

നം.WCD-D3-6176/21

വനിത ശിശു വികസന ഡയറക്ടറേറ്റ്
പൂജപ്പുര, തിരുവനന്തപുരം.
തീയതി : 17.04.2021
ഇ-മെയിൽ director.wcd@kerala.gov.in
ഫോൺ നമ്പർ 0471-2346534

വനിത ശിശു വികസന ഡയറക്ടർ

എല്ലാ പ്രോഗ്രാം ഓഫീസർമാർക്കും

സർ,

വിഷയം: വനിത ശിശു വികസന വകുപ്പ് - ഡയറക്ടറേറ്റ് -Sample
Registration System (SRS) - സർവ്വേ നടത്തുന്നതു്
സംബന്ധിച്ച്.

സൂചന: കേന്ദ്ര ഗവൺമെന്റിന്റെ 12.02.2021 തീയതിയിലെ
T3 (SRS)/ 119/2017 A/633 നമ്പർ കത്ത്.

സൂചനയിലേയ്ക്ക് ശ്രദ്ധ ക്ഷണിക്കുന്നു. 2019 Second half yearly survey യുടെ ഭാഗമായി അങ്കണവാടി വർക്കേഴ്സിന്റെ സേവനം ലഭ്യമാക്കണമെന്ന് സൂചന പ്രകാരം ആവശ്യപ്പെട്ടിട്ടുണ്ട്. Sample Registration System (SRS) സർവ്വേ നടത്തുന്നതിന് അങ്കണവാടി വർക്കേഴ്സിന്റെ സേവനം ആവശ്യപ്പെടുന്ന മുറയ്ക്ക് ആവശ്യമായ സഹായ സഹകരണങ്ങൾ നൽകുന്നുണ്ടെന്ന് താങ്കൾ ഉറപ്പു വരുത്തേണ്ടതാണ്.

വിശ്വസ്തയോടെ

വനിത ശിശു വികസന ഡയറക്ടർക്കു വേണ്ടി

ഉള്ളടക്കം

സൂചിത കത്തിന്റെ പകർപ്പ്



सत्यमेव जयते

भारत सरकार, गृह मंत्रालय

Government of India, Ministry of Home Affairs

जनगणना कार्य निदेशालय, केरल

Directorate of Census Operations, Kerala

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2021

No. T3(SRS)/119/2017 A/633

Date: 12.02.2021

To

The Principal Secretary,
GAD Political Department,
Secretariat,
Thiruvananthapuram 695 001.



Sub: Re-starting of half yearly survey under Sample Registration System (SRS) following the Standard Operating Guidelines issued by the Office of the Registrar General, India-reg

Ref: Office Memorandum No. 12/5/2017-VS(SRS), C. No. 11306 dated 01.10.2020 from the office of the Registrar General, India.

Sir,

The Sample Registration System (SRS) in India is the largest demographic survey in the world covering about 8.1 million population. It continues to be the main source of information on fertility and mortality indicators both at the State and National levels. Apart from the large sample size and geographic spread in most of the Districts, the system has a unique feature of dual recording, which involves continuous enumeration by part time Enumerators (mainly Anganwadi workers/Asha workers residing locally) and retrospective surveys by the staff of Census Directorate followed by the process of matching of the two records and subsequent field verification of unmatched and partially matched events and finalization of the results. In Kerala, 105 urban units and 175 rural units have been selected for this purpose. The baseline survey was completed in 2014 and thereafter continuous survey activities are carried out for the next ten years in these units.

In view of the nation-wide lockdown to contain the spread of 'COVID- 19, all field activities relating to the surveys were suspended in March 2020. According to the new guidelines issued by the office of the Registrar General India, it has been decided to start the field activities of SRS after taking due precautions for protection of Supervisors and the respondents of the survey before approaching the SRS sample unit of a village or urban block for carrying out the survey, by following the standard operating guidelines (copy attached).

In this regard, it is requested to kindly provide the necessary support to the Supervisors who are visiting the sample units (list enclosed) in non -containment area for carrying out second half yearly survey of 2019 in the State and all the concerned local authorities may be directed for ensuring the assistance and support to the staff of this directorate to carry out the survey.

Yours faithfully,


(Jose T. Varghese)

Joint Director

Encl: As above

Copy to: The Director, Directorate of Social Welfare, Poojappura, Thiruvananthapuram with a request to direct the District Offices for necessary co-operation.

District	Rural /Urban	Units code	Name of Units*
Kasaragod	Rural	3211012001	Puthinge
Kasaragod	Rural	3211012003	Mugu
Kasaragod	Rural	3211012006	Maloth
Kasaragod	Rural	3211012007	Karivedakam
Kasaragod	Rural	3211012009	Chithari
Kasaragod	Rural	3211012010	Thayanur
Kasaragod	Rural	3211012012	Karindalam
Kasaragod	Rural	3211012019	Kubanoor
Kasaragod	Rural	3211012020	Kayyur
Kasaragod	Rural	3211012031	Kodakkad
Kasaragod	Urban	3221011003	Uduma (CT)
Kasaragod	Urban	3221011010	Bengra Manjeshwara (CT)
Kasaragod	Urban	3221011019	North Thrikkariapur(CT)
Kannur	Rural	3211022014	Pattuvam
Kannur	Rural	3211022024	Vekkalam
Kannur	Rural	3211022026	Panniyoor
Kannur	Rural	3211022034	Alapadamba
Kannur	Rural	3211022035	Panappuzha
Kannur	Rural	3211022036	Chavassery
Kannur	Rural	3211022044	Nuchiad
Kannur	Rural	3211022048	Kelakam
Kannur	Rural	3211022054	Vellora
Kannur	Rural	3211022056	Kanichar
Kannur	Rural	3211022059	Vellad
Kannur	Urban	3221021006	Mattannur(M)
Kannur	Urban	3221021014	Cheruthazham(CT)
Kannur	Urban	3221021016	Pappinissery(CT)
Kannur	Urban	3221021022	Payyannur(M)
Kannur	Urban	3221021026	Puzhathi(CT)
Kannur	Urban	3221021034	Kolavellor(CT)
Kannur	Urban	3221021037	Ancharakandy(CT)
Wayanad	Rural	3211032008	Kottappadi (part)
Wayanad	Rural	3211032011	Ambalavayal
Wayanad	Rural	3211032015	Kunnathidavaka
Wayanad	Rural	3211032016	Muttil South
Wayanad	Rural	3211032017	Purakkadi
Wayanad	Rural	3211032021	Nenmeni
Wayanad	Rural	3211032022	Payyampally
Wayanad	Rural	3211032038	Chudale
Wayanad	Rural	3211032042	Padichira
Kozhikode	Rural	3211042018	Velom
Kozhikode	Rural	3211042025	Maruthonkara

District	Rural /Urban	Units code	Name of Units*
Kozhikode	Rural	3211042030	Kayanna
Kozhikode	Rural	3211042041	Thinoor
Kozhikode	Rural	3211042047	Kakkur
Kozhikode	Rural	3211042050	Madavoor
Kozhikode	Rural	3211042052	Kinalur
Kozhikode	Rural	3211042062	Narikkuni
Kozhikode	Rural	3211042065	Vavad
Kozhikode	Urban	3221041002	Beypore(CT)
Kozhikode	Urban	3221041004	Thalakkulathur(CT)
Kozhikode	Urban	3221041011	Vadakara(M)
Kozhikode	Urban	3221041018	Nadapuram(CT)
Kozhikode	Urban	3221041024	Kozhukkallur(CT)
Kozhikode	Urban	3221041029	Nanmanda(CT)
Kozhikode	Urban	3221041032	Peruvayal(CT)
Kozhikode	Urban	3221041033	Cheruvannur(CT)
Kozhikode	Urban	3221041035	Cheruvannur(CT)
Kozhikode	Urban	3221043001	Kozhikode(C+OG)
Kozhikode	Urban	3221043002	Kozhikode(C+OG)
Kozhikode	Urban	3221043003	Kozhikode(C+OG)
Kozhikode	Urban	3221043004	Kozhikode(C+OG)
Malappuram	Rural	3211052027	Vellayur
Malappuram	Rural	3211052028	Melmuri
Malappuram	Rural	3211052029	Pariapuram
Malappuram	Rural	3211052032	Edakkara
Malappuram	Rural	3211052037	Edappatta
Malappuram	Rural	3211052039	Karuvarakundu
Malappuram	Rural	3211052040	Thiruvai
Malappuram	Rural	3211052043	Amarambalam
Malappuram	Rural	3211052046	Cheekkode
Malappuram	Rural	3211052051	Ponmala
Malappuram	Rural	3211052053	Edavanna
Malappuram	Rural	3211052055	Nediyirippu
Malappuram	Rural	3211052058	Angadippuram
Malappuram	Rural	3211052060	Areekode
Malappuram	Rural	3211052061	Mankada
Malappuram	Rural	3211052063	Kuruvambalam
Malappuram	Rural	3211052064	Kuruva
Malappuram	Rural	3211052066	Valambur
Malappuram	Urban	3221051001	Kalady(CT)
Malappuram	Urban	3221051005	Parappur(CT)
Malappuram	Urban	3221051007	Cherukavu(CT)
Malappuram	Urban	3221051008	Thalakkad(CT)

District	Rural /Urban	Units code	Name of Units*
Malappuram	Urban	3221051012	Ponnani(CT)
Malappuram	Urban	3221051015	Nannambra(CT)
Malappuram	Urban	3221051017	Neduva(CT)
Malappuram	Urban	3221051020	Kattipparuthy(CT)
Malappuram	Urban	3221051023	Cherukavu(CT)
Malappuram	Urban	3221051025	Kodur(CT)
Malappuram	Urban	3221051027	Kizhuparamba(CT)
Malappuram	Urban	3221051028	Kootilangadi(CT)
Malappuram	Urban	3221051030	Perinthalmanna(M)
Malappuram	Urban	3221051031	Irimbilyam(CT)
Malappuram	Urban	3221051036	Kottakkal(CT)
Palakkad	Rural	3211062002	Kannambra-I
Palakkad	Rural	3211062004	Kottappadam
Palakkad	Rural	3211062005	Palakkayam
Palakkad	Rural	3211062013	Mundur-II
Palakkad	Rural	3211062023	Thachampara
Palakkad	Rural	3211062033	Chalissery
Palakkad	Rural	3211062045	Sreekrishnapuram
Palakkad	Rural	3211062049	Lakkidi-perur
Palakkad	Rural	3211062057	Nellaya
Palakkad	Urban	3221061009	Koduvayur(CT)
Palakkad	Urban	3221061013	Vaniyamkulam-II CT)
Palakkad	Urban	3221061021	Onagallur(CT)
Palakkad	Urban	3221062001	Palakkad(M)
Palakkad	Urban	3221062002	Palakkad(M)
Palakkad	Urban	3221062003	Palakkad(M)
Thrissur	Rural	3212072002	Venganellur
Thrissur	Rural	3212072003	Thonnurkara
Thrissur	Rural	3212072007	Panachery
Thrissur	Rural	3212072008	Attoor
Thrissur	Rural	3212072010	Painkulam
Thrissur	Rural	3212072012	Mayannur
Thrissur	Rural	3212072016	Vellikulangara
Thrissur	Rural	3212072019	Panjal
Thrissur	Rural	3212072025	Kundazhiyur
Thrissur	Rural	3212072036	Karumathara
Thrissur	Rural	3212072046	Kanipayyur (part)
Thrissur	Rural	3212072053	Puthenchira
Thrissur	Rural	3212072054	Chemmanthatta
Thrissur	Rural	3212072056	Annakara
Thrissur	Rural	3212072059	Karalam(part)
Thrissur	Rural	3212072060	Mulayam

District	Rural /Urban	Units code	Name of Units*
Thrissur	Rural	3212072064	Kakkulissery
Thrissur	Rural	3212072065	Varandarappilly
Thrissur	Rural	3212072066	Melur
Thrissur	Rural	3212072070	Nellayi
Thrissur	Rural	3212072089	Irimbanallur
Thrissur	Rural	3212072108	Valappad
Thrissur	Rural	3212072109	Chowwannur (part)
Thrissur	Urban	3222071007	Madathumpady(CT)
Thrissur	Urban	3222071010	Kurichikkara(CT)
Thrissur	Urban	3222071011	Nadathara(CT)
Thrissur	Urban	3222071017	Marathakkara(CT)
Thrissur	Urban	3222071020	Panangad(CT)
Thrissur	Urban	3222071022	Vadanappally(CT)
Thrissur	Urban	3222071024	Avinissery(CT)
Thrissur	Urban	3222071030	Poyya(CT)
Thrissur	Urban	3222071037	Killannur(CT)
Thrissur	Urban	3222071043	Nadathara(CT)
Thrissur	Urban	3222071045	Puthukkad(CT)
Thrissur	Urban	3222072002	Thrissur(C+OG)
Thrissur	Urban	3222072007	Thrissur(C)
Ernakulam	Rural	3212082028	Onakkur
Ernakulam	Rural	3212082030	Kombanad
Ernakulam	Rural	3212082031	Kuttampuzha
Ernakulam	Rural	3212082034	Pattimattom
Ernakulam	Rural	3212082040	Karuktty
Ernakulam	Rural	3212082042	Thuravoor
Ernakulam	Rural	3212082049	Vengoor
Ernakulam	Rural	3212082063	Maneed
Ernakulam	Rural	3212082069	Varapetty
Ernakulam	Rural	3212082077	Manjalloor
Ernakulam	Rural	3212082090	Kalloorkkad
Ernakulam	Rural	3212082100	Elanji
Ernakulam	Urban	3222081009	Puthencruz (CT)
Ernakulam	Urban	3222081014	Perumbavoor (CT)
Ernakulam	Urban	3222081025	Chelamattom (CT)
Ernakulam	Urban	3222081026	Mulamthuruthy (CT)
Ernakulam	Urban	3222081028	Angamaly (M)
Ernakulam	Urban	3222081032	Angamaly (M)
Ernakulam	Urban	3222081036	Angamaly (M)
Ernakulam	Urban	3222081044	Choornikkara (CT)
Ernakulam	Urban	3222082004	Kochi (C)
Ernakulam	Urban	3222082008	Kochi (C +OG)

District	Rural /Urban	Units code	Name of Units*
Ernakulam	Urban	3222082010	Kochi (C)
Idukki	Rural	3212092001	Mannamkandam
Idukki	Rural	3212092005	Chathuraugapara
Idukki	Rural	3212092014	Mankulam
Idukki	Rural	3212092017	Santhanpara
Idukki	Rural	3212092020	Vagamon
Idukki	Rural	3212092027	Peerumade
Idukki	Rural	3212092029	Kanthippara
Idukki	Rural	3212092035	Upputhara
Idukki	Rural	3212092038	Pampadumpara
Idukki	Rural	3212092041	Karimannoor
Idukki	Rural	3212092043	Peruvanthanam
Idukki	Rural	3212092050	Karikkode (part)
Idukki	Rural	3212092058	Udumbannoor
Idukki	Rural	3212092087	Karunapuram
Idukki	Rural	3212092096	Neyyasseri
Idukki	Rural	3212092099	Kudayanthoor
Idukki	Urban	3222091023	Thodupuzha (M)
Kottayam	Rural	3212102057	Vaikom(part)
Kottayam	Rural	3212102068	Vellur
Kottayam	Rural	3212102073	Poonjar Thekkekara
Kottayam	Rural	3212102074	Vazhoor
Kottayam	Rural	3212102075	Chirakkadavu
Kottayam	Rural	3212102076	Manarcad
Kottayam	Rural	3212102078	Kumarakam
Kottayam	Rural	3212102079	Kidangoor
Kottayam	Rural	3212102080	Kallara
Kottayam	Rural	3212102081	Poovarany
Kottayam	Rural	3212102084	Teekoy
Kottayam	Rural	3212102085	Kanakkari
Kottayam	Rural	3212102088	Vechoor
Kottayam	Rural	3212102093	Meenadam
Kottayam	Rural	3212102098	Chengalam East
Kottayam	Rural	3212102104	Bharanaganam
Kottayam	Rural	3212102106	Uzhavoor
Kottayam	Urban	3222101019	Perumbaikkad (CT)
Kottayam	Urban	3222101034	Athirampuzha (CT)
Kottayam	Urban	3222101039	Perumbaikkad (CT)
Kottayam	Urban	3222101040	Athirampuzha (CT)
Kottayam	Urban	3222101041	Ettumanoor (CT)
Alappuzha	Rural	3212112018	Perumbalam
Alappuzha	Rural	3212112039	Purakkad

District	Rural /Urban	Units code	Name of Units*
Alappuzha	Rural	3212112044	Pattanakkad
Alappuzha	Rural	3212112082	Kainakary North
Alappuzha	Rural	3212112102	Vettiyar
Alappuzha	Rural	3212112105	Thiruvanvandoor
Alappuzha	Rural	3212112107	Mararikkulam North
Alappuzha	Urban	3222111002	Pathiyoor (CT)
Alappuzha	Urban	3222111016	Pallippuram (CT)
Alappuzha	Urban	3222111029	Kodamthuruth (CT)
Alappuzha	Urban	3222111033	Kurattissery (CT)
Alappuzha	Urban	3222112001	Alappuzha (M+OG)
Alappuzha	Urban	3222112005	Alappuzha (M+OG)
Alappuzha	Urban	3222112009	Alappuzha (M+OG)
Pathanamthitta	Rural	3212122051	Perunad
Pathanamthitta	Rural	3212122055	Angadickal
Pathanamthitta	Rural	3212122071	Erathu
Pathanamthitta	Rural	3212122083	Kidangannur
Pathanamthitta	Rural	3212122086	Perumpetty
Pathanamthitta	Rural	3212122092	Koodal
Pathanamthitta	Rural	3212122094	Pazhavangadi
Pathanamthitta	Rural	3212122095	Anicad
Pathanamthitta	Rural	3212122097	Thelliyoor
Pathanamthitta	Rural	3212122101	Athikkayam
Pathanamthitta	Rural	3212122103	Nedumpuram
Pathanamthitta	Urban	3222121018	Thiruvalla (M)
Kollam	Rural	3212132011	Thinkalkarikkakam (Rural)
Kollam	Rural	3212132013	Thevalakkara
Kollam	Rural	3212132024	Punnala
Kollam	Rural	3212132047	Edamulackal (Rural)
Kollam	Rural	3212132061	Pavithreswaram (Rural)
Kollam	Rural	3212132062	Thalavoor
Kollam	Rural	3212132067	Vettikkavala
Kollam	Rural	3212132072	Valakam
Kollam	Rural	3212132091	Puthur
Kollam	Urban	3222131001	Punalur (M)
Kollam	Urban	3222131005	Elampalloor (CT)
Kollam	Urban	3222131006	Kottamkara (CT)
Kollam	Urban	3222131008	Perinad (CT)
Kollam	Urban	3222131021	Oachira (CT)
Kollam	Urban	3222131027	Ayanivelikulangara (CT)
Kollam	Urban	3222131042	Thrikkadavur (CT)
Kollam	Urban	3222132003	Kollam (C +OG)
Kollam	Urban	3222132006	Kollam (C +OG)

District	Rural /Urban	Units code	Name of Units*
Thiruvananthapuram	Rural	3212142004	Koduvazhanoor
Thiruvananthapuram	Rural	3212142006	Vellanad
Thiruvananthapuram	Rural	3212142009	Vembayam
Thiruvananthapuram	Rural	3212142015	Navaikulam
Thiruvananthapuram	Rural	3212142021	Perumkadvila
Thiruvananthapuram	Rural	3212142022	Aruvikkara
Thiruvananthapuram	Rural	3212142023	Anavoor
Thiruvananthapuram	Rural	3212142026	Kulathoor
Thiruvananthapuram	Rural	3212142032	Elamba-Mudakkal
Thiruvananthapuram	Rural	3212142033	Pullampara
Thiruvananthapuram	Rural	3212142037	Thenoor
Thiruvananthapuram	Rural	3212142045	Melthonnakkal
Thiruvananthapuram	Rural	3212142048	Nagaroor
Thiruvananthapuram	Rural	3212142052	Chenkai (part)
Thiruvananthapuram	Urban	3222141003	Kanjiramkulam (CT)
Thiruvananthapuram	Urban	3222141004	Vilappil (CT)
Thiruvananthapuram	Urban	3222141012	Uliyazhathura (CT)
Thiruvananthapuram	Urban	3222141013	Kalliyoor (CT)
Thiruvananthapuram	Urban	3222141015	Vilappil (CT)
Thiruvananthapuram	Urban	3222141031	Venganoor (CT)
Thiruvananthapuram	Urban	3222141035	Kudappanakkunnu (CT)
Thiruvananthapuram	Urban	3222141038	Kudappanakkunnu (CT)
Thiruvananthapuram	Urban	3222143001	Thiruvananthapuram (C+OG)
Thiruvananthapuram	Urban	3222143002	Kazhakkootam(OG)
Thiruvananthapuram	Urban	3222143003	Thiruvananthapuram (C+OG)
Thiruvananthapuram	Urban	3222143004	Kazhakkootam(OG)
Thiruvananthapuram	Urban	3222143005	Thiruvananthapuram (C+OG)
Thiruvananthapuram	Urban	3222143006	Thiruvananthapuram (C+OG)

*Selected enumeration blocks of Census, 2011 in the village/Municipality/Municipal Corp.



No. 12/5/2017-VS (SRS), C.No. 11306

Government of India

M/o Home Affairs

Office of the Registrar General, India

VS-SRS Division

Dated: 01.10.2020

Office Memorandum

Sub: Standard Operating Guidelines for SRS field work by Directorate of Census Operations.

The Sample Registration System (SRS) in India is the largest demographic survey in the world covering about 7.9 million population. It continues to be the main source of information on fertility and mortality both at the State and National levels. Apart from the large sample size and geographic spread in most of the Districts, the system has a unique feature of dual recording, which involves retrospective half-yearly surveys. The continuous enumeration and retrospective surveys are followed by the process of matching of the two records and subsequent field verification of unmatched and partially matched events.

2. In view of the nation-wide lockdown to contain the spread of COVID-19, all field activities relating to surveys were suspended in March 2020. According to the new guidelines issued by Ministry of Home Affairs, all activities outside containment zones have been allowed to resume in a phased manner from June 1, 2020. Under unlock-4, there shall be no restriction on inter-State and Intra-State movement of persons and goods. Accordingly, it has been decided to start the field activities of SRS. All the field functionaries are requested to take due precaution for protection of self and the respondents of the survey before approaching SRS sample unit of a village or urban block for carrying out the survey. In this context, standard operating procedures issued by Ministry of Health and Family Welfare (MoHFW) dated 4.6.2020 and Department of Personnel and Training (DoPT) OM dated 5.6.2020 and latest guidelines issued subsequently will be adhered to.

3. The following additional instructions are issued specific to field visits by field officers and contacting the respondents of the survey.


- i. Officers/Staff residing in containment zones shall not be allotted field work.
- ii. Overnight stay at sample point may be avoided wherever feasible. In case overnight stay is mandatory due to special field conditions, adequate safety measures must be followed while selecting place of stay.
- iii. Situation assessment may be done on the possibility of conducting survey. Advance information about conduct of survey work in a particular sample unit may be shared with local administration e.g. Police/Revenue/Admin. Necessary cooperation may be sought from local authorities for each sample unit, beforehand.

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- iv. In case any part of the sample unit falls in a containment zone, the survey should not be performed till the area is cleared from the containment zone list by the State/UT Government. However, the survey must be done in the effected part of sample unit after the concerned area is removed from the list of containment zone by the State / UT Government.
- v. 'Arogya Setu App' must be downloaded and made operational on mobile phones of all field officials.
- vi. Self-assessment related to health may be made every day by the field officials before proceeding for field work. Only asymptomatic officials may undertake field work.
- vii. In case any field official feels unwell, she/he should inform the immediate supervisory officer and if symptoms of Covid-19 infection manifest, necessary protocols for isolation/quarantine and treatment may be taken as per the MoHFW guidelines.
- viii. While on tour, status update of the Arogya Setu App of the field official be shared with the immediate supervisory officer every day.
- ix. Field officials may undertake the travel through personal vehicle or Public Transport System as allowed by the concerned State/UT Government.
- x. In case public transport is availed the field official should follow all the guidelines of social distancing and personal protective measures issued by the State Government and MoHFW. Where possible Journey may be performed during lean traffic hours.
- xi. The field officials should always use face mask and head gears, keep hand sanitizers and sanitize their hands frequently.
- xii. Respiratory etiquettes may be strictly followed. All the field officials should cover their mouth and nose with a tissue while coughing or sneezing or use the inside of their elbow and thereafter throw the tissue in trash cans.
- xiii. For detailed enquiry, attempt should be made to perform the interview in open spaces by requesting to informants to step out of their homes and maintaining social distancing. All efforts may be made to avoid gathering of persons other than the informant during the course of data collection. Data may be collected from the household without entering the house and keeping at least 6 feet distance from the informant.
- xiv. Persons above 65 years of age and pregnant women should not be the principal informant in detailed data collection.
- xv. No pamphlets or printed material may be handed over to the informant physically. On requirement, the same may be displayed in the interviewer's HHD/laptop without making physical contact with the informant.
- xvi. Advise informants to observe MoHFW guidelines — wear masks, maintain social distancing, etc.
- xvii. Telephone numbers of informants maybe collected by the field staff and a record of the same may be kept.
- xviii. Smoking, consumption of Gutkha or any other intoxicants, spitting on road or open space, etc. are prohibited during field work.

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- xix. Field officials should carry their own food and water with them and avoid taking them from outside.
- xx. Sample unit - specific report/feedback of experience gathered with respect to best practices or issues faced, if any, at the time of data collection, may be shared with the DCO. The DCO may consolidate and share with all its field staff as also with VS (SRS) Division, ORGI, New Delhi.
- xxi. Proper disposal of face cover, masks gloves etc. after use shall be ensured.
4. The above guidelines are indicative only and not exhaustive. The guidelines issued by Government of India and State/UT Governments from time to time should be followed in totality.
5. This issues with the approval of RG & CCI.

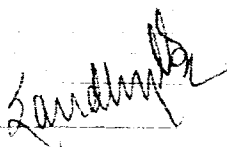
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(Sandhya Singh)
Deputy Registrar General

Copy to:

All Directorates of Census Operations

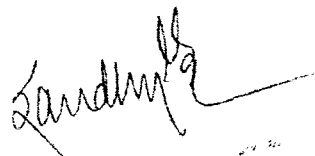
STANDARD OPERATING GUIDELINES

1. Necessary cooperation may be sought from local authorities and situation assessment may be done on the possibility of conducting survey in Red, Orange and Green Zones, for each SRS sample unit, beforehand.
2. No tour should be performed in containment and buffer zones.
3. Advance information about conduct of survey work in a particular sample unit/ area may be shared with local administration e.g. Police/Revenue/Admin.
4. Night stay should be avoided.
5. "Arogya Setu App" may be downloaded and made operational on mobile phones of all field officials.
6. Self-assessment related to health may be made every day by the field officials before proceeding for field work. Only asymptomatic officials may undertake field work.
7. In case any field official feels unwell, she/he should inform the immediate supervisory officer and if symptoms of Covid 19 infection manifest, necessary protocols for quarantine and testing may be immediately followed with adequate intimation to the office.
8. While on tour, status update of the Arogya Setu App of the field official be shared with the immediate supervisory officer every day.
9. Field officials may undertake the travel through personal vehicle or Public Transport System as allowed by the concerned State Government.
10. In case public transport is availed the field official should maintain all the guidelines of social distancing and personal protective measures as suggested by Ministry of Health. Journey may be performed during lean traffic hours.
11. The field officials should always use face mask and head gears, keep hand sanitizers and sanitize their hands frequently.
12. Respiratory etiquettes may be strictly followed. All the field officials should cover their mouth and nose with a tissue while coughing or sneezing or use the inside of their elbow and thereafter throw the tissue in trash cans.
13. Attempt should be made to perform the interview in open spaces by requesting to informants to step out of their homes and maintaining social distancing. All efforts may be made to avoid gathering of persons other than the informant during the course of data collection.
14. No pamphlets or printed material may be handed over to the informant physically. On requirement, the same may be displayed in the interviewer's HHD/laptop without making physical contact with the informant.
15. Advise informants to observe MHA guidelines -- wear masks, maintain social distancing, etc.
16. Telephone numbers of informants may be collected by the field staff and a record of the same may be kept.
17. Smoking, consumption of Gutkha or any other intoxicants, spitting on road or open space, etc. are prohibited during field work.


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18. Field officials should carry their own food and water with them and avoid taking them from outside.
19. Sample unit- specific report/feedback of experience gathered with respect to best practices or issues faced, if any, at the time of data collection, may be shared with the DCO. The DCO may consolidate and share with all its field staff as also with the VS (SRS) Division, ORGI, New Delhi.

The above guidelines are indicative only and not exhaustive. The guidelines issued by the Government of India and State/UT Governments from time to time in this regard should be followed in totality.

A handwritten signature in black ink, appearing to read "Sandy" followed by a flourish and a horizontal line extending to the right.