

# **AGRICULTURE CENSUS**

## **2015-16**

**Manual of**  
**Schedules and Instructions for Data Collection**

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Government of Telangana State  
Hyderabad**



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## FOREWORD

The Government of India has been conducting quinquennial Agriculture Censuses since 1970-71. The Census provides crucial information on the structural aspects of Indian Agriculture which continues to be the main stay of Indian Economy. The concepts and definitions used in Indian Agriculture Census are broadly in conformity with those adopted in the World Census of Agriculture.

The Agriculture Census in India relies heavily on the system of land records as prevalent in large part of the country. The diversities in the nature of land revenue systems in different States require that concepts, definitions and procedures adopted for the census should be finalized before start of the fieldwork. In order to incorporate the experiences gained during previous censuses and suggestions made by different stakeholders including data users, the Agriculture Census Division of the Ministry of Agriculture has reviewed the schedules and instructions for use in the current Agriculture Census operations. This document, which is the outcome of this review, provides a detailed description of the concepts, definitions, formats of schedules and procedures to be adopted in the operation and data collection in Agriculture Census 2015-16. The formats of Listing Schedules and Holding Schedule have been improved upon to serve better purpose of either retabulating data from revenue records or its collection through sample surveys. It is our expectation that the document will facilitate the work of the Census in the States and further improve the quality of data by following the guidelines given in this manual.

  
**(Mamta Saxena)**

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# **Section - A**

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# Schedules and Instructions for Data Collection

## 1 Introduction

1.1 Agriculture Census forms part of a broader system of collection of Agricultural Statistics in the country. It is a large-scale statistical operation for collection and derivation of quantitative information about the structure of agricultural holdings in the country. An agricultural operational holding is the ultimate unit for taking decision for development of Agriculture at micro level. It is for this reason that an operational holding is taken as the statistical unit of data collection for describing the structure of agriculture. Through Agriculture Census it is endeavored to collect basic data on important aspects of agricultural economy for all the operational holdings in the country. Aggregation of data is done at various levels of administrative units.

1.2 Periodic Agriculture Censuses are important as these are the main source of information on basic characteristics of operational holdings such as land use and cropping patterns, irrigation and tenancy particulars. This information is tabulated by different size classes of holdings and social groups including Scheduled Castes / Scheduled Tribes which are needed for development planning, socio-economic policy formulation and establishment of national priorities.

The census also provides basis for development of a comprehensive integrated national system of agricultural statistics and has links with various components of the national statistical system. The whole project of Agriculture Census in the country is implemented in three distinct phases, which are statistically linked together but focus on different aspects of agricultural statistics.

- **In Phase-I**, a list of holdings with their area and social characteristics and gender of the holders along with types of holdings is prepared.
- **In Phase-II**, detailed data on agricultural characteristics of holdings are collected from selected villages.
- **In Phase-III**, data on input use pattern are collected from selected holdings in selected villages.

Thus the whole operation of Agriculture Census in India is in fact not a complete Census; rather it is a combination of Census and Sample Survey.

## 2 Objectives

2.1 The main objectives of Agriculture Census are:

- i) To describe structure and characteristics of agriculture by providing statistical data on operational holdings, including land utilization, irrigation, source of irrigated and unirrigated area under different crops, live-stock, use of agricultural machinery and implements, use of fertilizers, seeds, agricultural credit etc.

- ii) To provide benchmark data for formulating new agricultural development programmes and for evaluating their progress.
- iii) To provide basic frame of operational holdings for carrying out future agricultural surveys and,
- iv) To lay a basis for developing an integrated programme for current agricultural statistics.

### **3 Reference Year**

3.1 The first countrywide comprehensive Agriculture Census was organized by the Ministry of Agriculture with Agricultural year 1970-71 (1<sup>st</sup> July 1970 to 30<sup>th</sup> June, 1971) as the reference period as part of the 1970 World Agriculture Census Programme, which was followed by successive Agriculture Censuses with reference years 1976-77, 1980-81, 1985-86, 1990-91, 1995-96, 2000- 01, 2005-06 and 2010-11. The next Agriculture Census has been planned to be conducted in the country with 2015-16 (1<sup>st</sup> July, 2015 to 30<sup>th</sup> June, 2016) as the reference period. The actual fieldwork for data collection on various characteristics of agricultural operational holdings relating to the reference year would commence from 1<sup>st</sup> July, 2016. It would be the tenth Agriculture Census in the country.

### **4 Manual**

4.1 The purpose of this manual is to describe detailed guidelines, schedules for data collection, concept and definitions to be uniformly followed, outlines for training to staff associated with Census work and the nature of supervision. These guidelines should be elaborated by State Governments keeping in view the local conditions, before translating into the regional languages for dissemination to field functionaries when they actually proceed for data collection.

### **5 Methodology of data collection**

#### ***Phase-I (Table-1)***

5.1 The data on number and area of operational holdings, according to different size-classes of holdings, social groups, types of holdings and gender of operational holder i.e. Table-1, would be collected and compiled on complete enumeration basis through re-tabulation of information available in Village Land Records. This would imply covering all survey numbers within each village and preparing a list of ‘Operational Holdings’ there from. An operational holding is the basic unit of enumeration. The holding of actual cultivator and not owner is the unit for collection of data.

- 1) Some holdings may not be located completely within the village and may be spread over to other villages. For preparation of a list of operational holdings, necessary matching of part -holdings scattered over more than one village has to be done.
- 2) A holding may cut across the boundary of a village/Tehsil/District/State. As in previous Censuses, tehsil will be the outer limit for pooling of all parcels of an operational holding.
- 3) If a holding is spread over more than one tehsil, that part of the holding which is lying outside the tehsil of residence of operational holder will be treated as a separate operational holding.

5.2 For the purpose of pooling of part-holdings, the criterion that has to be adopted is the residence of the operational holder, but this will be applicable to only those holders who are residing within the tehsil.

However, if the operator is residing outside the tehsil then, for the purpose of the Census, he will be considered as a resident operator of that village where his holding is located, and his holding in that village will be treated as a separate operational holding. Part-holdings are to be pooled in the village of residence of operational holders. This aspect is discussed in detailed in Annexure- IX

Necessary pooling of part holdings has to be done before preparation of Table-I for the village (format at Annexure-VII). Once Table-1 is prepared, it means that part-holdings would have been fully accounted for at that stage and the list of operational holdings of a village will be those belonging to the resident cultivators.

T-1 for resident cultivators of urban areas will also be prepared. If a Tehsil is consisting of rural and urban holdings, a combined T-1 should be prepared, after merging T -1 of rural and urban areas. It is to be noted that during Phase-I operation of Census, a village summary (Schedule L3) has to be invariably prepared after filling-up of Schedule L1 and Schedule L2 of a particular Census village for reconciling the village geographical area so that no part of operated area belonging to an operational holder within the village is left unaccounted.

The format for Schedule L3 is given at Annexure-III. It is to be noted that priority Table-1 at village level would be prepared only after Schedule L3 is made error -free, with the help of Schedule L1, Schedule L2 and other village level revenue records available with VRO of that Census village.

## **Phase-II (Holding Schedule-H)**

5.3 For Collection of detailed data, viz., (i) distribution of holdings according to tenancy status; (ii) area under different land uses; (iii) area under crops, 20 percent of the villages selected randomly without replacement would constitute the base. These 20 percent villages will be those selected for Timely Reporting Scheme (TRS) for the reference year of Agriculture Census. In these 20 percent villages, information relating to the above characteristics would be compiled from the basic village land records, viz., Pahani in respect of all the resident cultivators. Resident cultivators of urban areas will also be covered.

5.4 In the sample of 20 percent selected villages also, the list of operational holdings, as obtained after preparation of Table-1, would be in respect of resident cultivators. The list of operational holdings would give the survey numbers operated by these holders.

5.5 For items like land utilization, cropping pattern and tenancy particulars, survey number-wise details will have to be compiled in a separate sheet of paper and the aggregated areas of all survey numbers have to be posted in different columns of Holding Schedule-H (Annexure-IV). On the basis of data obtained from 20 percent selected villages, tables would be generated at the Tehsil /Districts/State levels after adopting suitable estimation procedure as applicable in the case of Land Record States.

5.6 All the data will be compiled separately for operational holdings of four groups, viz., Scheduled Castes, Scheduled Tribes, Others and Institutional, and also a ‘total’ of all these four groups. The tabulation plan for Phase-II will be issued separately. In all, five statistical tables will be generated through Agriculture Census 2015-16.

## **6 Size of Sample and Identification of Villages**

6.1 For collecting information relating to tables other than Table-1, the sample size is 20 percent of the villages in a stratum. In States where Timely Reporting Scheme (T.R.S) is in operation, the same set of villages as selected for TRS for the reference year of Agriculture Census will be adopted under Agriculture Census also. These villages are to be identified and intimated to the district and tehsil authorities by the statistical agency in charge of implementing T.R.S.

6.2 Detailed Holding Schedule-H will be filled up for all the holdings in selected 20 percent villages during Phase-II of Census operation.

## **7.Updation of Land Records**

The State was requested to declare the agricultural year 2015-16 as the Land Records year for updation of village land records. It is expected that all the work connected with it would have been completed before actual start of fieldwork of Agriculture Census. All the mutations for the reference year would be taken into account before start of the fieldwork and special checks would be made to ascertain whether the land records are complete. As quality of data of Agriculture Census depends on quality of data contained in land records, it should be ensured that all the up-to-date data are recorded properly in the land records for the year 2015-16.

## **8 Time Calendar**

8.1 *The schedules of Phase-I and Phase-II should be distributed together to the field functionaries of the villages selected for Phase-II of the Census. The Phase-II schedules shall be canvassed immediately after completion of Phase-I field work.* The time calendar for conduct of Agriculture Census and presentation of results prepared in consultation with Govt. of India should be conveyed to all the field level functionaries for timely completion of Census operations. The time calendar should indicate the time limit for completion of following items of work.

S.No.	Item of Work	Time Limit
i)	Completion of printing of Schedules and Instructions in local languages by States and their distribution to field staff	by April 2016
ii)	Training of primary and supervisory staff for Agriculture Census	by June 2016
iii)	Completion of field work for Phase-I (Schedules L1/L2/L-3) of Agriculture Census and supervision.	July 2016 – Sept. 2016
iv)	Manual scrutiny/coding of Schedules and preparation of provisional village/Tehsil T-1 and their delivery to data entry centre/agency	by November 2016
v)	Submission of provisional Table-1 by States/UTs to GOI.	by December 2016
vi)	Completion of data entry of Table-1.	by March 2017
vii)	Completion of fieldwork of Phase-II (Schedule-H) of Agriculture Census and supervision.	by June 2017
viii)	Finalization of Table T-1 by States and their submission to GOI.	by June 2017
ix)	Manual Scrutiny/Coding of Schedule-H and their delivery to data entry center/agency.	by August 2017
x)	Completion of data entry for Schedule-H.	by January 2018
xi)	Generation of trial Phase-II tables of the Census.	by June 2018

S.No.	Item of Work	Time Limit
xii)	Submission of final Phase-II Tables by States/UTs to GOI.	by August 2018
xiii)	Submission of State Reports to GOI.	Sept. 2018

8.2 It is planned to bring out provisional Table T-1 of current Agriculture Census 2015-16 at all India level within 3 months of completion of fieldwork of Phase-I of the Census for timely availability of basic data in public domain to enhance its utility and credibility.

## 9 Training and Fieldwork

9.1 The primary fieldwork which would consist of retabulating the operational holding-wise information contained in basic village records, would be done by Village Revenue officer. His work would be supervised by Revenue Inspectors. The Revenue Inspectors would also assist VROs in work relating to pooling of information pertaining to part holdings. Since all the villages are being covered for preparation of Table-1, it is necessary that the land records are completed in all respects by the end of the agricultural year 2015-16. For Table-1 (format at Annexure-VII), VRO have to compile information for all the villages in their respective jurisdiction. In addition, VRO have to fill up Schedule-L3 on village infrastructure for each of the villages in a Tehsil during Phase-I Census operation. For villages covered under 20 percent sample in Phase-II operation, VROs are required to do some more detailed work while filling Holding Schedule-H.

9.2 It is necessary to impart thorough training, both to primary workers and supervisory officers before the actual fieldwork for data collection is undertaken. The training of primary and supervisory staff could be arranged at 3 or 4 levels depending upon the conditions in each State. District Officers, in charge of the Agriculture Census operations, could be initially trained either at State Headquarters or at Divisional Headquarters. They in turn, would impart training to officers at Tehsil level. The tehsil officers should conduct the training programmes for Revenue Inspectors and VROs.. Printed copies of the Manual of Schedule and Instructions in local language alongwith the tables for conversion of local units of area measurement (3 decimal places) to hectares are to be provided in the training.

The Programme prepared for the training must be intimated in advance to the Government of India so that an officer of the Central Agriculture Census Division could be deputed to clarify any doubts raised during the training

regarding concept, definition or procedure to be followed during fieldwork. The Government of India would also organize training programmes for the State Agriculture Census Officers directly involved in implementing all types of activities of Census operations at appropriate time.

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Agriculture Census 2015-16: Schedules and Instructions for Land Record States

9.3 It is important that training should be conducted just before the fieldwork is scheduled to start. The copies of manuals in local language may be provided to the trainees in advance in addition to the tables for conversion of local units of area measurement (in 3 decimal places) to hectares. The trainee may be instructed to go through the manuals and schedules before coming for the training. This would facilitate easy absorption of concept, definitions and procedures of data collection by trainees. The trainees could also come prepared to the training session to seek clarification for any doubts that might have arisen while going through the manual.

***Points to be covered under Training of Census personnel:***

9.4 The training should necessarily include an explanation/elaboration about the following point:

- i) Importance of updation of land records to include all mutation cases upto to the end of reference year 2015-16.
- ii) The procedure for retabulation of data from village land records.
- iii) The procedure for ensuring coverage of all survey numbers of operational holdings through Schedule L1/L2.
- iv) Procedure for pooling up of part holdings.
- v) Clarification regarding *de facto* and *de jure* status of holdings (para 20.3.10).
- vi) The procedure for area tally at village level.
- vii) Check points provided by Department of Agriculture & Cooperation, Government of India (Annexure-VI).
- viii) The responsibilities for administrative and statistical supervision.
- ix) Entire format of all schedules should be explained item-wise to avoid any ambiguity in concepts and definitions to be followed.
- x) Instructions regarding use of area and their conversion to hectare in 3 decimal places units, system of expression of fraction and script of numerals. (see section 14)
- xi) Importance of filling up the schedules legibly without overwriting and inconsistencies to be stressed.

9.5 The thrust on various aspects of training would, however, vary keeping in view the level of functionaries to whom the training is being imparted.

**Particular emphasis on aspects relating to responsibilities of the trainees is to be given in training sessions.**

9.6 The main points to be covered and emphasized in the training at field level are:

- i) It is to be ensured by the primary worker that all survey numbers in the village are covered.
- ii) Use of khasara and khatauni registers for preparation of complete list of operational holdings is to be explained.
- iii) The procedure for pooling of part-holdings is to be explained thoroughly. Concept of resident operational holder is also to be explained.
- iv) Distinction between *de facto* and *de jure* position is to be explained and it should be clarified that Patwaris have to go by *de facto* position rather than *de jure* position.
- v) Concepts of Joint and Individual holding are to be explained.
- vi) The entire format of all the schedules should be explained item-wise to avoid deficiencies in understanding concepts and definitions.
- vii) It is to be checked whether the entire geographical area of the village is accounted for. The procedure for applying check for the village as a whole in Schedule L-3 is to be explained.
- viii) Crop-codes in H-Schedule should be filled up correctly (as per Annexure-XI).
- ix) Crops and their codes and concept of codes xx88 and xx99. For example, 0101, 0102.... is for different cereal crops, 0188 for other cereals and 0199 for ‘Total Cereals’. The sum of area of individual crops under 0101, 0102, 0103..... and 0188 should be equal to 0199. In case there is no crop under 0188 (other cereals), the sum of area of individual crops, viz., 0101, 0102, 0103.... etc. will be equal to area under 0199. In case crop codes 0101, 0102, 0103...., 0188 are not mentioned and only 0199 (total) is given in the schedule, then the area shown under 0199 must be copied under 0188 to make the data consistent. The similar approach will be followed in case of other groups/sub-groups of crops, like fruits, vegetables, non-food crops etc. *The code 1000 is introduced to report total gross cropped area of crops ‘other than horticulture crops’.* Similarly, code 2000 will refer to total gross cropped area



***of horticulture crops. The codes for horticulture crops are 05XX, 06XX, 07XX, 16XX and 17XX. The sum of area of horticulture crops and crops other than horticulture crops will form the area of all crops (9999) grown by the operational holder during the reference year.***

9.7 The outlines of some of the procedures to be covered in the training are as under:

- i) ***Preparation of list of Operational Holdings:*** The most important part of the Census is preparation of list of operational holdings. In preparing the list of operational holdings in the village, one has to go through all the survey numbers in the basic village record, viz., 'khasra register' and/or any other equivalent local variant, and has to see whether they form part of any operational holding. One could take the 'khasra register' as the base and classify all the survey numbers/sub-survey numbers held by an operational holder. The other way is to prepare an alphabetical list of names of holders found in the khasra register and against each name put all the survey numbers operated by him. In preparing the list of operational holdings, other village records, viz., 'Khatauni' or "ownership holdings register" could also be made use of. The Khatauni gives the list of cultivators, although this register essentially relates to ownership holdings. Therefore, Khatauni alone would not be able to help in the preparation of list of operational holdings. Where Khatauni is taken as the base, the Khasra register has to be invariably consulted. The procedure for preparing the list of operational holdings has to be explained in detail in the training classes.
- ii) ***Coverage of all survey numbers in the village:*** It is necessary to cover all the survey numbers in the village, which form part of the operational holdings. Every survey or sub-survey number found in the Khasra register has to be seen and one has to decide on the basis of the details given therein whether it forms part of an operational holding. This aspect needs to be stressed in the training classes.
- iii) ***Area tally at the village level:*** All the survey or sub-survey numbers forming part of an operational holding in the village are to be covered. Only such survey or sub-survey numbers, which do not form part of an operational holding, are left out. This would imply that the entire operated area in the village is covered. The operated area of the complete and part-holdings in the village has to tally

with the operated area given in the basic village land records. Before finalizing the list of operational holdings, the Patwari may be instructed to check this aspect so as to ensure that there are no omissions. Similarly, area under different crops as given in the complete and part-holdings should tally with the figures given in the crop abstracts (Jinswars). The checks prescribed through Schedule L3 under paras 20.5.6 and 20.5.7 are also to be explained.

- iv) *Institutional holdings:* Institutional holdings are also to be covered in the Agriculture Census. Holdings like Government farms, farms of sugarcane factories, tea gardens/plantations owned and operated by the companies, cooperative farms, temple lands managed by a Trust through hired labour etc. are to be treated as institutional holdings. Those lands, which are leased out to individuals by the institutions have, however, to be considered as individual holdings. The plantations/tea gardens, etc. operated by individuals are also to be treated as individual holdings. In the training classes, the concept of an institutional holding may be explained in detail.
- v) *Criteria for pooling of part holdings:* Where a holding spreads over to more than one village, the question arises as to where the area is to be accounted for. As already indicated, the residence of the operational holder should be the criteria for accounting of area of part-holdings. The entire area operated would be pooled and shown against the village of his residence. Detailed instructions regarding consolidation of part-holdings are given in the subsequent paragraphs. The patwaris should be given intensive training regarding the consolidation of the part-holdings using example given in Annexure-IX.
- vi) *Concepts:* The concept of operational holding and other concepts used in the present Census should be made clear to the Patwaris and supervisory officers. These concepts are explained in Annexure-VIII.
- vii) *Forms to be filled-in:* Forms to be filled-in by the field staff should be discussed thoroughly giving specific instructions in respect of various columns. Detailed instructions for filling up of forms are given in section 20 of this Manual.
- viii) Fieldworkers should be familiarized with codes to be used for various crops (Annexure-XI). Their attention should also be drawn to the fact that many new crops have been introduced in this Census and also the codes of some of the old crops have been changed. It should also be emphasized that data of new crops

(Mostly horticultural crops) is to be necessarily obtained, even if it is not available in land records.

- ix) *System of Units and Script of Numerals:* Even though it is preferable to use metric system for measurement of area (hectare), the States may decide to use local units. But the unit of area used for filling Schedules, which are to be computerized, should be uniform within a tehsil and decimal system should be used for expressing fractions. For example, 3 Bigha 4 Biswa may be written as 3.04 Bigha. Use of different units of area within a tehsil (Stratum) creates difficulties in computerized tabulation. Only Arabic numerals i.e., 1, 2, 3, 4, 5 ..... should be used for filling schedules. The area unit and its conversion factor to hectare (in 3 decimal places) must be mentioned in different Schedules.

## 10 Supervision

10.1 Supervision plays an important role in improving quality of data collected through Census. Effective supervision has to be organized at different levels to ensure that various phases of Agriculture Census work are carried out according to prescribed time schedule and instructions. The extent of supervision may vary from State to State depending upon the administrative set up. Nevertheless, the work of retabulation done by Patwaris must be supervised by two categories of staff, viz., (i) Administrative and (ii) Statistical. The administrative supervision could be done by Revenue Inspectors, Deputy/Naib Tehsildars and SDOs. Revenue Inspectors should inspect the work of tabulation done by Patwaris in each Patwar circle. Officers above the level of Revenue Inspectors should also inspect work in some villages in Revenue Circle. The statistical supervision may be carried out using services of district level statistical staff.

10.2 State Governments should prescribe suitable proforma for the purpose of inspection which should include the following aspects:-

- i) Whether all survey numbers in the village forming part of an operational holding has been accounted for.
- ii) Whether all survey numbers operated by an operational holder has been covered or any omissions have been noticed. Also, it should be checked whether all the holdings in village are listed and whether Schedule L2 has been exchanged to get complete list of resident operational holders and their operated area for preparation of village T-1.

- iii) Whether area figures given in respect of each survey numbers forming part of the operational holding have been correctly copied down from the basic village form.
- iv) Whether any transfer and correction errors have been noticed relating to the reference year.
- v) Whether up to date land records including mutations have been used for the reference year.
- vi) Whether coverage of institutional holdings is as per Concepts and Definitions.
- vii) Whether retabulation of entries in respect of land utilization, cropping pattern, irrigation, etc. have been correctly done.
- viii) The cropped area of the complete and part-holdings in the village should normally tally with the cropped area given in the village land records. Similar checks should be conducted in respect of area under irrigation and area under principal crops. Besides this, it must be ensured that the net area sown is equal to or less than the gross cropped area. Similarly the net irrigated area should be equal to or less than the gross irrigated area. A list of checkpoints is enclosed as Annexure-VI.
- ix) Whether prescribed system of units, their conversion factor to hectare (up to 3 decimal places) and script of numerals have been used.
- x) Any other points which the inspection officer wants to mention on the improvement of quality of data collected or any other problems faced.

10.3 The statistical checks may be carried out by drawing statistical personnel from Directorate of Economics & Statistics and/or any other Department of the State Government. The State Governments may take into account the existing resources and devise a procedure for statistical check of the retabulation work done by Patwaris.

10.4 The quantum of inspection should be laid down at various supervisory levels. Cent per cent checking should be ensured at Revenue Inspector level, 25 percent at tehsil level and 10 percent at district level.

## **11 Flow of Schedules**

11.1 Clear-cut instructions should be issued regarding flow of schedules from village level to tabulation center. The filled-in schedules should be scrutinized

thoroughly at each level before these are passed on to the next higher level to avoid unnecessary correspondence and delay at the tabulation stage on account of the discrepancies, which may be noticed subsequently.

11.2 The Patwari should prepare Table T-1 for the village (format at Annexure-VII) and send it to the block/tehsil headquarters for consolidation. The Schedule-L1 should also be preserved and submitted to the Tehsil/Block Headquarters along with T-1 for its onward transmission to the District/State Headquarters who in turn forward them to the State Headquarters.

11.3 In order to maintain speedy data entry work and to ensure that not many errors occur at the time of computerized validation checks, it is necessary that the schedules are free of inconsistencies, properly codified and legibly filled before these are passed on to data entry agency. Even though various field functionaries are expected to keep these aspects in view while filling the schedule, it is necessary that manual scrutiny is carried out by engaging statistical personnel before passing on the schedules to data entry agency. It would be advisable that Patwari/Revenue Inspector of the concerned area remains available for any clarification when the manual scrutiny of schedules of his/her area is taken up.

## **12 Constitution of State Coordination Committees (SLCCs)**

12.1 Since different departments would be involved in Agriculture Census operation in States, it is necessary to have a Coordination Committee at the State level to review the progress from time to time. The committee may be headed by Agriculture Census Commissioner of the State who may be either Financial Commissioner or Revenue Secretary or Agricultural Production Commissioner or Agriculture Secretary. The other members may include representatives from State Departments of Revenue, Agriculture and Statistics, as the case may be. Officials from Computer Cell of the State and/or Data Entry Agency engaged for computerization and NIC may also be included as a member in addition to a representative from Agriculture Census Division of Ministry of Agriculture, Government of India.

12.2 It is necessary to form similar Committees at the district level. These would be headed by the Collector/Dy. Commissioner who will be designated as District Agriculture Census Officer. Members of this Committee may include, representatives from District authorities of Revenue, Agriculture & Statistics. This would help in better coordination, smooth conduct, and timely completion of Agriculture Census operation.

## 13 Publicity

13.1 The importance of publicity for the Agriculture Census cannot be over-emphasized. Experience shows that adequate publicity among the persons concerned would help in conducting and completing it properly in time. The State Governments should take adequate steps to give due publicity to this work through the mass media and village Panchayats, and create necessary awareness among people for successful completion of this gigantic task. It is necessary that the respondents are made aware of the importance of statistics and they should also be told that the data supplied by them for Agriculture Census, particularly on aspects relating to tenancy, division of holding or crops cultivated will not be utilized for settlement of any dispute in any court of law or for deciding any taxes to be levied on them.

## 14 Units for Measurement of Area

14.1 It has been experienced that various units for measurement of area are prevalent in the country. Even within a State many systems of measurements and units are present in different regions. For preparing all India estimates it is necessary to adopt a uniform unit of measurement. It has, therefore, been decided that all the results of Agriculture Census at All India level will be released in **metric system with hectare** as unit of area. In States where it is difficult to adopt hectare as unit uniformly, it is suggested that for filling various schedules, local units and system of measurement may be used, but final total should be expressed only in decimal system. In such cases conversion of units could be made using the computer programme. **But it must be ensured that within each Tehsil (Stratum) only one unit is used for accounting of area. In other words, please indicate the area unit and conversion factor of area unit to hectare (in 3 decimal points) in the schedule at the time of filling-up them.**

14.2 In case where table T-1 at village/Tehsil/District level is prepared in some unit other than hectare, it should be converted to hectares before submission to State level. All further aggregation of T-1 will be done in hectares only.

14.3 Areas under a holding could be filled in local unit but decimal system is to be used for expressing fractional parts, eg., the area of plot with dimensions “12 feet 3 inch i.e. 12.25 feet –by- 12 feet 6 inch i.e. 12.50 feet” should be given as “153.125 square feet”. The conversion factor of area units to hectare must be given in 3 decimal places to make the conversion of area figures in local units to hectare with the help of computer programme.

### ***Script of Numerals***

14.4 Only Arabic numerals (1,2,3,4,5 etc) should be used for filling various schedule.

### ***Manual Scrutiny***

14.5 All the Schedule-H and the listing Schedules L1, L2 & L3 are to be manually scrutinized by statistical staff before these are submitted for data entry. The following points are to be checked in Manual Scrutiny.

- i) Whether the schedules have been filled legibly.
- ii) Whether the instructions for use of area unit and system for expressing fractions have been followed.
- iii) Whether conversion factor of area unit to hectare in 3 decimal places have been given.
- iv) Whether the column totals in Schedule-H have been provided.
- v) Whether the data given in the schedules are consistent. All the consistency checks given in Annexure-VI are to be applied at the manual scrutiny stage.
- vi) Whether correct codes have been used.
- vii) Whether all the columns have been filled-up.

### **15 Printing of Schedules**

15.1 While sending the schedules for printing, it is important to ensure that order of the columns/blocks given in the schedules is not changed. Any change in order of the columns adversely affects the use of standard computer programmes which are prepared keeping in view the standard format of the schedules prescribed by Government of India.

### **16 Delivery of Schedules to Data Entry Agency**

16.1 A table (Table-SS) indicating number of holdings and area operated in the sample village in all size classes and social groups will be prepared for each sample village in the proforma given in Annexure-V. This table will be attached on the top of the bundle containing Schedule-H for the village. At the time of receipt of village Table (T1) in a Tehsil, it must be checked that Table-SS is also received. These may be forwarded to District/State along with tehsil/district tables. The data entry agency will utilize Table -SS to ensure that all the operational holders and their particulars have been filled up in Schedule-H for

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sample village. Table-SS would also ensure that the data entry has been completed for all these holdings which are listed in Schedule-H.

## **17 Seeking Clarifications**

17.1 Any issue regarding Concept, Definition and Procedures for Agriculture Census 2015-16, which could not be clarified at the State level should be referred to Government of India at the following addresses.

- i) Dr. Mamta Saxena, Deputy Director General-cum-Agriculture Census Commissioner, Department of Agriculture & Cooperation, Government of India, Krishi Bhawan, New Delhi. Tele Fax No.: 011-23382523.
- ii) Shri Janardan Yadav, Director, Department of Agriculture & Cooperation, Government of India, Krishi Bhawan, New Delhi. Tele Fax No.: 011-23384348.
- iii) E-mail:
  - [agcensus.krishi@nic.in](mailto:agcensus.krishi@nic.in)

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# **Section - B**

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## 18 Concepts & Definitions

18.1 Concepts and definitions to be used in data collection of Agriculture Census are explained in Annexure-VIII and frequently answered questions and other clarifications are given at Annexure-X of the manual.

18.2 In all the Listing Schedules L1 and L2, the primary unit of enumeration (statistical unit) is the ‘Operational Holding’, which is defined as '*All land, which is used wholly or partly for agricultural production and is operated as one technical unit by one person alone or with others, without regard to the title, legal form, size or location*'. However, for L-3 the basic statistical unit is a village.

18.3 The primary workers should ensure, before listing any operational holder, whether he has actually put his land, wholly or partly to agricultural production during the agricultural year 2015-16. In case the holder has put his entire land to non-agricultural use during the reference year and had kept it fallow during the preceding year also, such holder will not qualify as an operational holder, and hence will not be listed. If entire area of a holding is kept as current fallow in the reference year but some part of it was cultivated during the previous year, such holding will be treated as an operational holding. An operational holding would include both cultivated and uncultivated land. If both net sown area and current fallow are zero during the reference year, such holding will not be considered as an operational holding although some area may exist in other part(s) of classification of land use, like, fallow other than current fallow, culturable waste, area not available for cultivation etc.

## 19 Schedules of Agriculture Census

19.1 There are three listing schedules which are common to all villages and one Holding schedule which would be filled in for each operational holding in selected villages. These schedules are as under:

Schedule - L1	List of resident operational holders and area operated in the village.
Schedule - L2	List of non-resident operational holders and area operated in the village.
Schedule - L3	Village Summary.
Schedule - H	Detailed data on operational holding.

19.2 The format of these schedules may be seen at Annexure I to IV.

## 20 Instructions for filling Schedules

### ***Listing Schedules (L1, L2, L3) – Phase-I***

20.1 Survey number-wise geographical area operated by resident cultivators would be recorded in Listing Schedule-L1. Similar details would be recorded in Listing Schedule-L2 for non-resident operational holders, i.e., those who are residing outside the village but operating some land in the village. The purpose of L-3 is to reconcile the geographical area of the village with the operated area and area under other uses.

20.2 As soon as preparation of listing schedules L1 and L2 is complete for a village, the schedule L-3 should be filled for reconciling the geographical area of the village. After reconciliation of village area, a copy of L-3 should be forwarded to data entry agency for tabulation. The provisional table T-1 on number and area of operational holdings by different size-classes of holdings should be prepared immediately after consolidation of listing schedule L1 for the village and L2 received from other villages, without waiting for Holding Schedules-H to be completed. Table-1 for each village should be completed by the concerned primary worker/Patwari and passed on to R.I/Tehsildar immediately for its consolidation at Tehsil level after the field work is over who may forward the same to the State Headquarters Unit along with Schedule-L1 who, in turn, will be responsible for consolidating it at State level after due checking. Table-1 should be submitted to the Government of India in the format given at Annexure-VII by the State within one month of completion of the fieldwork for listing schedules L1/L2 in the State to bring out all India provisional T-1 within 3 months of the completion of fieldwork of Phase-I.

### **20.3 Listing Schedule L1 (List of Resident operational holders)**

20.3.1 In schedule L1, only those operational holders of a village will be listed, who are residing in that village and are operating some land within the same Tehsil irrespective of the fact whether they are cultivating land in that village or not. It is, however, suggested that all the resident holders of the village, even if their land in that village is uncultivated and seems to be part of non-operational holding may, in the first instance, be listed in Schedule L1. If it remains a non-operational holding even after adding the area of parcels of other villages, then only, he/she should be deleted from the list.

20.3.2 All types of holdings (Individual/Joint/Institutional) would be listed in Col.3 of the Schedule L1 simultaneously and hence there is no need to use separate sheets for Individual/Joint/Institutional holdings this time also.

20.3.3 Theoretically, the location of the land being operated is not a constraint. In other terms, the land could be located in different villages not

necessarily within a tehsil or district or even the State but it will qualify to be considered as a single holding only if, *it is operated as the same technical unit, i.e., by the same management with the same means of production such as labour force, credit, machinery and animals etc.* However, since the information on the land operated by holders is to be retabulated from the village records, accounting of such land lying outside the tehsil would involve operational difficulties. Functionally, also it is difficult to manage parcels located in different tehsils as one technical unit, except perhaps in cases of parcels located on the boundary of the tehsil. Moreover, the number of such cases may be small. It has, therefore, been decided that for the purpose of Agriculture Census, an operational holding would not include land, if any, located outside the tehsil boundary. The land operated outside the boundary of a Tehsil would be treated as a separate operational holding where it is located.

20.3.4 As a corollary to this restriction, it is necessary to treat those holders who are residing outside the tehsil but operating land in the village as if they are residents of that village (deemed resident). The details of survey number operated by these holders and their operated area would be recorded in Schedule-L1 after details of resident holders have been recorded. If such deemed resident, is an Individual/Joint/Institutional holder, his details would be recorded under the respective headings of this Schedule-L1. If such an operator has lands in two or more villages, the land in each village will be treated as a separate operational holding for sake of operational convenience.

*Column 1: Serial No.*

20.3.5 All the resident operational holders who are residing in the village would be listed first before taking up the listing of the operational holders who are residing outside the tehsil and who for the purpose of Agriculture Census, are considered, as if they are residents of the village. Running serial numbers would be given to all type of the operational holders, like, Individual, Joint and Institutional category. The task of giving running sl.no. will be taken up only after the lists of operational holders (individual, joint and institutional) have been finalized after incorporating the details of other holdings lying in other villages of operational holders. These running serial numbers will also be filled up in col.2(iii) of Part A2 of Schedule-H for identification in case that village is selected for collecting detailed data in Phase-II.

*Column 2: Name of the Operational Holder*

20.3.6 It is necessary to give the full name of the operational holder with the name of his father/her husband for easy identification.

*Column 3: Holding type (Individual/Joint/Institutional)*

20.3.7 The type of holding of the operational holder, viz., individual, Joint or institutional will be recorded under this column by using the codes 1, 2 or 9 respectively (Please refer para 5 of Annexure-VIII for details).

*Column 4: SC/ST/Others/Institutional*

20.3.8 The social group to which the operational holder belongs, viz., Scheduled Caste/Scheduled Tribe/Others will be indicated here by using the codes 1, 2 or 3. This information may not be available in the village land record. The Patwari should fill this by his own knowledge or after making necessary local enquiries. In the case of a joint holding where the joint holders belong to different social groups, the social group of the dominant holder who holds the maximum area or who is dominating in taking decisions about the management of operational holding may be recorded here. In the case of Institutional holdings no such categorization would be required and hence the corresponding code (9) will be filled in the column.

*Column 5: Gender of Operational Holder (M/F/Inst.)*

20.3.9 Here enter the gender of the operational holder by using the code 1 for male and 2 for female. For institutional holdings 9 will be filled in this column. In the case of a joint holding where the joint holders belong to different sex i.e. Male and Female, the criterion for deciding the gender of such holder may be done on the similar lines as mentioned in paragraph 20.3.8 above.

*Column 6 & 7: Survey/Sub-survey Nos. and Geographical Area*

20.3.10 While listing the survey/sub-survey numbers, it is necessary to list them in an ascending order. For this purpose, the primary worker can make use of the basic village land records such as Pahani is a register, which gives **the list of persons who own land alongwith the area owned**. The concept followed in **Agriculture Census is of Operational Holding and not the ownership holding. An operational holder is the one who actually operates the land and not the owner**. Therefore for the purpose of Agriculture Census a person would be taken into consideration if he is an operational holder. In case an owner has leased out his land to another cultivator, these survey numbers and their areas would have to be shown against the name of the person who has taken the land on lease and who is actually operating the land. As such in preparing the list, the Patwari has to record the *de facto* position rather than *de jure* position. If required he could use his personal knowledge or information based on enquiry to fill the correct information in the schedule. In this connection it may be noted that there may be cases where a piece of land is in the name of father but his two sons have done a partition of the land, though

not legally on paper, and are operating two portions independently and are living in separate households. Such cases are to be treated as two separate holdings as this is *de facto* position though as *de jure* it is one holding.

20.3.11 As mentioned earlier, it is not necessary that the entire area of the operational holder should be under cultivation. Some area of a holding might be kept fallow or may be put to non-agricultural uses or it may be culturable waste. In Col.7 the geographical area of each survey/sub-survey number and not only the cultivated area, should be recorded.

20.3.12 After listing all the survey/sub-survey numbers actually operated by one operational holder during the agricultural year 2015-16, the primary worker would make totals of both the survey/sub-survey numbers and the geographical area of such numbers (preferably using a red ink or ink of a colour which could be easily distinguished from one used for filling survey number-wise details) before taking up listing of another operational holder.

20.3.13 After listing all the resident operational holders, the primary worker will record the total survey/sub-survey numbers covered and their geographical area before he takes up listing of those non-resident operational holders who are actually residing outside the tehsil but, for the purpose of Agriculture Census, are considered as if they are the residents of the village (deemed resident). After listing such non-resident operational holders, the primary worker would also record total survey/sub-survey numbers and their geographical area operated by these non-resident (deemed) operational holders.

20.3.14 It was observed during the previous censuses that there was difficulty in proper understanding of the definition of joint holding by the primary workers. It is, therefore, necessary to explain clearly the difference between individual and joint holdings. An individual holding may be operated by one person alone or by a group of persons but the basic condition is that these persons must belong to the same household, i.e., they must be residing together and taking their food from a common kitchen. If two or more persons belonging to different households are operating some land jointly as partners, then alone such holding would be considered as joint holding for only that part of the operated area. If two brothers are staying together and taking food from common kitchen for convenience only, but each is operating some land independent of the other, these will be considered as two Individual Holdings. Sometimes the land is shown in the Land Records as Joint Khata even though informal partition has taken place and the brothers are staying separately and cultivating their shares independently. This will not be treated as Joint Holding but will be treated as individual holdings. In case there is a Joint Khata shown against more than one person and no formal or informal partition has taken

place, such joint khata would be treated as one individual holding and not joint holding.

20.3.15 The area operated could be land owned and self -operated, land leased-in or land otherwise operated and/or combination of one or more of these three categories. Land owned and operated would include such lands, which are held under owner like possession also. Land might have been leased in on different terms such as for a fixed amount of money, fixed quantity of produce, share of produce, etc. ‘Area Otherwise Operated’ includes land which is neither owned nor leased in but is operated by the operational holder. Such land may include encroachment, forcible occupation, unauthorized occupation, land under dispute, etc. It is apparent from the results of previous Censuses that in some States, lands otherwise operated were either overlooked or were not properly reported or were included wrongly as leased-in land. It is, therefore, necessary to ensure that all such lands, which are otherwise operated, are included in the operational holding, and are correctly reported.

*Column 8: Area operated in other villages within the same tehsil*

20.3.16 This is the area operated by an operational holder, which is located in another village. This information would be collected from the respective villages in Schedule L2 and transferred here. The village-wise details of area operated outside the village of residence but within the same tehsil will be indicated in this Column. The name of such village from where the area is getting transferred would be written in Column 11.

*Column 9: Total area operated*

20.3.17 This is the sum of Col.7 and Col.8.

*Column 10: Size Class*

20.3.18 The size-class under which the operational holder falls should be recorded here on the basis of information in Col.9 using the codes given in the end of this Schedule-L1.

*Column 11: Remarks*

20.3.19 Village-wise records of area operated in villages other than that of residence may be noted in this column in addition to other information as mentioned in the footnote of this Schedule (L1).

20.3.20 The Schedule-L1will provide complete list of holdings for the village which will be used for preparation of village T-1. This time also each Patwari will prepare a Summary Table (based on L1) as per the format given in the end of this Schedule as such information will be used to have a cross-check between

the data entry error and the Schedule error where Schedule-L1 is going to be computerized for generation of village T-1.

#### **20.4 Listing Schedule L2 (List of Non-Resident Operational Holders Operating Land in the Village)**

20.4.1 In this Schedule only those holders who are not residing in the village but are residing in other villages within the boundary of the tehsil, would be listed. It is also necessary that they must be operating some land in the village. The idea in preparing a separate list of non-resident operational holders is that it can be used as a reference for transmission of information to Schedule L1 for such operational holders to the primary worker concerned for consolidating the operational holdings in the village of residence of the operational holder.

20.4.2 It will be seen that the identification particulars of this Schedule are divided into two parts, viz., particulars of the village where land is operated and particulars of village where holder is resident.

20.4.3 Separate L2 schedule will be filled in for each village where one or more of non-resident holders are residing. The name of the village in which these non-resident operational holders are residing would be indicated against 'Village of residence' in Part 'B' after recording the identification particulars of the village for which the primary worker is recording survey number-wise areas, viz., Part 'A'. Besides, the name of the village of residence, Patwar Circle, and R.I. Circle in which this village is situated, would also be recorded for easy reference in Part 'B'. This would facilitate the decision as to whom these details are to be forwarded for consolidating the holdings.

*Column 1: Serial No.*

20.4.4 Running serial numbers should be given to operational holders of the village listed in Column 2.

*Column 2: Name of Operational Holder*

20.4.5 Full name of operational holder along with name of father/husband should be indicated in this column.

*Column 3: Type of Holding*

20.4.6 The status of the holding should be appropriately entered using the codes 1 for individual, 2 for joint, and 9 for institutional holdings.

*Column 4: Social Group*

20.4.7 The social group to which the operational holder belongs, viz., Scheduled Caste/Scheduled Tribe/Others, should be recorded here. In case of a joint holding where the joint holders belong to different social groups, the social

group of the dominant holder who holds the maximum area or who is dominant in taking decision about the management of the operational holding, may be recorded here. Institutional holdings do not need this categorization and hence 9 will be filled in this column.

*Column 5: Gender of the Holder*

20.4.8 The gender of the operational holders should be entered here using code 1 for male and 2 for female. For institutional holdings 9 will be filled in this column. Please refer para 20.3.9 also for details.

*Column 6, 7 and 8: Survey/Sub-survey Nos. and Geographical Area and Remarks*

20.4.9 It is possible that the non-resident operational holder might operate land in more than one village. However, the primary worker has to record in this schedule only such area, which the non-resident operational holder is operating in this village. Even if the entire land held by a non-resident cultivator is old fallow or culturable waste or not available for cultivation etc, he has to be listed as an operational holder in L2 as his real status will be determined after pooling of all parcels held by him in his village of residence. As in the case of Schedule L1, the survey numbers would be listed in an ascending order and the geographical area of each survey/sub- survey number would be recorded irrespective of the fact whether the entire area has been cultivated or not. After listing all the survey/sub-survey numbers and their geographical area operated by one operational holder, totals are to be made and recorded before taking up the listing of survey/sub-survey numbers of another non-resident operational holder. After listing of non-resident operational holders in a particular village is completed, the primary worker would record the total survey/sub-survey numbers accounted by such non-resident operators (residing in that particular village) and their geographical area. **Though some demarcation has been indicated in the schedules, it is not necessary to allocate any fixed space in the printed schedules for each holding. The space required would vary from holder to holder, depending on the total survey/sub-survey numbers he might be operating. The column 8 may be used for recording information as indicated in the footnote of this Schedule.**

**20.5 Listing Schedule L3 (Village Summary):**

20.5.1 This schedule was prescribed in earlier censuses also. In the current Census, its use is intended solely as an instrument for area tally at village level to ensure that no part of the operated area in that village is left out. **To ensure quality of data generated through Agriculture Census, it has been decided that this schedule is to be prepared mandatorily in all the States.** Besides

identification block, this schedule contains 2 more blocks of information, which could be filled without much effort after preparation of schedules L1 and L2.

### **Block A**

20.5.2 It deals with identification particulars of the village and other useful information on area unit and its conversion factor to common area unit as hectare.

### **Block B**

20.5.3 This block contains part of the information readily available in village abstract. The information is to be copied in the schedule from village abstract to ensure that all the survey numbers in the village and their geographical area is accounted for and that no survey number or its area is left unaccounted. It was felt that it would be advantageous to use a separate sheet for recording details of those survey numbers, which are not covered by operational holdings. The total geographical area in the village according to Schedules L1 and L2 would be shown under items 1 and 2 of Schedule L3. Details of areas, which are not included in the operational holding, are to be recorded under item (3) of Schedule-L3. **The sum of areas under items 1 to 3 will give the total geographical area of the village. This check has to be compulsorily done before transferring of Schedule-L2 to Patwari of concerned village and preparation of Table T-1.**

20.5.4 Item-wise description of the schedule is given below.

#### *Item No.1 & 2: Operated Area held by Resident and Non-Resident Cultivators*

20.5.5 This accounts for all survey/sub survey numbers in the village and their geographical area held by the operational holders. This information has to be copied from total arrived at in Schedules L1 and L2 for the village. In filling information in item no. 1 and 2, all four types of holdings viz., individual, joint, institutional and those residing outside the tehsil but operating land in the village (Deemed resident Cultivators) are to be included.

#### *Item No.3: Area not covered by Operational Holding*

20.5.6 This information is to be obtained from village abstract. The categories, under which survey numbers not covered by the operational holders may fall, are indicated under item (3). The details under these items basically relate to non -operational holdings. Normally, these are similar to categories prescribed in the Land Revenue Manual and the geographical area against these is readily available in the Village Registers. This categorization is broad and even if the State Government has adopted their own classification, they would be able to give information under these categories. The basic idea here is to

collect details of those village areas, which are not covered by the operational holding. It would suffice to give the total area of survey/sub-survey numbers covered by each category. Survey number-wise details of areas are not required here. It should, however be ensured that no part of village area is left out. It is to be kept in view that item 3 refers to area outside the operational holdings. As per the definition of the operational holding, if the entire area of the holding is under old fallow, it will not be considered as an operational holding. Such area would, however, not be included under other categories such as forest, pastures, grazing lands etc. It is thus to be covered under item 3 (v). This column would indicate the extent of the area, which would normally be operated but no part of it was operated during the reference year and also in the previous year for certain reasons. The items covered under various heads are more elaborate this time and hence there could be no difficulty in filling-up correct information.

#### *Item No.4: Grand Total*

20.5.7 This is obtained by adding Items 1, 2 and 3. The total thus obtained should be equal to village geographical area. If the two sets of figures do not tally, this would mean that either some area has been left out or there is something wrong in totaling. The primary worker should go through the Listing Schedules carefully to locate the difference and correct the entries before he proceeds to the Holding Schedule-H. The primary worker may consult the checklist at Annexure-VI for knowing possible sources of errors.

#### **20.6 Holding Schedule-H: (Phase-II)**

20.6.1 The format of Schedule-H in the current Agriculture Census 2015-16 has been kept similar to that of the last Census except some changes. The modified format may be seen at Annexure-IV. The Schedule is to be filled in for all resident cultivators of 20% sample villages already selected under TRS. The details of principal characteristics of holdings, viz., area leased-in, land utilization and crops grown would be collected from records for each khasra number, whether located in the village of residence or in other villages within the same tehsil, operated by the particular operational holder. If the resident operator is operating some land outside the sample village, details of such lands for all the characteristics would have to be obtained by the primary worker from the concerned Patwari in separate Schedule-H and these should then be added to the Khasra numbers of that operational holding in the village where the operational holder resides. Extent of land operated by the resident cultivator outside the sample village would be available from Schedule-L2 received for compiling Table-1 or from Col.8 of Schedule-L1 of that village after making necessary entry against this column. After covering all Khasra numbers of one operational holding, Patwari would make totals of all relevant columns of revised format of Schedule-H on some separate sheet of paper and

write/reproduce the same legibly in different columns of the Schedule against the name of the particular operational holder. This process will continue till all the resident operational holders as listed in Schedule-L1 for T-1 purpose in the selected village, are covered.

20.6.2 Separate revised Schedule-H would not be filled in for each operational holder in the sample village. It is important to note that the information in Schedule H should be filled for the operational holding as a whole for the entire operated area, including area outside the village covering all Khasra/Sub-survey/Survey numbers belonging to the operational holder in one row.

20.6.3 For units of area to be used, please follow instructions given in sub-section 14 and also see the instruction given at the end of revised format of Schedule-H.

20.6.4 There may be some non-resident operational holders who are operating some land in the sample village, but residing outside the tehsil. As explained earlier (refer Annexure-IX also) such non-resident operational holders would be treated as if they are residing in the village and their holdings would be pooled in the data for the village. Once all operational holders are covered in the sample village, Patwari would write the ‘total’ of all the columns in the end and tally specifically the figures mentioned in the end of S.No. of Col.1 and the total operated area given in Col.2(v) of Block A2 with village T-1 to avoid omission of operational holders and their operated area in sample village.

20.6.5 The Schedule-H has been divided into following seven blocks:

Sl.No.	Name of Block	Details
1.	Block A1	Identification Particulars
2.	Block A2	Particulars of operational holder
3.	Block B	Area operated by tenancy
4.	Block C	Land utilization
5.	Block D1	Crop-wise area (for other than Horticulture crops)
6.	Block D2	Crop-wise area (for Horticulture crops)
7.	Block D3	Area under all crops

#### ***Block A1: Identification Block***

20.6.6 In this Block, Patwari would record the name of the State, district, tehsil, sample village, etc. Also, appropriate codes in the boxes are to be filled-in column 1 to 7. While it is necessary that States get their codes, as given in Annexure-XII, printed in the schedule, the other codes are to be filled by field/supervisory officers using the list provided by the State Government. If there is no change in boundary of a District/Tehsil since the previous Census, code assigned to the District/Tehsil in that Census should be retained in current

Census also for comparability. In Col.9, tick appropriate area unit. In case area unit is other than hectare or acre, please mention the same in this column. In Col.10, conversion factor of area unit to hectare (in 3 decimal places) should invariably be given in respect of all kind of area units including acre. In case area unit is hectare, please write '1' against Col. 10.

## **Block A2: Particulars of operational holder**

### *Item 1: Serial Number*

20.6.7 The running serial numbers starting from 1 has to be given to each operational holder in the sample village.

### *Item 2(i): Name of operational holder*

20.6.8 The Patwari has to record full name of the concerned operational holder with the name of the father/husband.

### *Item 2(ii): Total survey/sub-survey numbers*

20.6.9 The Patwari must record total survey/sub- survey numbers forming total operated area of the operation holder, based on information compiled in Schedule-L1 for preparing village T-1.

### *Item 2(iii): Serial number of operational holders as per Col.1 of Schedule-L1*

20.6.10 Since all the operational holders in the sample village are to be covered for Schedule-H, the serial numbers given in Col.1 and Col.2(iii) would be the same.

### *Item 2 (iv): Social Group of operational holder*

20.6.11 In view of increasing demand for detailed information on Scheduled Castes and Scheduled Tribes operational holders, provision has been made to indicate whether the holder belongs to SC/ST or other Social groups or it is an Institutional holding. Though the Schedule- H has to be filled in by retabulation of information available in the land records, still Patwari should be able to know the name of the caste or the tribe of the operational holder from his own knowledge and record the same in the Schedule-H. In practice, this information has to be copied from schedule-L1/L2 where it has already been collected. A cultivator who is Scheduled Caste must belong to Hinduism or Sikhism or Budhisim and he cannot belong to any other religion. A member of Scheduled Tribes may, however, belong to any religion.

### *Item 2(v): Area Operated*

20.6.12 In this column, total area of all Survey numbers operated by an operational holder whether in the village of residence or elsewhere but within

the Tehsil is to be entered. [For use of units for filling area, instructions given in sub-section 14 are to be followed.]

*Item 2(vi): Size Class*

20.6.13 There would be 10 size classes as indicated below for presentation of data. The Patwari would record the correct code number as applicable. These codes are given at the end of this Schedule.

20.6.14 There are five other blocks in Schedule-H, namely, Operated area by Tenancy Status, Land Utilization, Crop-wise area (other than horticulture crops), Crop-wise area (for horticulture crops) and area under all crops. The Patwari would record this information for all Survey/Sub-survey number added together which are operated by the concerned holder in the sample village. If the operational holder is operating some land in more than one village, he would obtain similar details from the concerned Patwari for the area operated by him in other villages and the same will be pooled in Schedule-H against that particular holder.

***Block B: Area operated by tenancy***

*Columns 3 to 6*

20.6.15 The area operated may be owned and self- operated/leased-in/otherwise operated and/or combinations of these three types. The concepts of ownership, tenancy and otherwise operated area explained in Annexure-VIII. The total area operated by the holder would be recorded in column 6 which would be the sum of area recorded in columns 3, 4 and 5 and should tally with the operated area as recorded in column 2(v).

*Column 7: Tenancy Status*

20.6.16 The area operated by the holder may be entirely owned by him, or it may be partly owned and partly leased-in or it may be entirely leased-in. There is also a category namely, ‘area otherwise operated’. Area, which is occupied and operated by an operational holder by encroachment or is forcibly occupied would be accounted as ‘otherwise operated’, the land operated may or may not be exclusively otherwise operated. Attempts should be made to collect details about exact position of tenancy including ‘Oral Tenancy’. This should be done discretely by Patwari by questioning the Head of the household/operator of holding in a suitable manner. **While eliciting this information it may be made clear to the informant that this information would be treated as completely confidential and will be utilized for statistical purposes only. It may also be made known to him that his name will not be divulged to anybody nor can**

**the information be utilized in any court of law. It should be made clear to the respondent that the information supplied for the census would also not be utilized for levying any taxes on him.** The enumerator also should note that tenancy particulars should be collected with utmost accuracy, as these are very sensitive yet vital information.

20.6.17 Seven code numbers would be utilized for indicating the tenancy status of the holding as a whole. The land operated might be owned and self operated/leased-in/otherwise operated and or combination of one or more of these three. Seven codes which are suggested for indicating the tenancy status of the selected holding are printed in the end of this Schedule.

### ***Block C: Land Utilization***

#### ***Columns 8 to 15***

20.6.18 The Patwari are well conversant with nine-fold land use classification adopted by State Governments. However, for the purpose of Agriculture Census, three-fold classification has been introduced which are break-up of the operated area belonging to the operational holder. The details three-fold classification is provided at Annexure-VIII.

20.6.19 For ready reference, the break-up of three-fold classification into nine-fold classification is given below:

S.No.	Six-fold classification	S.No.	Nine-fold classification
1	Net Area Sown	1	Net Area Sown
2	Current Fallow	2	Current Fallow
3	Area not cultivated	3	Fallow land other than current fallow
		4	Permanent pastures and other grazing land.
		5	Land under miscellaneous tree crops and groves not included in net area sown.
		6	Culturable waste
		7	Forests
		8	Area put to non-agricultural uses
		9	Barren and uncultivable land

20.6.20 It would be thus clear that there is practically no difference between the standard nine-fold classification of the land use adopted by the State Governments and the three-fold classification proposed here for the Agriculture

Census which is nothing but an abridgement of nine-fold classification. Please refer Annexure-VIII (section 9) for detailed concepts and definitions.

***20.6.21 The net area sown shall be reported as the sum of the irrigated and unirrigated portion of the net area. Portion of net sown area which received any irrigation during the reference period, may be indicated as net irrigated area. Else, i.e. if the entire net area sown has not received any irrigation during the year of reference the entire area would be treated as unirrigated. In another case, for example a holding consists of two separate parcels/plots one receive irrigation and the other not, then net area of the plot which received irrigation would be net irrigated area and the net area of the other plot which did not receive irrigation would be net unirrigated area.***

#### *Column 15: Irrigation Status*

20.6.22 The village Accountant should indicate the irrigation status of the holding by writing appropriate code number as given below:-

Irrigation Status	Code Number
Wholly irrigated	1
Partly Irrigated	2
Wholly unirrigated	3
Entirely current fallow holdings	4

20.6.23 The irrigation status of the holding will be decided on the basis of availability of irrigation in the reference year 2015-16 and keeping in view the definition explained in para 8.1 of Annexure-VIII.

20.6.24 The Patwari has to indicate whether the holding is wholly irrigated or partly irrigated or wholly unirrigated. If the entire net area sown is equal to net area irrigated, such holding would be treated as wholly irrigated holding. In case part of the net sown area is irrigated, it will be partly irrigated and if the entire net sown area has not received any irrigation during the year, such holding would be Wholly Unirrigated. If the entire cropped area is kept fallow during the current year 2015-16, but was cultivated during the previous year 2014-15, Code No.4 would be assigned to such holding as its irrigation status.

#### ***Block D1, D2 and D3: Crop-wise Area***

#### *Columns 16 to 48*

20.6.25 Block D1 refers to reporting of irrigated and unirrigated area, as the case may be of crops other than Horticulture crops. The Patwari may report the codes (as in Annexure-XI) in respect of each crop.

20.6.26 Block D2 is intended to report horticulture crops, which were grown by the holder during 2015-016.

20.6.27 Block D3 is provided for sum of various crops shown in Block D1 and Block D2 to provide area under ‘all crops’ (9999).

20.6.28 Provision has been made to record separately area irrigated and unirrigated under four crops. However, in case the operator has grown more than four crops, Patwari should use additional sheet for recording details of those crops in excess of four crops. A provision of twenty crops has been made in the computer programme of data entry. Hence, Blocks D1 and D2 can be stretched to accommodate up to twenty crops. The name of the crop would be indicated in the blank space provided for “crop”. The Patwari must ensure that he will not record the area figures before writing the name of particular crop. Appropriate crop codes with reference to Annexure-XI may also be indicated.

**The area under mixed crops, like, Bajra-Arhar, Jowar-Arhar, Barley-Chana, Wheat-Mustard, Paddy-Arhar etc. should be divided on the basis of their proportions in seed application at the time of sowing and added in the area of respective crops under irrigated and unirrigated columns. The proportions of seed application in mixed crops could be obtained from the State/District Agriculture Department.**

20.6.29 The irrigated and unirrigated gross cropped area under each crop would be separately indicated in respective columns of Blocks D1 and D2 and their total in Block D3.

20.6.30 Total irrigated area of various crops reported in Block D1 shall be stated at column 28 of the block. Similarly, column 29 refers to the total unirrigated area of all crops reported in Block D1.

20.6.31 Total irrigated area of various crops reported in Block D2 shall be stated at column 43 of the block. Similarly, column 44 refers to the total unirrigated area of all crops reported in Block D2.

20.6.32 For the sake of uniformity the code numbers for various crops have been standardized by Government of India. These are given in the ‘List of crops’ at Annexure-XI. The States/UTs are advised to follow the same system of codes for uniformity. The codes follow the following broad categorization of crops :-

*Food Crops:-* include Foodgrains, Sugar crops, Spices & Condiments, Fruits, Vegetables.

*Food grains:-* include Cereals and Pulses.

*Non-Food Crops*:- include Oilseeds, Fibres, Dyes and Tanning Materials, Drugs & Narcotics, Plantation Crops, Fodder Crops, Green Manure Crops, Floriculture Crops, Aromatic and Medicinal Plants and other Non-Food Crops.

*Total Gross Cropped Area*:- includes areas under Food crops and Non-food crops together.

20.6.33 In case of any confusion regarding applicability of a crop code for a particular crop, e.g. Peas, which could be considered both as vegetable and pulse crop, the States are advised to go by the practice followed by them in previous Census. In case where no precedent exists reference should be made to the Agriculture Census Division, Government of India for clarification.

20.6.34 In case the State Government notices that some new crop is coming up in the State, for which a code has not been assigned by Government of India and it is necessary to have the data on this crop separately, a reference should be made to Government of India for allotting a separate code for the crop. Such crops may not be grouped in “Other” category, which is primarily used for miscellaneous minor crops.

20.6.35 It may please be noted that the data should be collected for individual crops as well as other minor crops, like, 0188, 0288, 0488 etc. and need not be merged into 0199, 0299, 0399, 0499, 0599 etc. alone except for ‘all crops’ (9999) giving gross cropped area. Please refer para 9.6 also.

## **21 Corollary to Listing Schedules (L1, L2, L3) and Holding Schedule (H)**

### ***21.1 Uninhabited villages and deemed resident cultivators:***

#### ***Preparation of Schedules***

##### ***Listing Schedules***

21.1.1. It is clarified that while preparing L2 Schedules for uninhabited villages and listing of deemed resident cultivators in such types of villages, the following points must be noted:

- i) In case of uninhabited villages, Schedule-L2 and Schedule-L3 will be prepared in normal course provided no deemed resident cultivator exists in that village.
- ii) In case deemed resident cultivators are also found in uninhabited village, such holders should be listed in Schedule-L1 and Table-1 would be prepared. However, as per normal procedure, Schedule-L2 excluding deemed resident cultivators and Schedule-L3 would

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also be prepared for such types of villages for necessary action, as stated above.

*Holding Schedule (H)*

- iii) If an uninhabited village is selected under Schedule-H, the filled-in Schedule-H in respect of cultivators of this village would be transferred to that village where these holders are residing provided those villages are sampled villages also for the purpose of Schedule-H.
- iv) In case of some of the cultivators of uninhabited villages are residing in other villages which are not selected villages for Schedule-H, the holding Schedule of such holders will be filled-in against selected uninhabited village.
- v) For deemed resident cultivators of selected uninhabited village, Schedule-H would be filled-in w.r.t. that selected village.

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# **Section - C**

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## Annexure - I

**Agriculture Census 2015-16****SCHEDULE L1: List of Resident Operational Holders and Area Operated in the Village**

1	State Telangana	:	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>2</td><td>5</td></tr></table>	2	5	5	Name of Patwari	:			
2	5										
2	District	:	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td></td><td></td></tr></table>			6	Area Unit	:	Hectare/Others* Ac/Cents (Specify)		
3	Tehsil	:	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td></td><td></td></tr></table>			7	Coversion factors of area unit to hectare (in 3 decimal places)	:	2.471 acre = 1 hectare or 1 acre = 0.405 hectare		
4	Village	:	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>								

Sl. No	Name of the Operational holder with name of father/husba nd	Holding type	SC -1 ST -2 Others - 3 Inst -9	Sex	Area Operated in the village		Aea Operated in other villages within the same Tehsil	Total area operated (Col.7+8)	Size Class (Code 1- 10)	Rema rks
					Male-1 Female- 2 Inst-9	Survey/Sub- Survey no.	Geographical area			
1	2	3	4	5	6	7	8	9	10	11
1										
2						Sub-Total				
3						Sub-Total				
4						Sub-Total				

\$ In the Remarks column, please indicate the following:

- (a) The village-wise details of area operated outside the village of residence but within the same tehsil.
- (b) Deemed cultivators should be marked as 'D' to identify them as a separate operational holder.
- (c) Agricultural status i.e. whether any agricultural activity has taken place or not, of each survey/sub-survey number during the Census year 2015-16 and the previous year 2014-15 to decide whether the holder is an operational holder or not for the current census 2015-16.

\* Please mention invariably the area unit, like, Gunta, Kanal Malla, Bigha Biswa etc. under this column and its conversion factor to hectare at S.No.10. In case of area unit as hectare at S.No.9 above, please write '1' at S.No.10. Please also note that the conversion factor should be in 3 decimal places, viz., 2.471 acre = 1 hectare or 1 acre = 0.405 hectare, 1 Kanal = 0.051 ha., 1 Malla = 0.002 ha. etc.

@ includes both cultivated and uncultivated area of survey/sub-survey number.

†

Size-class 1 = less than 0.50 ha.	Size-class 6 = 4.00 to < 5.00 ha.
Size-class 2 = 0.50 to < 1.00 ha.	Size-class 7 = 5.00 to < 7.50 ha.
Size-class 3 = 1.00 to < 2.00 ha.	Size-class 8 = 7.50 to < 10.00 ha.
Size-class 4 = 2.00 to < 3.00 ha.	Size-class 9 = 10.00 to < 20.00 ha.
Size-class 5 = 3.00 to < 4.00 ha.	Size-class 10 = 20.00 ha. and above.

## Summary Table (Based on L1)

<b>Social Group</b>	<b>Number of holdings</b>	<b>Area operated</b>
Schedule Castes		
Scheduled Tribes		
Others		
Institutional		
<b>Total</b>		

**Note:** It is mandatory to provide the summary table on the last page of L1 Schedule to reconcile the data given in this Schedule.

**Agriculture Census 2015-16****SCHEDULE L1: List of Non-Resident Operational Holders and Area Operated in the Village****A. Particulars of the village where land is operated**

1 State Telangana :	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>2</td><td>5</td></tr></table>	2	5	5 Name of Patwari :					
2	5								
2 District :	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td></td><td></td></tr></table>			6 Area Unit :	Hectare/Others* Ac/Cents (Specify)				
3 Tehsil :	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td></td><td></td></tr></table>			7 Coversion factors of area unit to hectare (in 3 decimal places) :	2.471 acre = 1 hectare or 1 acre = 0.405 hectare				
4 Village :	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>								

**B. Particulars of village of which holder is a resident**

Sl. No	Full Name of the Operational holder with name of father/husband	Holding type Individual -1 Joint-2 Institutional -9	SC -1 ST -2 Others -3 Inst -9	Sex	Area Operated in the village			Remarks
					Male-1 Female-2 Inst-9	Survey/Sub-Survey no.	Geographical area	
1	2	3	4	5	6	7	8	
1								
2					Sub-Total			
3								
4					Sub-Total			
							Total	

\* Separate L2 will be filled in for each village where the residence of outside operators is located.

\*\* Agricultural status of each survey/sub-survey number during the Census year 2015-16 and the previous year 2014-15 is to be indicated in Col 8.

\*\*\* Please mention invariably the area unit, like, Gunta, Kanal, Malla, Bigha Biswa etc. under this column and its conversion factor to hectare at S.No.10. In case of area unit as hectare at S.No.9 above, please write '1' at S.No.10. Please also note that the conversion factor should be in 3 decimal places, viz., 2.471 acre = 1 hectare or 1 acre = 0.405 hectare, 1 Kanal = 0.051 ha., 1 Malla = 0.002 ha. etc.

@ includes both cultivated and uncultivated area of survey/sub-survey number.

## Annexure-III

## Agriculture Census 2015-16 (Land Record States)

### SCHEDULE L3 – VILLAGE SUMMARY

**A. Identification**

1 State Telangana :	2 5	5 Name of Patwari :	
2 District :		6 Area Unit :	Hectare/Others* Ac/Cents (Specify)
3 Tehsil :		7 Coversion factors of area unit to hectare (in 3 decimal places) :	2.471 acre = 1 hectare or 1 acre = 0.405 hectare
4 Village :			

**B. Break – up of Geographical area of the village**

Sl.No.	Category	Geographical area
1	2	3
1	As per Schedule L1 (Resident Operational Holders) Column 7 (Total)	
2	As per Schedule L2 (Non-resident Operational Holders) Column 7 (Total)	
3	Area under other uses not forming part of an operational holding, i.e. area excluding Sl.No.1 and Sl.No.2 above i. Forests ii. Area not available for cultivation, like land occupied by building, roads, and railways or under water, e.r. rivers and canals and other land put to uses other than agriculture iii. Barren and unculturable land like mountains, deserts, etc. iv. Other uncultivable land i.e., permanent pastures; grazing lands, misc. tree crops, groves for fuel not included in net sown area and culturable waste v. Fallows otherthan current fallows (Old fallows) vi. Sub-total (i) to (v)	
4.	Grand total (1+2+3(vi)) = Village Geographical Area	

\* Please mention invariably the area unit, like, Gunta, Kanal, Malla, Bigha Biswa etc. under this column and its conversion factor to hectare at S.No.10. In case of area unit as hectare at S.No.9 above, please write '1' at S.No.10. Please also note that the conversion factor should be in 3 decimal places, viz., 2.471 acre = 1 hectare or 1 acre = 0.405 hectare, 1 Kanal = 0.051 ha., 1 Malla = 0.002 ha. etc.

## Annexure-IV

**Agriculture Census 2015-16****Holding Schedule ‘H’:** Detailed data on Operational Holding**A1. Identification Particulars:**

1. State Telangana : 

2	5
---	---
2. District : 

--	--
3. Tehsil : 

--	--
4. Village : 

--	--	--	--	--	--
5. Name of Patwari : 

--	--
6. Area Unit : Hectare/Area/Others\*  
(Specify) Ac/Cents
7. Conversion factor of  
area unit to hectare :  
(in 3 decimal places)

**A2. Particulars of operational holder**

S.No.	Name of operational holder	Total survey/sub-survey nos.	S.No. as per Col.1 of Sch. L1 (SNPL)	Social group (SC-1, ST-2, Others-3, Instutional-9)	Area operated (Col.9 of Sch. L1)	Size Class (Code: 1 – 10)†
1	2 (i)	2 (ii)	2 (iii)	2 (iv)	2 (v)	2 (vi)
2						
3						
...						
<b>Total</b>						

S.No.	<b>B. Area operated by tenancy</b>				
	Owned and self-operated area	Leased-in area	Otherwise operated area	Total operated area (Cols. 3+4+5)	Tenancy Status (Code: 1 – 7)^
1	3	4	5	6	7
2					
3					
...					
<b>Total</b>					

S.No.	C. Land Utilization								
	Net Area Sown			Current fallow	Net cultivated area (Col. 10+11)	Area not cultivated/ cultivable	Total operated area (Col.12+13)	Irrigation Status (Codes: 1 – 4) <sup>”</sup>	
	Net Irrigated Area	Net Unirrigated Area	Total (Col.8+9)						
1	8	9	10	11	12	13	14	15	
2									
3									
<b>Total</b>									

D1. Cropwise Area (Other than Horticulture)															
S.No.	Crop-I:			Crop-II:			Crop-III:			Crop-IV:			Total D1 Block (Code:1000)**		
	Crop Code	Irri-gated	Unirri-gated	Irri-gated	Unirri-gated	Total (Col.28+29)									
1	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
2															
3															
<b>Total</b>															

D2. Cropwise Area (Horticulture)															
S.No.	Crop-I:			Crop-II:			Crop-III:			Crop-IV:			Total D2 Block (Code:2000)**		
	Crop Code	Irri-gated	Unirri-gated	Irri-gated	Unirri-gated	Total (Col.43+44)									
1	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45
2															
3															
<b>Total</b>															

D3. Total Area under all Crops														
S.No.	All Crops (Code: 9999)													
	Irrigated (Block D1 Col.28 + Block D2 Col.43)				Unirrigated (Block D1 Col.29 + Block D2 Col.44)				Total (Block D1 Col.30 + Block D2 Col.45)					
1	46				47				48					
2														
3														
<b>Total</b>														

- N.B.: - a) Area under a crop in a season/sub-season/any stage of sowing should not be more than net area sown, likewise, irrigated area under a crop should not be more than net irrigated area.  
b) Gross cropped area  $\geq$  Net sown area if Net sown area  $> 0$ .  
c) If Gross cropped area  $> 0$ , then Net sown area  $> 0$ .  
d) If Net area sown  $> 0$ , then Gross cropped area  $> 0$ .  
e) Mixed crops area will be divided under different crops in proportionate to their seed applications at the time of sowing.

\* Please mention invariably the area unit, like, Gunta, Kanal Malla, Bigha Biswa etc. under this column and its conversion factor to hectare at S.No.10. In case of area unit as hectare at S.No.9 above, please write '1' at S.No.10. Please also note that the conversion factor should be in 3 decimal places, viz., 2.471 acre = 1 hectare or 1 acre = 0.405 hectare, 1 Kanal = 0.051 ha., 1 Malla = 0.002 ha. etc.

\*\* Under these columns, please indicate sum of all the crops grown by the operational holder during the reference year 2015-16. It is to be noted that only 4 crops have been indicated for recording of data in the schedule which is only illustrative and not exhaustive. However, the same Block-D may be stretched to accommodate up to 20 crops.

†

Size-class 1 = less than 0.50 ha.	Size-class 6 = 4.00 to < 5.00 ha.
Size-class 2 = 0.50 to < 1.00 ha.	Size-class 7 = 5.00 to < 7.50 ha.
Size-class 3 = 1.00 to < 2.00 ha.	Size-class 8 = 7.50 to < 10.00 ha.
Size-class 4 = 2.00 to < 3.00 ha.	Size-class 9 = 10.00 to < 20.00 ha.
Size-class 5 = 3.00 to < 4.00 ha.	Size-class 10 = 20.00 ha. and above.

^ Tenancy Status: Enter 1 if (Wholly owned and self-operated), 2 if (Partly owned and partly leased-in), 3 if (Wholly leased-in), 4 if (Wholly otherwise operated), 5 if (Partly owned and partly otherwise operated), 6 if (Partly leased-in and partly otherwise operated), 7 if (Partly owned, partly leased-in and partly otherwise operated)

# Irrigation Status: Enter 1 if (Wholly irrigated), 2 if (Partly Irrigated), 3 if (Wholly unirrigated), 4 if (Entirely current fallow holdings).

## Annexure-V

**Agriculture Census 2015-16****Table SS: Summary of selected village for Schedule-H**

1. State : <input style="width: 40px; height: 20px; border: 1px solid black; margin-right: 10px;" type="text"/>	6. R.I. Circle : <input style="width: 40px; height: 20px; border: 1px solid black; margin-left: 10px;" type="text"/>
2. District : <input style="width: 40px; height: 20px; border: 1px solid black; margin-right: 10px;" type="text"/>	7. Patwari Circle : <input style="width: 40px; height: 20px; border: 1px solid black; margin-left: 10px;" type="text"/>
3. Tehsil : <input style="width: 40px; height: 20px; border: 1px solid black; margin-right: 10px;" type="text"/>	8. Name of Patwari : <input style="width: 40px; height: 20px; border: 1px solid black; margin-left: 10px;" type="text"/>
4. Block : <input style="width: 40px; height: 20px; border: 1px solid black; margin-right: 10px;" type="text"/>	9. Area Unit : <input style="width: 40px; height: 20px; border: 1px solid black; margin-left: 10px;" type="text"/>
5. Village : <input style="width: 100px; height: 20px; border: 1px solid black; margin-right: 10px;" type="text"/>	10. Conversion factor of area unit: to hectare (in 3 decimal places) <span style="float: right;">(specify)</span>

Sl. No.	Size Class (in ha)	Type of Holding									
		Schedule Castes		Schedule Tribes		Others		Institutional		Total	
		Total holdings	Operated Area	Total holdings	Operated Area	Total holdings	Operated Area	Total holdings	Operate d Area	Total holdings	Operate d Area
1	2	3	4	5	6	7	8	9	10	11	12
	All Size Classes										

\* Please mention invariably the area unit, like, Gunta, Kanal, Malla, Bigha Biswa etc. under this column and its conversion factor to hectare at S.No.10. In case of area unit as hectare at S.No.9 above, please write '1' at S.No.10. Please also note that the conversion factor should be in 3 decimal places, viz., 2.471 acre = 1 hectare or 1 acre = 0.405 hectare, 1 Kanal = 0.051 ha., 1 Malla = 0.002 ha. etc.

**(Signature of Primary Worker)**

**(Signature of Supervisory Officer)**

## **Checkpoints for Scrutiny of different Schedules (Land record States)**

### **1. Schedule L1 :**

Col.9 = Col.7 + Col.8

### **2. Schedule L3 :**

Item 1 = Col.7 total as per Schedule L1 for Individual/Joint/  
Institutional operational holders together.

Item 2 = Operated area of Non-Resident operational holders as  
Per Schedule L2(col.7 total)

Item 3 = Area under other uses not accounted for operational  
holdings.

- Total Geographical area of the village as per village records (Item No.4 of Block B of L-3) as per Schedule L3.

= Item 1 of L3 + Item 2 of L3 + Item 3 of L3

### **3. Schedule H:**

#### ***Block – A2:***

Col. 2(v) relates to total operated area of holding

=Area operated in the village + Area operated outside the  
village = Col. 9 of Schedule L1.

#### ***Block – B:***

Col.3 + Col.4+Col.5 = Col.6 = Col.2(v) of Block A2

#### ***Block – C:***

i) Net cultivated area (Col.12) = Cols. 10+11

≤ Total operated area (Col.14)

---

ii)	Area not cultivated (Col.13)	<	Total operated area (Col.13)
iii)	Total operated area (Col.14)	=	Cols. 10+11+13 = Col.6

**Block – D1:**

- i) Total irrigated area for other than horticulture crops (Col.28)  
= The sum of irrigated areas under different crops other than horticulture crops.
- ii) Total unirrigated area for other than horticulture crops (Col.29)  
= The sum of unirrigated areas under different crops other than horticulture crops

**Block – D2**

- i) Total irrigated area for horticulture crops (Col.43)  
= The sum of irrigated areas under different horticulture crops
- ii) Total unirrigated area for horticulture crops (Col.44)  
= The sum of unirrigated areas under different horticulture crops
- i) Gross irrigated area (Col.46) = (Col.28+Col.43) ≥ Net irrigated area  
Gross unirrigated area (Col.47) = (Col.29+Col.44) ≥ Net unirrigated area
- ii) (Col.10) and = Col.46+Col.47.
- iv) Area under a crop in a season/sub-season/any stage of sowing should not be more than net area sown
- v) If Gross cropped area > 0, then Net area sown > 0.
- vi) If Net area sown > 0, then Gross cropped area > 0.

## Annexure-VII

**Agriculture Census 2015-16****Table 1: Number and Area of Holdings (To be revised)**

1. State :	<input type="text"/>	6. R.I. Circle :	<input type="text"/>
2. District :	<input type="text"/>	7. Patwari Circle :	<input type="text"/>
3. Tehsil :	<input type="text"/>	8. Name of Patwari :	
4. Block :	<input type="text"/>	9. Area Unit :	Hectare/Acre/Others** (specify)
5. Village :	<input type="text"/>	10. Conversion factor of area unit to hectare: (in 3 decimal places)	

Social Groups: SC/ST/Others/Institutional/Total

Sl. No.	Size of holding (in ha)	No. of operational holdings				Area operated			
		Individual	Joint*	Institutional <sup>w</sup>	Total	Individual	Joint*	Institutional <sup>w</sup>	Total
1	Below 0.50	M F T							
2	0.50 - < 1.00	M F T							
	<b>Marginal (1+2)</b>	M F T							
3	1.00 - < 2.00	M F T							
	<b>Small (3)</b>	M F T							
4	2.00 - < 3.00	M F T							
5	3.00 - < 4.00	M F T							
	<b>Semi-Medium (4+5)</b>	M F T							
6	4.00 - < 5.00	M F T							
7	5.00 - < 7.50	M F T							
8	7.50 - < 10.00	M F T							

Sl. No.	Size of holding (in ha)	No. of operational holdings					Area operated		
		Individual	Joint*	Institutional <sup>@</sup>	Total	Individual	Joint*	Institutional <sup>@</sup>	Total
1	2	3	4	5	6	7	8	9	10
Medium (6+7+8)	M								
9	10.00 - < 20.00	M							
		F							
		T							
10	20.00 ha and above	M							
		F							
		T							
Large (9+10)	M								
		F							
		T							
All Sizes	M								
		F							
		T							

Note: This summary should be prepared separately for each social group, viz., Scheduled Caste, Scheduled Tribe, Others, Institutional and Total for each village under Male/Female/Institutional/Total categories of operational holdings.

Checked by:

Name:

(Signature of Primary Worker)

Designation:

Date:

Date:

M – Male

F – Female

I – Institutional holdings

T – Total of Male, Female and Institutional holdings

\* Joint holdings – gender-wise, should be classified as per the guidelines issued by the Agriculture Census Division, Government of India.

@ Institutional holdings need not be categorized gender wise and social group wise.

\*\* Please mention invariably the area unit, like, Gunta, Kanal, Malla, Bigha Biswa etc. under this column and its conversion factor to hectare at S.No.10. In case of area unit as hectare at S.No.9 above, please write '1' at S.No.10. Please also note that the conversion factor should be in 3 decimal places, viz., 2.471 acre = 1 hectare or 1 acre = 0.405 hectare, 1 Kanal = 0.051 ha., 1 Malla = 0.002 ha. etc.

## Concepts and Definitions

### **1. Operational Holding**

1.1 All land which is used wholly or partly for agricultural production and is operated as one technical unit by one person alone or with others without regard to the title, legal form, size or location.

### **2. Technical Unit**

2.1 A technical unit has been defined as that unit which is under the same management and has the same means of production such as labour force, machinery and animals.

### **3. Agricultural Production**

3.1 Agricultural production includes growing of field crops, fruits, grapes, seeds, tree nurseries (except those of forest trees), vegetables and flowers, production of coffee, tea, cocoa, rubber, jute, oilseeds, fodder grass, etc.

3.2 Grass would be treated as a crop if special efforts are made to raise it.

### **4. Operated area**

4.1 Operated area would include both cultivated and uncultivated area, provided part of it is put to agricultural production during the reference period. If, for instance, an operational holding consists of four survey numbers out of which one survey number is put to non-agricultural uses, the total area of the operational holding will be equal to the total geographical area of all the four survey numbers.

4.2 It would also cover the land occupied by the farm buildings, including the house of the holder, provided such buildings are located within the operated area. If the farms buildings are located outside the cultivated area and are covered under abadi area, such buildings would not be included.

4.3 Operated area would exclude government forest land, government waste land, village common grazing land, abadi area etc. If Government wasteland is allotted to an individual then it will be included in the holding.

4.4 If the entire area of the holding (the area of all the survey numbers of an operational holding) is put to non-agricultural use and/or it is under old fallow, it will not be considered as operational holding. If, however, the entire area of operational holding is under current fallow during the reference year but was cultivated in the preceding year, this would still be considered as an operational holding. An operational holding would include both the cultivated and uncultivated land. If both net area sown and current fallow are zero, such holding will not be considered as an operational holding although some area may exist in other part(s) of the classification of land use.

4.5 In some cases, land is divided amongst all the members of the family. Where it is divided between the husband, wife and minor children and the cultivation is being done by the husband as the head of the family, the land may appropriately be treated as one operational holding. Also, if the entire operated area is partly under current fallow and partly under non-agricultural use during the reference year and was not fallow in the previous year, such holdings will also be covered in the Agriculture Census treating it as an operational holding.

4.6 There might be cases where in the records, a holding is shown jointly in the name of more than one co-sharer while in fact the land may have been privately divided and the co-sharers are independently cultivating. In such cases where there is no dispute, they should be treated as many operational holdings as the number of independent cultivators. This is necessary because in Agriculture Census the data is to be collected on the basis of *de facto* position rather than *de jure* position

4.7 In some States, in the Zamabandi register against a Khata, name of three or four persons are shown. While from the records it would appear that there is only one holding, in practice, all the three or four brothers are actually cultivating the land independently of each other although there is no legal partition of land. From the Census point of view, this would constitute three or four operational holdings.

4.8 For cultivated areas in the State Forests, no detailed land records are prepared. In the absence of revenue records and revenue agency such areas are excluded for Census purposes.

4.9 The operated area may comprise of:

- i) Land owned and self operated.
- ii) Land leased in
- iii) Land otherwise operated.

4.9.1 *Land owned and self-operated:* Land for which the cultivator has the right to permanent heritable possession would be considered as owned. This would include:

- i) Land held from Government or others under grant or lease or assignment with right of permanent heritable possession with or without right of transfer
- ii) Land operated under perpetual lease.

Self-operated land would include:

- i) Self cultivation
- ii) Land cultivated through members of the family
- iii) Land cultivated with the help of hired labour. Land owned and self operated should not; include land leased out to others.

**4.9.2 Area otherwise operated:** This would include leased-in, encroachment, land forcibly occupied, unauthorized or land in dispute etc., which cannot be treated as owned, as per the definitions given above.

## 5. Operational holder

5.1 An Operational holder is the person who has the responsibility for the operation of the agricultural holding and who exercises the technical initiative and is responsible for its operation. He may have full economic responsibility or may share it with others. The operational holder may be Individual/Joint/ Institutional.

- i) *Individual:* If the holding is being operated either by one person alone or by group of persons who are the members of the same household it will be considered as an individual holding.
- ii) *Joint:* If two or more persons belonging to different households, share jointly as partners in the economic and technical responsibility for the operation of an agricultural holding, such holding would be considered as joint.
- iii) *Institutional:* Holdings such as government farms, sugarcane factories farms, cooperative farms, lands managed by trust would be treated as institutional.

## 6. Resident, Non-resident and deemed resident operational holder

6.1 All the cultivators residing in a particular village and cultivating some land within the same tehsil are resident cultivators of that village irrespective of the fact whether they are cultivating land in that village or not. A resident cultivator may, therefore, have: either (i) entire area of the holding located in the village of his residence; or (ii) partly within the village of residence and partly outside; or (iii) entirely outside the village of residence.

6.2 An operational holder operating area outside the tehsil in which his village of residence falls, will not be treated as a resident cultivator of the village of his residence in this Tehsil for Agriculture Census purposes, rather he will be treated as a resident cultivator of that village of that tehsil where the area falls.

6.3 If the area in a particular village is operated by a cultivator who resides outside that village but within the same tehsil, he is a non-resident operational holder for that area. However, if this operational holder is resident of a village lying outside the tehsil in which the area is located, he will be treated as a resident operational holder (*deemed resident*) of the village where the area is located in the Tehsil.

## **7. Complete/Part-Holding**

7.1 A holding is said to be complete holding if the entire operated area of that holding is located in one village. If the operated area is spread over more than one village, it would be considered as part-holding.

7.2 Tehsil would be taken as the outer limit for consolidation of part holdings.

## **8. Net Irrigated and Net Unirrigated Area**

8.1 *Portion of net sown area which received any irrigation (partly or wholly) during the reference period, may be indicated as net irrigated area. Else, if the entire net area sown has not received any irrigation during the year of reference, the entire area would be treated as unirrigated. In another case, for example, a holding consists of two separate parcels/plots one received irrigation and the other not, then net area of the plot which received irrigation would be net irrigated area and the net area of the other plot which did not receive irrigation would be net unirrigated area.*

8.2 If the entire sown area has not received any irrigation during the year of reference, such holding would be wholly unirrigated and the entire area shall be reported as unirrigated.

8.3 The irrigation status would be decided after assessing the efforts made for irrigation. For example, if a plot is irrigated only through natural sources like streams, rain etc and no effort were made to place irrigation system, the plot will be treated as unirrigated. Whereas, interventions (like use of pump-set, labour, creation of pond/tank etc) were made then it shall be treated as irrigated.

## **9. Land Utilization**

9.1 Operated area would be classified into three broad categories:

- 
- i) Net area sown
  - ii) Current fallow
  - iii) Area uncultivated.

The area uncultivated, include the following:

- i) Fallow land other than current fallow
- ii) Other uncultivated land excluding fallow land
- iii) Culturable waste; and
- iv) Land not available for cultivation.

9.2 *Net area sown*: Total area sown with crops and orchards, counting area sown more than once in the same year, only once.

9.3 *Current fallow*: Cropped area, which are kept fallow during the current year but was cultivated in the previous year. For example with any seedling area is not cropped in the same year, it may be treated as current fallow.

9.4 *Fallow land other than current fallow*: All lands, which are taken up for cultivation but are temporarily out of cultivation for a period of greater than one year but not more than five years, i.e., greater than one year but less than or equal to five years. The reasons for keeping such lands fallow may be one or more of the following:

- ii) Poverty of the cultivator
- iii) Inadequate supply of water
- iv) Adverse climatic conditions
- v) Silting of canals and rivers and
- vi) Unremunerative nature of farming

9.5 *Other uncultivated land excluding fallow*: This will include:-

- i) *Permanent pastures and other grazing lands*: All grazing lands, whether they are permanent pastures and meadows or not. Village common grazing lands would, however, be excluded.
- ii) *Land under Miscellaneous Tree Crops*: Cultivable land, which is not included in the net area sown but is put to some agricultural use. Land under casuarina trees, thatching grasses, bamboo bushes and other groves for fuel which are not included under 'Orchards' would be covered under this category.

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9.6 *Culturable Waste:* All lands available for cultivation whether not taken up for cultivation or taken up for cultivation once but not cultivated during the current year and the last five years or more in succession for one reason or the other, i.e., > 5 years in succession. Such lands may be either wholly or partly covered with shrubs and jungles, which are not put to any use. Land once cultivated but not cultivated for five years in succession would also be included in this.

9.7 *Not available for cultivation:* This would include Forest, area under non-agricultural use, barren and uncultivable land belonging to the operational holder.

- i) *Forest:* All lands classed as 'Forests' under any legal enactment dealing with forests or administered as forests whether State owned or private and whether wooded or maintained as potential forest land. The area of crops raised in the forest and grazing land or areas open for grazing within the forests would be included under the forest area. Only private forest belonging to the operational holder would be covered for the purpose of Agriculture Census.
- ii) *Area under Non-Agricultural Use:* All lands occupied by buildings or ponds or lands put to use other than agriculture will be included in this category. Only such lands within the cultivated holding of the operational holder should be covered in the Census.
- iii) *Barren and Uncultivable Land:* All barren and uncultivable land within the cultivated holding of the operational holder should be covered in the Census.

## **Procedure for Pooling of Different Parcels of an Operational Holding**

Where a holding of an operational holder spreads over more than one village in the same tehsil, the question arises as to where the area is to be accounted for. As in the last Census, residence of the operational holder should be the criterion for accounting of area of part holdings. If a cultivator is operating lands in two villages, namely, A & B of the same Tehsil and if he is residing in village A, the area that he is operating in village B should be added to the area of the village A. The entire area operated by the cultivator in villages A and B would be accounted for in village A. The outer limit for pooling of part holdings would be tehsil as in the case of the last Census.

In cases, where a cultivator is operating land in villages spread over in more than one tehsil, the issue of identifying the area on the basis of the residence of the cultivator raises a question.

- 1) A cultivator may be operating lands in Tehsil A and also in Tehsil B. Since the outer limit for pooling of area is tehsil, these will be treated as two operational holdings in this particular case.
- 2) if a cultivator is residing in Tehsil B and not in Tehsil A, in such cases against area operated in Tehsil A, the name of the cultivator who is residing in Tehsil B would be repeated under the assumption that he is residing in Tehsil A (deemed resident of Tehsil A).
- 3) If such an operator has lands in two or more villages in this Tehsil A, the land in each village will be treated as a separate operational holding for sake of operational convenience.

In case of institutional holdings also, area may be spread over more than one village in the same Tehsil. In such cases the question of consolidation of area spread over more than one village poses certain problems. Since tehsil has been decided as the ultimate unit for consolidation of part holdings, if the area of an institutional holding spreads over more than one village but its entire area is within a Tehsil, it will be treated as one institutional holding and the area will be accounted for in the village in which its office is located.

. For example, if the area of an institutional holding, say a Government Farm, is spread over two villages A and B and the office of the Government Farm, i.e., Farm Manager's office is located in village A, the area of the Government Farm in village B will be allocated to village A.

If however, its area is spread over more than one tehsil, the area falling outside the Tehsil would be treated as a separate operational holding

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As mentioned elsewhere, Patwari is required to mention aggregated area of all survey numbers of an operational holder in Schedule-H for area lying within the sample village and for area lying outside the sample village of the operational holder. For operated area lying outside the sample village, he would obtain complete details from the concerned Patwaris to club them with details of area lying within the sample village for filling various columns of Schedule-H of that holder.

## Annexure-X

### Frequently asked questions and other clarifications

<b>Q.1</b>	<b>Is operated area the same as geographical area?</b>
<b>Ans.</b>	<ul style="list-style-type: none"> <li>• Yes, Operated area includes both cultivated and uncultivated area, provided part of it is put to agricultural production during the reference year (July 2015-June 2016).</li> <li>• For example, if an operational holding consists of four survey numbers out of which one survey number is put to non-agricultural uses, the total operated area will be equal to the total geographical area of all the four survey numbers.</li> </ul>
<b>Q.2</b>	<b>The land owned by an institution (like Temple, school/college) was given on lease to a person, whether the leased out portion would still be institutional?</b>
<b>Ans.</b>	<ul style="list-style-type: none"> <li>• No, for the portion of the land leased out, the person who is operating the land will be the operational holder.</li> <li>• Only the portion of the area operated by the institution will be recorded as institutional holding.</li> </ul>
<b>Q.3</b>	<b>Can there be a holder with no agricultural activity in the reference period?</b>
<b>Ans.</b>	<ul style="list-style-type: none"> <li>• If the entire area of an operational holding is under current fallow during the reference year but was cultivated in the preceding year, that holding would still be considered as an operational holding.</li> <li>• If the net sown area and current fallow of a particular holder during the reference period is zero and area of all survey numbers is put to non-agricultural uses and/or is under fallow other than current fallow (old fallow), such a holder would not be counted as an Operational holder.</li> </ul>
<b>Q.4</b>	<b>If the entire area of the holding is under current fallow during the reference year but was cultivated in the preceding year, would it still be counted as operational holding?</b>
<b>Ans.</b>	Yes; in such cases, the operated area would consist entirely of <b>current fallow</b> .
<b>Q.5</b>	<b>If the entire area was leased-out during the reference year, will the owner be counted as Operational holder?</b>
<b>Ans.</b>	No; in such cases, the <b>actual cultivator, NOT OWNER</b> , will be the Operational holder.
<b>Q.6</b>	<b>What is area otherwise operated?</b>
<b>Ans.</b>	The area otherwise operated includes encroached land, land forcibly occupied, unauthorized or land in dispute etc., which cannot be treated as owned, under ownership like possession or leased in.
<b>Q.7</b>	<b>Whether area operated illegally in the forest should be counted for the purposes of Agriculture Census?</b>
<b>Ans.</b>	<ul style="list-style-type: none"> <li>• For cultivated areas in the State Forests, no detailed land records are prepared.</li> <li>• In the absence of revenue records such areas are <b>excluded</b> for Agriculture Census purposes.</li> </ul>
<b>Q.8</b>	<b>Do we count Government land as operated area?</b>

<b>Ans.</b>	<ul style="list-style-type: none"> <li>Operated area would <b>exclude government forest land, government waste land, village common grazing land, abadi area etc.</b></li> <li>However, if Government wasteland is allotted to an individual then it will be included in the holding.</li> </ul>
<b>Q.9</b>	<b>If the entire/portion of land has been acquired by the Government but is still being cultivated by the holder during the reference period, should it still be counted as part of holding?</b>
<b>Ans.</b>	Though the land has been acquired by the Government but the land continues to be agriculturally operational during the reference period, it should be counted as part of operational holding and the area should be recorded as otherwise operated.
<b>Q.10</b>	<b>A person has no owned or leased-in land. He is, however, cultivating land adjacent to Railway Track/Station. Will he be regarded as an operational holder?</b>
<b>Ans.</b>	Yes, such cultivators should be counted as operational holders and the area will be recorded as land otherwise operated.
<b>Q.11</b>	<b>If the entire area during reference year is under current fallow, shall we count this holding for Agriculture Census?</b>
<b>Ans.</b>	If the entire area during reference year is under current fallow but all or some of it was cultivated during immediately preceding year, the holding will be considered as operational holding. However, if there was no agricultural activity during the preceding year also then the holding will not be counted.
<b>Q.12</b>	<b>Whether owner of the land is necessarily the operational holder?</b>
<b>Ans.</b>	<ul style="list-style-type: none"> <li>If the person who owns the land cultivates the land directly or indirectly (through his/her relatives etc and he is the <b>decision making person</b>) then the person who owns the land will be operational holder.</li> <li>If the owner is NOT the cultivator. The land is cultivated by (including decision making) somebody else. The person cultivating the land will be counted as operational holder and NOT the OWNER.</li> </ul>
<b>Q.13</b>	<b>If the land is in the name of the Father but is informally partitioned among children who are cultivating independently, who will be operational holder in such cases?</b>
<b>Ans.</b>	<ul style="list-style-type: none"> <li>In such cases, there will be as many operational holders as the number of children.</li> <li>If the father/mother is also operating some portion of the land he/she may also be treated as an independent holder.</li> </ul>
<b>Q.14</b>	<b>The owner of the land is not making any decision on the agriculture activity on the land, which is independently operated by his/her brother but receives a share of income. Who will be the operational holder in this case?</b>
<b>Ans.</b>	<ul style="list-style-type: none"> <li>In such a case, brother will be operational holder.</li> <li>The operated area would be recorded as area leased-in for share of produce.</li> </ul>
<b>Q.15</b>	<b>The land is operated by husband and wife together. Is it a male holding or female holding?</b>
<b>Ans.</b>	If the decision making person is the husband then it will be a holding operated by male. Otherwise it will be a holding operated by female.

<b>Q.16</b>	<b>If father is cultivating the land (for eg. all children are employed elsewhere / living abroad) though the land is formally partitioned among the children, who will be operational holder?</b>
<b>Ans.</b>	In such cases, Father will be regarded as operational holder.
<b>Q.17</b>	<b>Is it necessary that an operational holder must be a full time agriculturalist?</b>
<b>Ans.</b>	An operational holder need not be a full time agriculturalist, he/she can be a govt. employee, businessman, etc. only requirement is that he/she must be engaged in some agricultural activity during the reference period including decision making.
<b>Q.18</b>	<b>Can there be an operational holder who is individual and joint holder simultaneously?</b>
<b>Ans.</b>	<ul style="list-style-type: none"> <li>• A holder can be both individual and joint simultaneously.</li> <li>• For example, a holder may have some land operated by himself and in some other village (same block/tehsil), may have some land operated jointly with somebody else who is not the member of the same household.</li> <li>• In this case the operational holder will be counted as an individual and also a joint holder.</li> </ul>
<b>Q.19</b>	<b>If a holder is operating some land individually (owned land) and some land with two or more holders jointly then how the respective holdings will be classified?</b>
<b>Ans.</b>	Owned land will be counted as individual, and the rest will be treated as joint.
<b>Q.20</b>	<b>In a State, different units are used to record area operated in different villages /tehsils (like kanal-marlla, cents etc.). Is it necessary to have same unit of measurement throughout the State?</b>
	<ul style="list-style-type: none"> <li>• Table-1 MUST be prepared for each Village. If the village T-1 is prepared in some unit other than hectare, it should be converted to hectares before submission to Tehsil /District. All further aggregation of T-1 will be done in hectares only.</li> <li>• It must be ensured that within each Tehsil only one unit is used for reporting of area.</li> <li>• In States, where it is difficult to adopt hectare as unit of area throughout the State, local units and system of measurement may be used for recording the area but final totals from Tehsil onwards should be expressed only in decimal system.</li> <li>• Area under a holding could be filled in local unit but decimal system is to be used for expressing fractional parts, e.g. the area of plot with dimensions “12 feet 3 inch x 12 feet 6 inch” should be given as “153.125 square feet”.</li> </ul>
<b>IMPORTANT</b>	
<ul style="list-style-type: none"> <li>○ The unit of area and conversion factor of area unit to hectare must be indicated in the schedule at the time of filling-up.</li> <li>○ The conversion factor of area unit to hectare MUST be given in 3 decimal places.</li> </ul>	

## Annexure-XI

**CODE LIST OF CROPS**

<b>SL. NO.</b>	<b>CROP CODE</b>	<b>CROPS</b>
1.	9999	All Crops
2.	0101	All Paddy (Total Of 0111, 0121, 0131)
3.	0111	Pre Kharif Paddy
4.	0121	Summer Paddy
5.	0131	Kharif Paddy
6.	0102	Jowar
7.	0103	Bajra
8.	0104	Maize
9.	0105	Ragi
10.	0106	Wheat
11.	0107	Barley
12.	0108	Small Millets
13.	0109	Jobstears
14.	0110	Grim
15.	0186	Sawan
16.	0187	Ramdana
17.	0188	Other Cereals
18.	0199	Total Cereals
19.	0201	Gram
20.	0202	Tur (Arhar)
21.	0203	Urad
22.	0204	Moong
23.	0205	Masur
24.	0206	Horsegram
25.	0207	Beans (Pulses)
26.	0208	Peas (Pulses)
27.	0209	Moth
28.	0288	Other Pulses
29.	0299	Total Pulses
30.	0399	Total Foodgrains
31.	0401	Sugarcane
32.	0402	Palmvriah
33.	0488	Other Sugar Crops
34.	0499	Total Sugar Crops
35.	0501	Pepper (Black)
36.	0502	Chillies

<b>SL. NO.</b>	<b>CROP CODE</b>	<b>CROPS</b>
37.	0503	Ginger
38.	0504	Turmeric
39.	0505	Cardamom (Small)
40.	0506	Cardamom (Large)
41.	0507	Betelnuts (Arecanuts)
42.	0508	Garlic
43.	0509	Coriander
44.	0510	Tamarind
45.	0511	Cumin Seed
46.	0512	Fennel / Anise Seed
47.	0513	Nutmeg
48.	0514	Fenugreek
49.	0515	Cloves
50.	0516	Cinnamon
51.	0517	Cocoa
52.	0518	Kacholam
53.	0519	Beetlvine
54.	0520	Ajwain
55.	0521	Saffron
56.	0522	Bayleafs (Tejpatta)
57.	0588	Other Condi. & Spices
58.	0599	Total Spices & Condiments
59.	0601	Mangoes
60.	0602	Orange
61.	0603	Mosambi
62.	0604	Lemon / Acid Lime
63.	0605	Other Citrus Fruits
64.	0606	Banana
65.	0607	Table Grapes
66.	0608	Wine Grapes (Black)
67.	0609	Apple
68.	0610	Pear
69.	0611	Peaches
70.	0612	Plum
71.	0613	Kiwi Fruit
72.	0614	Chiku
73.	0615	Papaya
74.	0616	Guava
75.	0617	Almond

<b>SL. NO.</b>	<b>CROP CODE</b>	<b>CROPS</b>
76.	0618	Walnut
77.	0619	Cashewnuts
78.	0620	Apricot
79.	0621	Jack Fruit
80.	0622	Lichi
81.	0623	Pineapple
82.	0624	Watermelon
83.	0625	Musk Melon
84.	0626	Bread Fruits
85.	0627	Ber
86.	0628	Bel
87.	0629	Sahatoon
88.	0630	Aonla (Amla)
89.	0631	Pomegranate
90.	0632	Custard Apple
91.	0633	Passion
92.	0634	Remputan
93.	0635	Jamun
94.	0636	Plantain
95.	0637	Kinnoo
96.	0638	Strawberry
97.	0688	Other Fruits
98.	0699	Total Fruits
99.	0701	Potato
100.	0702	Tapioca (Cassava)
101.	0703	Sweet Potato
102.	0704	Yam
103.	0705	Elephant Foot Yam
104.	0706	Colocasia/Arum
105.	0707	Other Tuber Crop
106.	0708	Onion
107.	0709	Carrot
108.	0710	Radish
109.	0711	Beetroot
110.	0712	Turnip (Shalgam)
111.	0713	Tomato
112.	0714	Spinach
113.	0715	Amaranths (Chaulai)
114.	0716	Cabbage

<b>SL. NO.</b>	<b>CROP CODE</b>	<b>CROPS</b>
115.	0717	Other Leafy Vegetable
116.	0718	Brinjal
117.	0719	Peas (Vegetable) (Green)
118.	0720	Lady's Finger (Bhindi)
119.	0721	Cauliflower
120.	0722	Cucumber
121.	0723	Bottle Gourd (Lauki)
122.	0724	Pumpkin
123.	0725	Bitter Gourd
124.	0726	Other Gourd
125.	0727	Vench (Guar)
126.	0728	Beans (Green)
127.	0729	Drumstick
128.	0730	Green Chillies
129.	0731	Ridge Gourd
130.	0732	Tinda
131.	0733	Snake Gourd
132.	0734	Koval (Little Gourd)
133.	0788	Other Vegetables
134.	0799	All Vegetables
135.	0899	Total Food Crops
136.	1001	Groundnut
137.	1002	Castorseed
138.	1003	Sesamum (Til)
139.	1004	Rapeseed & Mustard (Toria/ Taramira)
140.	1005	Linseed
141.	1006	Coconut
142.	1007	Sunflower
143.	1008	Safflower
144.	1009	Soyabean
145.	1010	Nigerseed
146.	1011	Oil Palm
147.	1088	Other Oilseeds
148.	1099	Total Oilseeds
149.	1101	Cotton
150.	1102	Jute
151.	1103	Mesta
152.	1104	Sunhemp
153.	1188	Other Fibres

<b>SL. NO.</b>	<b>CROP CODE</b>	<b>CROPS</b>
154.	1199	Total Fibres
155.	1201	Indigo
156.	1288	Other Dyes & Tanning Materials
157.	1299	Total Dyes & Tanning Materials
158.	1301	Opium
159.	1302	Tobacco
160.	1388	Other Drugs & Narcotics
161.	1399	Total Drugs & Narcotics
162.	1401	Guar
163.	1402	Oats
164.	1403	Green Manures
165.	1488	Other Fodder Crops
166.	1499	Fodder & Green Manures
167.	1501	Tea
168.	1502	Coffee
169.	1503	Rubber
170.	1588	Other Plantation Crops
171.	1599	Total Plantation Crops
172.	1601	Orchids
173.	1602	Rose
174.	1603	Gladiolus
175.	1604	Carnation
176.	1605	Merigold
177.	1606	Jasmine
178.	1607	Chrysanthemum
179.	1608	Tuberose
180.	1609	Gerbera
181.	1610	Gaillardia
182.	1611	Anthurium (Flower)
183.	1688	Other Flowers
184.	1699	Total Floriculture Crops
185.	1701	Asgandh
186.	1702	Isabgol
187.	1703	Sena
188.	1704	Moosli
189.	1705	Other Medicinal Plant
190.	1706	Mehandi
191.	1707	Allovera
192.	1708	Bacopamonnieri

<b>SL. NO.</b>	<b>CROP CODE</b>	<b>CROPS</b>
193.	1711	Lemon Grass
194.	1712	Mint
195.	1713	Menthol
196.	1714	Eucalyptus
197.	1715	Other Aromatic Plant
198.	1716	Sandalwood
199.	1717	Vanilla
200.	1799	Total Aromatic And Medicinal Plants
201.	1801	Canes
202.	1802	Bamboos
203.	1803	Mulberry Crop
204.	1804	Thesplesia
205.	1805	Teak
206.	1806	Subabul
207.	1807	Casuarina
208.	1888	Other Non-Food Crops
209.	1899	Total Other Non-Food Crops
210.	1999	Total Non-Food Crops

Annexure-XII

## STATE/UT CODE LIST

S.NO.	STATES/UTs	STATE/UT CODE
1.	Andhra Pradesh	01
2.	Arunachal Pradesh	02
3.	Assam	03
4.	Bihar	04
5.	Chhattisgarh	05
6.	Goa	06
7.	Gujarat	07
8.	Haryana	08
9.	Himachal Pradesh	09
10.	Jammu & Kashmir	10
11.	Jharkhand	11
12.	Karnataka	12
13.	Kerala	13
14.	Madhya Pradesh	14
15.	Maharashtra	15
16.	Manipur	16
17.	Meghalaya	17
18.	Mizoram	18
19.	Nagaland	19
20.	Odisha	20
21.	Punjab	21
22.	Rajasthan	22
23.	Sikkim	23
24.	Tamil Nadu	24
25.	Telangana	25
26.	Tripura	26
27.	Uttar Pradesh	27
28.	Uttarakhand	28
29.	West Bengal	29
30.	Andaman & Nicobar Islands	30
31.	Chandigarh	31
32.	Dadra & Nagar Haveli	32
33.	Daman & Diu	33
34.	Delhi	34
35.	Lakshadweep	35
36.	Puducherry	36
37.	All India	37