. It is suggested that these formats with suitable modifications/additions may be adopted for collection of basic statistics for local level planning. Due to vacant posts, it will not be possible for DES to collect the village level information independently. The existing institutional infrastructure of concerned department will have to be used to collect the required information.
6.	Directorate of Economics & Statistics,		Directorate of Economics & Statistics in UP also collects information on village

Sl.No.	Name of Organisation	Block/Sub-head	Suggestion
	Government of Uttar Pradesh		level statistics annually. A copy of village schedule in use by UP Govt. is enclosed. Most of the information contained in our village schedule is being collected by village level workers (Village development officers/Gram panchayat development officers).
7.	Directorate of Economics & Statistics, Govt of Bihar		<p>At present Directorate of Economics & Statistics is not involved in collection of village/panchayat level basic statistics. It is very essential to have primary worker at village/panchayat level. The system followed in Bihar is as follows:-</p> <p>Directorate of Eco. & Statistics (at State level) Pramandaliya Statistics Office(at Pramandal level)</p> <p>District Statistics Office (At District Level) Block Statistics Supervisor(Block level)</p> <p>Below block level, ie Panchayat/ Village level DES has no control. Therefore, there is a doubt of reliability of village/panchayat level data. It is very essential involve Statistical personnel for collecting data on regular basis.</p>
		3(a)	The following items should be included in the schedule: (i) Regular Market (ii) College of Technical Education (iii) Paramedical Institute (iv) School of teachers training (v) Cold Storage (vi) Godown Warehousing facility.
		4.2.2	Mental Disability
		4.3	(a)No. of drop outs at secondary level(9-10) (b) No. of students passed secondary level 9-10 (Preceding educational year) (i) Middle class 6-9 (ii) Secondary stage 9-10
		6.3	Mental disability
		8	(i) Electronic and Electrical Shop

Sl.No.	Name of Organisation	Block/Sub-head	Suggestion
			(ii) Hardware Shop
8.	Directorate of Economics & Statistics, Govt. of Andhra Pradesh		The blank schedule of village-wise and district-wise information collected by DES once a year is enclosed.
9.	Economics & Statistical Adviser, Haryana	Item 2. Item 3. Item 3a.	In this schedule, the information regarding availability of some basic facilities in the village is to be recorded. It is suggested that information regarding Street light and pucca streets may also be asked for. In this item of assets acquisition, the information regarding owning a personal telephone, T.V. Refrigerator, Scooter/ Motorcycle/Car can also be collected to judge the standard of living of the people of a particular area. Information regarding creche' and frequency of roadways buses to the nearest city may also be asked for.
10.	Economics & Statistics Department, Government of Himachal Pradesh, Shimla		Collection of village level data requires lot of efforts and manpower and due to acute shortage of staff at Directorate as well as District level, the collection of data could not be done at regular basis. The proposed list of indicators for data collection at village/Local Level is enclosed.
11.	Directorate of Economics & Statistics Orissa, Bhubaneshwar		The village schedule on basic data on demographic particulars, Education, Health, Village facilities, infrastructure etc. are required to be compiled and scrutinised on a regular basis in district level for proper functioning of grass-root level planning and proper collection of grass-root level data. The issues relating to institutional mechanism for identifying nodal agencies for collection and District level. District Statistical Officer should be the nodal Officer of the district. The blank Village Schedule (Village Index Card Scheme) is enclosed .
12.	Directorate of Economics & Statistics,		The Directorate is not collecting village level data directly from any functionary.

Sl.No.	Name of Organisation	Block/Sub-head	Suggestion
	Karnataka		But, the same is maintained by the Department of Rural Development and Panchayat Raj(RDPR). The RDPR format and the items similar to the items of the revised schedule are appended.
13.	Directorate of Economics & Statistics, Assam		<p>The coverage in the revised village schedule has been found to be quite comprehensive and exhaustive. At present collecting the entire information as per Village schedule may not be possible due to various limitations like non-availability of up to-date data records at village level, non-updating of Chitha book for Land Utilization Statistics, lack of manpower, inadequate machinery for collection of information at lower level etc. Another important reason is the lack of statistical awareness with regard to maintaining data and records on the part of concerned Department/Organization etc. at grass root level.</p> <p>DES maintains District/Sub-division/Circle wise data through the District Statistical Handbook., District at a Glance and District Socio-economic review periodically. A specimen of Block quarterly and annual progress report proformae is enclosed.</p>
14.	Department of Statistics and Economics, Govt. of Kerala		DES maintains panchayat-wise data on various socio-economic indicators. The District handbook of Kollam District for the year 2003 is enclosed.

**STATE/ DISTRICT INTENSIVE STUDY
ON
BASIC STATISTICS FOR LOCAL LEVEL DEVELOPMENT
VILLAGE SCHEDULE**

[0] descriptive identification of sample village

Item	Name	Code					
State/UT							
District							
Tehsil							
Village							
Panchayat							
Reference Month				2	0	0	5
Reference Year		2	0	0	4	0	5

[1] particulars of field operation

Sr. No.	Item	Investigator			Block Statistical Officer			District Statistical Officer		
(1)	(2)	(3)			(4)			(5)		
1.1.	Name (block letters)				1.2. Sex (F/M)					
1.3.	Date(s) of	DD	MM	YY	DD	MM	YY	DD	MM	YY
	(i) Survey/Inspection									
	(ii) Receipt									
	(iii) Scrutiny									
	(iv) Despatch									
1.4.	Total time taken to canvass Schedule (in minutes)									
1.5.	Signature									

[2] availability of some basic facilities in the village

Sl. No	item	code
(1)	(2)	(3)
2.1	Household electricity connection (Yes- 1, No- 2)	
2.2	Use of Non-conventional Energy (Yes- 1, No- 2)	
2.3	At least one Cable connection within the village (Yes - 1, No- 2)	
2.4	Major source of drinking water (tap-1, tube well/hand pump -2, well-3, reserved tank for drinking water-4, any other source-9)	
2.5	Drainage system passes through the village (Yes - 1, No- 2)	
2.6	Benefit is being received from Government controlled irrigation system by at least one villager (Yes- 1, No- 2)	
2.7	Whether any cooperative society is in function within the village (Yes - 1, No- 2)	
2.8	Whether any self help group is in function within the village (Yes - 1, No- 2)	
2.9	Any adult education course is in operation within the village (Yes - 1, No- 2)	
2.10	If there is any credit society/ cooperative credit society (Yes—1, No-2)	
2.11	Whether there is any commercial bank or agricultural bank (yes-1, No-2)	
2.11	Whether there is street light / pucca street (yes-1, No-2)	
2.12	Frequency of roadways buses to nearest city	
2.13	Whether there is any crèche facility	

[3] assets acquisition

Sl. No.	Facilities	Last Year	Source Code
3.1.1	No. of factories set up within vicinity (5 kms radius) of the village		
3.1.2	No. of new bridges constructed within vicinity (5 kms radius) of the village		
3.1.3	No. of business establishment with large turnover (more than one crore annually) set up within vicinity (5 kms radius) of the village		
3.1.4	Orchard planted within the village (Yes-1, No-2)		
3.1.5	Forest area declared within vicinity (5 kms radius) of the village (Yes-1, No-2)		
3.1.6	Percentage of households having access to safe drinking water		
3.1.7	Percentage of houses according to structure		
	(a) Kachcha		
	(b) Semi Pucca		
	(c) Pucca		
3.1.8	Percentage of houses with latrine		
	(a) Individual		
	(b) Shared		

[3a] distance from the nearest facility (distance in km to the nearest integer may be given. If the facility is available within the village '00' may be given. Distance more than 99 kms may also be given as 99).

Sl. No	item	Code (in two digit)		Sl. No	item	Code (in two digit)
(1)	(2)	(3)		(1)	(2)	(3)
3.1	Panchayat HQS			3.20	Fair price shop	
3.2	Tehsil HQS			3.21	Weekly market	
3.3	Bus stop			3.22	Fertilizer/pesticide shop	
3.4	Metalled road			3.23	e-mail facility	
3.5	All weather road			3.24	PCO	
3.6*	Pre-primary school	Type	Facilities	3.25	Special school for blind	
3.7*	Primary school			3.26	Special school for mentally retarded	
3.8*	Middle School			3.27	Vocational training school/centre	
3.9*	Secondary School			3.28	Institution/ organization for rehabilitation of disabled persons	
3.10*	Higher secondary school			3.29	Railway station	
3.11	College with degree course			3.30	Airport	
3.12	College with master degree course/ university			3.31	District HQS	
3.13	Industrial training Institute.(ITI)			3.32	State Capital	
3.14	Non formal education centre (NFEC)			3.33	Police station	
3.15	Veterinary Sub-centre/ dispensary			3.34	Anganwari-noon meal centre	
3.16	Community health center/ Government hospital			3.35	Cooperative Society	
3.17	Medicine shop			3.36	Community centre with/ without TV	
3.18	Post office			3.37	Recreational area (Club, Park, Garden)	

3.19	Bank		3.38	Public library	
------	------	--	------	----------------	--

* Type Government/ /Semi-Government / Private Code 1,2,3

Facilities A (i) With separate toilet facilities (ii) With common toilet facilities for girls & boys (iii) Without toilet facility

B (i) With drinking water facilities (ii) Without drinking water facilities

PERIODIC DATASETS

(To be collected in the first month only)

[4.1] demographic information (not to be collected by household approach)

SL. No.	Data item	Age Group						Source Code
4.1.1	Population (to be copied from population Census 2001) (Decennial)	0-4	5-14	15-49	50-59	60 & above	Total	XXX
	Female							
	Male							
4.1.2.	Population (to be copied from population census 2001) (Decennial)	Social Group					Total	Source Code
		SC		ST	OBC	General	Total	XXX
	Female							
	Male							
4.1.3.	Population (During 2004- 05)	0-4	5-14	15-49	50-59	60 & above	Total	Source Code
	Female							
	Male							
4.1.4.	Households						Total	Source Code
4.1.4.1	Total number of households (2004-05)	SC	ST	OBC	General		Total	
4.1.4.2.	Total No. of Households headed by women (2004-05)							Source Code
4.1.4.3.	No. of households living below poverty line (BPL) (2004-05)							Source Code

[4.2] morbidity

4.2.1	Name three (3) common diseases in the village				Source Code
	Chronic				
	Seasonal				
4.2.2	Number of disabled persons by type of disability				
	Type of disability	Female	Male		Source Code
	Visual				
	Hearing				
	Speech				
	Locomotor				

[4.2.1] health manpower

4.2.1.1	Number of health officials			
	government facilities			
	Type of systems	Female	Male	Source Code
	Allopathic			
	Ayurvedic			
	Unani			
	Siddha			
	Homeopathic			
	Other Naturopathy			
	non- government facilities			
	Type of systems	Female	Male	Source Code
	Allopathic			
	Ayurvedic			
	Unani			
	Siddha			
	Homeopathic			
	Other Naturopathy			

[4.3] education (not to be collected by household approach)

4.3.1. (a)	Literate Population (aged 7 years & above) (Annual)	SC	ST	OBC	GENERAL	Total	Source Code
	Female						
	Male						
4.3.1. (b)	Literate Population (aged 15 -24 years) (Annual)	SC	ST	OBC	GENERAL	Total	Source Code
	Female						
	Male						

4.3.2.	No. of students presently attending school (Annual)	Female	Male	Source Code
	(a) up to 5 th class			
	(b) 6-8 th class			
	(c) 9-10 th class			
	(d) 11-12 th class			
4.3.3.	No. of fresh entry into school at primary level (Class 1 to 5) (Annual)	Female	Male	Source Code
4.3.4.	No. of dropouts at primary level (Class 1 to 5) (Annual)	Female	Male	Source Code
4.3.4 A	Reasons for drop-outs (i) Economic (ii) Non-economic (iii) others			
4.3.5.	No. of students passed primary level (Class 1 to 5) (Preceding educational year)	Female	Male	Source Code
4.3.6.	No. of drop outs at middle level (Class 6-8) (Preceding educational year)	Female	Male	Source Code
4.3.6 A	Reasons for drop-outs (i) Economic (ii) Non-economic (iii) others			
4.3.7.	No. of students passed middle level (Class 6-8) (Preceding educational year)	Female	Male	Source Code
4.3.8. (a)	Number of children (age 6-14) never enrolled in school (Annual)	Female	Male	Source Code
4.3.8 (b)	Attended school but left in	Female	Male	Source Code
	(i) Primary Stage (class I- V)			
	(ii) Upper Primary Stage (class VI-VII)			
4.3.9	Number of students passed secondary level (class 9-10)			
4.3.10	Number of dropouts at secondary level			
4.3.11	Reasons for drop-outs (i) Economic (ii) Non-economic (iii) others			

(for items 4.3.2 to 4.3.8, the reference date may be taken as 30th September of the year)

[4.4] land (not to be collected by household approach) (annual)

SL. No.	Subject		Source Code
44.1	Area by land utilization	(In Hectare) (up to 2 decimal)	
44.1.1	Geographical Area of the revenue village		
44.1.2	Reporting Area for land utilization		
44.1.3	Area under forest		
44.1.4	Barren and unculturable land		
44.1.5	Area under non-agricultural uses		
44.1.6	Area not available for cultivation (4.4.1.4.+4.4.1.5.)		
44.1.7	Land under miscellaneous trees		
44.1.8	Permanent pasture and other grazing land		
44.1.9	Cultivable Waste Land		
44.1.10	Current Fallow		
44.1.11	Fallow lands other than current fallows		
44.1.12	Net Area sown		
44.1.13	Area sown more than once		
44.1.14	Total cropped area (gross area)		
44.1.15	Land under still water		
44.1.16	Social forestry		
4.14.17	Marshy land		
4.4.2	Area Irrigated by source (in Hectare)		
44.2.1.	Government canals		
44.2.2.	Wells Tubewells		
44.2.3.	Tanks		
4.4.2.4	Micro irrigation		
44.2.4.	Other source		
44.2.5.	Total irrigated land (4.4.2.1. to 4.4.2.4.)		
4.4.3	Number of operational holdings by size and classes		
	Marginal..... (below 1 hectare)		
	Small(1-2 hectare)		
	Medium.....(4-10 hectare)		
	Large.....(10 hectare and above)		

4.44.	Natural Resources (Annual)	
4.44.1.	River Length (Km.)	
4.44.2.	Area of water bodies (other than river) (Hect.)	
4.44.3.	Mines (Number)	

[4.5] livestock and poultry (annual) (not to be collected by household approach)

Sl. No	Livestock/ poultry	Number	Source Code
(1)	(2)	(3)	(4)
4.5.1	Cattle (including Yak, Mithun, etc)		
4.5.2	Buffaloes		
4.5.3.	Sheep		
4.5.4.	Goats		
4.5.5.	Horses and Ponies		
4.5.6.	Mules		
4.5.7.	Donkeys		
4.5.8.	Camels		
4.5.9.	Pigs		
4.5.10.	Dog		
4.5.11.	Hens		
4.5.12.	Ducks		
4.5.13	Cats		
4.5.14	Any other livestock and poultry		

[4.6] number of marketing outlets (annual)

Sl. No.	Marketing Outlets	Number	Source Code
(1)	(2)	(3)	(4)
4.6.1.	Fair Price shops		
4.6.2.	Mandis / Regular market		
4.6.3	Cold storages		
4.6.4	Godown warehousing facility		
4.6.5.	Others shops.		

[4.7] percent-wise population: usual status (employment - unemployment) of the villagers (not to be collected by household approach)

Sl. No	Sectors	Male	Female	Total
(1)	(2)	(3)	(4)	(5)
4.7.1	Self employed in Agriculture sector			
4.7.2	Self employed in Non- Agriculture sector			
4.7.3	Employed as Regular wage / Salaried Employee			
	(i) In Agriculture sector			

	(ii) Non-Agriculture sector			
4.7.4	Rural labourer			
4.7.5	Unemployed			
4.7.6	Unemployed between age 15-24			
4.7.7	Not in the labour force			

DATASETS (DYNAMIC INFORMATION)

(To be collected every month of the survey period)

[5] demographic information (not to be collected by household approach) (monthly)

Sl. No	Births		Girls		Boys			Source Code
5.1	Live Birth							
5.2	Still Birth							
	Deaths							
5.3	Deaths (below age 1 year)							Source Code
	Female							
	Male							
5.4	Other Deaths (after completion of first birth day)	1-4	5-14	15-49	50-59	60 & above	Total	Source Code
	Female							
	Male							
5.5	No. of Deaths of Women (Age groups :15-49 years) at the time of Child Birth							Source Code
5.6.	No. of pregnant women (Including pregnancy during part of the month)							Source Code
5.7.	Number of MTP cases							Source Code
5.8.	Migration							
5.8.1.	Out-migration	0-4	5-14	15-49	50-59	60 & above	Total	Source Code
	Female							
	Male							
5.8.2.	In-migration	0-4	5-14	15-49	50-59	60 & above	Total	
	Female							
	Male							

[6] morbidity (monthly data)

(If PHE/ hospitals are situated within the village, these data should be collected from the PHE/hospital register; otherwise from other sources within the villages. If no reliable source is available, NA may be reported.)

6.1	Total no. of outdoor patients							Source Code
	Disease	P.H.C.		Sub - Centre		Hospital/ Nursing Home		
		Female	Male	Female	Male	Female	Male	
	(a) Acute							
	(b) Chronic							
6.2	Total no. of indoor patients							Source Code
	Diseases	P.H.C.		Sub - Centre		Hospital/ Nursing		
		Female	Male	Female	Male	Female	Male	
	(a) Acute							
	(b) Chronic							
6.3.	Number of disabled persons above age 60 by type of disability							
	Type of disability	Female		Male			Source Code	
	Visual							
	Hearing							
	Speech							
	Locomotor							
	Mental disability							
6.4	Marriage							
6.4.1.	Total No. of Marriages						Source Code	
	Age-Groups							
		Less than 15 years	15 years to less than 18 years	18 years to less than 21 years	21 years and above			
	Female							
	Male							
6.4.2	Percentage of couples using any type of family planning method						Source Code	

[7] other social indicators (not to be collected by household approach)

Sl. No.	Other selected social indicators	Is there any during previous month (Yes / No)		Was there any an year back (Yes / No)		Source Code
		Female	Male	Female	Male	
7.1	Street children					
7.2	Sex-worker					
7.3	Beggars					
7.4	Juvenile Delinquent					
7.5	Drug addict					
7.6	Child worker (Aged 14 years and less)					
7.7	Incidence of violence against women (only cognizable reported cases)					

[8] industries and business (number of small scale enterprises and workers therein) (not to be collected by household approach)

Enterprises	Only Self Employed Enterprises (Own Account Enterprises)			Other Enterprises (with at least one paid worker)				Source Code
	No. of Units	No. of Self Employed Workers		No. of Units	No. of Self Employed Workers		No. of Paid Workers	
		Female	Male		Female	Male	Female	Male
8..1. Black smith shop								Spot Enquiry
8.2. Shops selling agricultural equipments								
8..3. Manufacturing of fishing nets								
8.4. Processing of fish								
8.5. Mining and Quarrying								
8.6. Well/tube-well								

8.7. Flour mills								
8.8. Saw mills								
8.9. Sugar cane								
8.10. Weaving mills								
8.11. Ghee making								
8.12. Tailoring								
8.13. Car / Scooter / Cycle repair shop								
8.14. Tea stall								
8.15. Sweet shop								
8.16. Pan/ bidi/ cigarette								
8.17 Meat Shop								
8.18. Tyre Repair Shop								
8.19. Gold Smith								
8.20. Shoe repair shop								
8.21. Brick/kiln making								
8.22. Food processing								
8.23. Dispensary and medicine shop								
(a) Allopathic								
(b) Homeopathic								
(c) Ayurvedic								
8.24. Carpentry								
8.25. Restaurants (other than tea stall)								
8.26 Mason / Helpers								
8.27. Rickshaw-pullers								
8.28 Auto/Taxi drivers								
8.29. Tutorial Home								
8.30. STD booths								
8.31. Fish Shop								
8.32. Fruits and Vegetables Shops/								
8.33. Stationary Shops								
8.34. Beauty Parlour								
8.35. Massage Parlour								

8.36 Any other enterprise not									
8.37 Milk Processing									
8.38 Electronic & Electric Equipment									
8.39 Hardware shop									

Note: Source-Codes (Source of information)

- a) Panchayat - 1
- b) DSO/ DES - 2
- c) Health investigator (ANM/ FHW/ MHW/ etc.) -3
- d) Patwari (Land Records) -4
- e) PHE -5
- f) Local School -6
- g) Local Doctor - 7
- h) PHC/ Sub-Centre/ Hospital - 8
- i) Knowledgeable Person / Others (Female -9, Male-10)

Distance code for Block 3a:

Within village:	00
Outside village: less than 2 kms	-01
2 to 5 km	-02
5 to 10 kms	-03
10 to 99 kms	-04
>99kms	- 99