

## MINISTRY OF STATISTICS AND PROGRAMME IMPLEMENTATION

## NOTIFICATION

New Delhi, the 16th May, 2011

**G.S.R. 387(E).**— In exercise of the powers conferred by section 33 of the Collection of Statistics Act, 2008 (7 of 2009), the Central Government hereby makes the following rules, namely:—

**COLLECTION OF STATISTICS RULES, 2011**

**1. Short title and commencement:** (1) These rules may be called the Collection of Statistics Rules, 2011.

(2) They shall come into force on the date of their publication in the Official Gazette.

**2. Definitions:** (1) In these rules, unless the context otherwise requires —

- (a) 'Act' means the Collection of Statistics Act, 2008;
- (b) "Form" means a form appended to these rules;
- (c) 'nodal officer' means an officer designated as nodal officer under rule 3 of these rules;
- (d) "personal information" means any information, whether true or not, and whether recorded in a material form or not, about an informant whose identity can reasonably be ascertained from such information;
- (e) "reference period" means the time period over which the data collected reflects the characteristics of the units of enumeration;
- (f) "State Government", in relation to a Union territory, means the Administration thereof; and
- (g) "outsourcing" means making use of the services of a private service provider for the purposes of these rules.

(2) Words and expressions used but not defined herein shall have the meanings respectively assigned to them in the Act.

**3. Nodal officer.** — (1) The Central Government shall designate an officer not below the rank of a Joint Secretary to the Government of India in a nodal Department dealing with statistical matters, as the nodal officer for exercising powers and performing duties under these rules.

(2) Every State Government shall designate an officer not below the rank of a Deputy Secretary to the State Government in a nodal Department dealing with statistical matters, as the nodal officer for exercising powers and performing duties under these rules.

**4. Powers and duties of nodal officer.** - (1) The nodal officer designated by the Central Government under sub-rule (1) of rule 3 shall -

- (a) maintain and update register of statistics officers appointed by the Central Government;
- (b) obtain and maintain, from time to time, information on availability of statistics including unit-level data, whether collected under the provisions of the Act or not, with different Departments of the Central Government and nodal officers in the States;
- (c) advise the Departments of the Central Government and the nodal officers in the States on steps to improve the statistical potential of administrative records to avoid conducting separate statistical surveys to collect statistics contained or purported to be contained in such administrative records;
- (d) issue instructions from time to time on promoting the sharing of statistical information including unit-level data among different Departments of the Central Government and States to avoid unnecessary duplication of programmes of collection of statistics and resolve disputes or differences of opinion, if any, among them on the issue; and
- (e) submit annual report to the Central Government on the working.

(2) The nodal officer designated by the State Government under sub-rule (2) of rule 3 shall -

- (a) maintain and update a register of statistics officers appointed from time to time in the State;
- (b) obtain and maintain from time to time information on availability of statistics including unit-level data, whether collected under the provisions of the Act or not, with different Government Departments and local governments in the State;
- (c) advise the Departments of the State Government and local governments in the State on steps to improve the statistical potential of administrative records to avoid conducting separate statistical surveys to collect statistics contained or purported to be contained in such administrative records;

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- (d) issue instructions from time to time on promoting the sharing of statistical information including unit-level data among Departments of the State Government and local governments in the State to avoid unnecessary duplication of programmes of collection of statistics and resolve disputes or differences of opinion, if any, among them on the issue; and
- (e) obtain reports, as may be required, on the working of this Act from Government Departments and local governments in the State and submit annual reports on the working of this Act in the State to the nodal officer appointed by the Central Government.

**5. Direction on collection of statistics.-** (1) Any Department in a State Government or any local government in a State shall, before making a direction under section 3 of the Act for collection of statistics on any subject for any reference period in any geographical unit under its jurisdiction, consult the nodal officer in the State to avoid unnecessary duplication in collection of statistics.

(2) Any Department of the Central Government shall, before making a direction under section 3 of the Act for collection of statistics on any subject for any reference period in any geographical unit under its jurisdiction, consult the nodal officer of the Central Government to avoid unnecessary duplication in collection of statistics.

(3) The nodal officer shall, on receipt of any request under sub-rule (1) or sub-rule (2), as the case may be, within a period of one month render such advice as may be necessary to the concerned office to avoid unnecessary duplication in collection of statistics.

(4) The appropriate Government on receipt of advice under sub-rule (3) shall communicate to the nodal officer, the reasons in all cases of disagreement with such advice, at least fifteen days prior to issuing notification under section 3 of the Act.

(5) Every notification under section 3 of the Act shall contain the following particulars, namely: -

- (a) subject and purpose for collection of statistics;
- (b) geographical area for collection of statistics;
- (c) method of data collection;
- (d) nature of informants from whom data may be collected;
- (e) period during which collection of statistics may be completed;
- (f) reference period;
- (g) nature of information to be collected;
- (h) language in which information is to be furnished by informant;
- (i) obligation of informant;

- (j) nature of business records and other records which may be inspected; and
- (k) the manner of inspection.

(6) A copy of every notification referred in sub-rule (5) shall be forwarded to the nodal officer of the Central Government and the nodal officer of the State concerned.

**6. Principles for prescribing information schedules.** - In respect of prescribing any information schedule for collection of statistics on any subject, the appropriate Government or a statistics officer, as the case may be, shall satisfy itself that -

- (i) it has authority to direct collection of statistics on the subject under the Act subject to the restrictions given in the proviso to section 3 of the Act;
- (ii) it has, for the purpose of finalising items on which information is to be collected, consulted the nodal officer to include the requirements of other Government Departments;
- (iii) excessive demands would not be placed on the informants by making the direction and for the purpose field testing of information schedules has been carried out where necessary;
- (iv) the range and detail in the information schedules specified for collection of statistics on any subject shall be limited to what is absolutely necessary;
- (v) the reporting burden shall be spread as widely as possible over informant populations through appropriate sampling;
- (vi) the information sought from business shall, as far as possible, be readily available from their accounts and electronic means are used where possible to facilitate their collection;
- (vii) best estimates and approximations on any item of information sought shall be accepted when exact details are not readily available with any informant;
- (viii) each information schedule used for collecting statistics from any informant has, where necessary, a provision for particulars on which information may be furnished at the discretion of the informant;
- (ix) provision is made in each information schedule for filling up the details and appending the signature of the person concerned who would be engaged in the collection of statistics;
- (x) indicate in each information schedule, for general information of informants prior to collection of statistics from them under the Act, its plan, if any, to disclose any information collected from them which in the opinion of the appropriate Government is otherwise available to the public under any other Act or as a public document or which is in the form of an index or list of the names and addresses of informants together with the classification, if any, allotted to them and the number of persons engaged; and

- (xi) make a provision in each information schedule to obtain written consent from each informant whose information other than the information covered in clause (x), it proposes to disclose.

**7. Appointment of statistics officers.** - (1) Every notification under section 4 of the Act appointing the statistics officer shall contain the following particulars, namely: -

- (a) name, designation and address of the officer appointed as statistics officer for each geographical unit for collection of statistics;
  - (b) details of any agency or company or organisation or association or person engaged for collection of statistics, and, terms and conditions of engagement and safeguards laid down for the purpose;
  - (c) the form and the particulars required or the interval within which, and the statistics officer to whom, the statistical information by the informants shall be furnished; and
  - (d) the powers, if any, delegated under sub-sections (4) or (6) of section 4 the Act to any statistics officer.
- (2) Every statistics officer, immediately on his appointment, shall submit an undertaking in Form-I to the appropriate Government.

**8. Registration of statistics officers.** - The appropriate Government shall maintain a record of statistics officers in respect of their appointment, their terms and geographical areas for which they have been appointed, in Form-II.

**9. Powers and functions of a statistics officer.** - A statistics officer, appointed for the purposes of collection of statistics on any subject in any geographical unit, shall -

- (i) take, aid in and supervise the collection of statistics;
- (ii) cause agencies to be appointed or engaged for collection of statistics;
- (iii) obtain undertaking from all the persons engaged in the collection of statistics in Form-I and forward them to the appropriate Government or to an officer authorised for the purpose by that Government;
- (iv) devise or cause to devise relevant information schedules and the mode or modes of collection of statistics;
- (v) allot or cause to allot work of collection of statistics in his jurisdiction to different persons and agencies engaged for the purpose;
- (vi) provide all the relevant material to be distributed to agencies engaged and arrange for their training for facilitating collection of statistics;
- (vii) cause to provide necessary publicity for collection of statistics at an appropriate time;
- (viii) coordinate the work of all agencies during the period of collection of statistics and maintain liaison with local authorities for smooth conduct of the collection of statistics;

- (ix) cause notices to informants for furnishing information issued under his signature, where necessary and cause acknowledgements received from such informants, to be kept in safe custody;
- (x) take steps, in case of statistical surveys having the same set of informants with different reference periods, to issue only one notice to each informant indicating therein the information required to be furnished and the reference periods for which the information is required;
- (xi) cause entry of persons authorised by him in writing and carrying a photo-identity card issued by him into any premises of any informant for collection of statistics;
- (xii) cause necessary assistance provided to informants requiring such assistance for furnishing the information sought;
- (xiii) cause access to any informant to the information collected from that informant for facilitating intimation of corrections or amendments on any inaccurate information;
- (xiv) cause verification of information furnished by any informant;
- (xv) based on complaints or otherwise, take action against erring persons and others in accordance with the provisions of the Act and these rules;
- (xvi) obtain from the agencies engaged in the collection of statistics, all the information schedules, all the undertakings obtained from persons engaged in collection of statistics, all other relevant records and documents on completion of their work and forward them with a certificate to that effect to the appropriate Government or to any officer authorised by that Government;
- (xvii) carry out such other tasks as may be necessary for the successful collection of statistics; and
- (xviii) submit periodical report as may be specified by the appropriate Government.

**10. Assistance in collection of statistics.** - (1) Every Department of the Central Government or the State Government or the local governments shall furnish within such time and in such form as required, the list of informants and other information which is available with them, relevant for conducting any statistical survey under these rules to a statistics officer or any agency or person authorised by the appropriate Government upon receipt of a notice to that effect.

(2) The appropriate Government or a statistics officer, as the case may be, may write to any Department of the Central Government or the State Government or any local government specifying the nature of assistance required for collection of statistics under the Act and upon receipt of such communication, the latter shall comply with the requirement to the extent feasible.

(3) In cases of collection of statistics in disturbed areas, the police, the para-military and the armed forces shall provide such assistance as would be required by the concerned statistics officer.

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**11. Duty to furnish information.** - Subject to the provisions of section 6 of the Act,

(1) every informant shall, on demand, produce or give a copy of any books of accounts, vouchers, documents, or other business records or personal records or documents in his possession relevant to collection of statistics under the Act to any statistics officer or any person authorised by him in writing and carrying a photo-identity card issued by him, and the statistics officer or the authorised person, as the case may be, may take a copy or extract of such record or document; and

(2) the head of every family shall be responsible to furnish or cause to furnish the correct details of name and number of members, other particulars, records and documents, as may be required, of the family of which he is the head including dependants:

provided that in so far as inmates of institutions, such as orphanages, old age homes, and mental asylums are concerned, the responsibility for providing or causing to provide the requisite details, records and documents shall lie with the head of the Institution.

**12. General terms, conditions and safeguards for outsourcing.** - Every contract or arrangement for collection of statistics under the Act by any person or agency or company or organisation or association shall be subject to the following terms, conditions, and safeguards, namely: -

- (a) outsourcing arrangements shall be subject to a formal and comprehensive written contract;
- (b) functions which are to be decided and enforced by the appropriate government under the Act shall not be outsourced;
- (c) appropriate Government or a statistics officer authorised for the purpose by that Government shall have a right, of information and conduct or order on-site inspections in an outsourcing service provider's premises or place of work and right to cancel contract in case of unsatisfactory performance;
- (d) every agency, engaged in collection of statistics, shall render such help and assistance and furnish such information to the statistics officer or a person or an agency authorised by him in writing, as he may require for the discharge of his functions, and shall make available for inspection and examination such records, plans and other documents, as may be necessary;
- (e) persons engaged by any agency for collection of statistics, are made aware of the agency's obligations, and they shall submit a written undertaking in Form-I to the concerned statistics officer not to access, use, disclose or retain personal information except in performing their duties of employment or contractual obligations; and are informed that failure to comply with the provisions of the Act and these rules may be an offence rendering themselves for punishment as per the provisions of the Act;

- (f) each person engaged in any activity relating to the collection of statistics shall be bound by the provisions of the Act and these rules, the violation of which shall render him punishable as per the provisions of the Act;
- (g) provisions relating to disclosure of information and restrictions of their use under sections 9, 10, 11, 12, 13 and 14 of the Act and these rules shall have effect during the period of collection of statistics provided in the contract and shall continue to have effect even after the termination or completion of the contract, as the case may be;
- (h) the appropriate Government or any statistics officer on receipt of any complaint shall immediately communicate the agency engaged in collection of statistics of only those details of the complaint, as may be necessary to minimize any breach or prevent further breaches of the agreement or failure to comply with any of the provisions of the Act or these rules;
- (i) if any agency engaged in collection of statistics receives any complaint from any informant, it shall immediately communicate the complaint to the appropriate Government or the concerned statistics officer, as may be required;
- (j) the appropriate Government or the statistics officer may, on receipt of any communication under clauses (h) or (i), give directions, as may be necessary, to the agency; and
- (k) the statistics officer and every person engaged in the collection of statistics shall, on completion of their work, handover all the records and documents and furnish a certificate to that effect to the appropriate Government or to an officer authorised for the purpose by that Government.

**13. Restrictions on use of personal information.** - Each agency engaged in collection of statistics shall take all reasonable measures to ensure that -

- (a) personal information is protected against unauthorised access, disclosure or other misuse;
- (b) the agency uses personal information only for the purpose of fulfilling its obligations under a specified contract;
- (c) in case of repetitive statistical surveys with a common set of informants, the agency uses the personal information earlier collected only for the purpose of setting up interviews with or otherwise contacting informants; and
- (d) the agency uses personal information for data processing only with adequate security checks.

**14. Right of entry into any premises of informants.** - A statistics officer or any person authorised by him in writing and carrying a photo-identity card issued by the statistics officer, shall, during the period of collection of statistics for the purpose of collection of statistics under the Act or for inspection and examination of records, and documents in connection with it, during 10.00 hrs to 17.00 hrs on any day or at a time mutually convenient to both the parties have the right to enter the premises of any informant in the portion of the premises normally entered by visitors or guests or as suggested by the informant.

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**15. Processing of complaints -** (1) In cases of alleged offences committed by any informant as per provisions of the Act, any statistics officer, after making such inquiries as deemed fit, may cause a notice issued to the informant in writing to show cause within a reasonable period to be specified in the notice as to why prosecution under the Act shall not be sanctioned for committing the alleged offence.

(2) A statistics officer shall consider the explanation, if any, furnished by the informant in pursuance to the notice issued under sub-rule (1), and after satisfying himself, for reasons to be recorded in writing, sanction for institution of prosecution of the informant.

(3) In case of any alleged offences committed by any person other than an informant, the appropriate Government may, after making such inquiries as deemed fit, cause a notice issued to the person in writing to show cause within a reasonable period to be specified in the notice as to why prosecution under the Act shall not be sanctioned for committing the alleged offence.

(4) The appropriate Government may, if it considers necessary, send a copy of the show-cause notice issued under sub-rule (3) of this rule and the explanation, if any, received from the alleged offender to the concerned statistics officer and obtain his recommendation on it, and after considering the explanation of the alleged offender and recommendation of statistics.

**16. Storage of data and records.** - Subject to the provisions of section 13 of the Act, the appropriate Government or an officer authorised by that Government shall, provide details by which any informant could access his own information for facilitating intimation of corrections or amendments on any inaccurate information, store the statistics collected under the provisions of the Act in such a manner as would facilitate easy retrieval of information collected from any informant so as to provide access to the informant, if necessary and keep all the undertakings and other material obtained from the statistics officers and other persons or agencies engaged in collection of statistics in safe custody.

**Form-I**

[See rules 7 (2), 9 (iii), 12 (e)]

Undertaking by statistics officer and other persons to be engaged in any capacity for collection of statistics under the provisions of the Collection of Statistics Act, 2008 (7 of 2009)

I, \_\_\_\_\_ (Full Name), born on \_\_\_\_\_ (Date of birth), son/ daughter/ wife of \_\_\_\_\_ (Name of person) resident of \_\_\_\_\_ (address) do hereby solemnly affirm, that I accept the responsibility \_\_\_\_\_ (nature of work) assigned to me for collection of statistics in respect of \_\_\_\_\_ (direction under section 3 of the Act) under the Collection of Statistics Act, 2008 (7 of 2009) and the Collection of Statistics Rules, 2011, that I shall not access, use, disclose or retain personal information of any informant except in performing my duties of employment or contractual obligations in respect of collection of statistics, and that in case of any violation on my part to comply with the provisions of the Act and the rules made thereunder, and I shall render myself punishable as per the provisions of the Act.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of statistics officer or the person engaged in any capacity for collection of statistics





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असाधारण

EXTRAORDINARY

भाग II—खण्ड 3—उप-खण्ड (ii)

PART II—Section 3—Sub-section (ii)

प्राधिकार से प्रकाशित

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सांख्यिकी और कार्यक्रम कार्यान्वयन मंत्रालय

अधिसूचना

नई दिल्ली, 22 अक्तूबर, 2014

का.आ. 2767 (अ).-सांख्यिकी और कार्यक्रम कार्यान्वयन मंत्रालय, सांख्यिकी संग्रहण नियमावली, 2011 के नियम 5 और 7 के साथ पठित सांख्यिकीय संग्रहण अधिनियम, 2008 (2009 का 7) की धारा 3 और 4 द्वारा प्रदत्त शक्तियों का उपयोग करते हुए, एतद्वारा एक सांख्यिकीय सर्वेक्षण, जिसे इसके आगे 'वार्षिक औद्योगिक सर्वेक्षण 2013-14' के रूप में संदर्भित किया जाएगा, के माध्यम से नीचे दी गई अनुसूची-I में उल्लिखित व्योरे के अनुसार विनिर्माण तथा इससे संबंधित कार्यकलापों के बारे में आंकड़े एकत्र करने का निदेश देता है :

2. इसके अलावा, मंत्रालय उक्त निदेश के संदर्भ में नीचे दी गई अनुसूची-II में उल्लिखित व्यक्तियों और साथ ही कार्यालय में उनके नामितियों को, उसमें दी गई भौगोलिक इकाइयों के संबंध में सांख्यिकी अधिकारियों के रूप में नियुक्त करता है।

3. संबंधित सांख्यिकी अधिकारी द्वारा प्राधिकृत व्यक्ति, प्रत्येक सूचनादाता द्वारा दी गई सूचना के सत्यापन, तत्संबंधी रिकॉर्डों के सत्यापन, और जब भी आवश्यक हो स्पष्टीकरण मांगने के लिये, सांख्यिकी अधिकारी के कार्यक्षेत्र में नियुक्त किये जाएंगे। प्रत्येक व्यक्ति फोटो पहचान पत्र अथवा संबंधित सांख्यिकी अधिकारी द्वारा जारी प्राधिकार पत्र अपने साथ रखेगा।

4. वार्षिक औद्योगिक सर्वेक्षण 2013-14 के संबंध में सूचनादाता द्वारा उपलब्ध कराई गई सूचना जिसे एएसआई अनुसूची के भाग-I में सांख्यिकी के रूप में एकत्र किया गया है, के विधिवत सत्यापन और जांच के बाद,

इसका उप महानिदेशक, केन्द्रीय सांख्यिकी कार्यालय (औद्योगिक सांख्यिकी स्कंध, कोलकाता के कार्यालय में तथा तदंतर एएसआईअनुसूची के भाग-II में संग्रहित सांख्यिकी का श्रम ब्यूरो में कार्यरत अधिकारियों द्वारा संसाधन किया जाएगा।

5. वार्षिक औद्योगिक सर्वेक्षण 2013-14 से सम्बंधित किसी भी कार्यकलाप में लगे सभी व्यक्ति सांख्यिकी संग्रहण अधिनियम, 2008 (2009 का 7) और सांख्यिकी संग्रहण नियमावली, 2011 के प्रावधानों द्वारा अधिशासित होंगे। इस अधिनियम की धारा 4 की उप-धारा (4) अथवा (6) के तहत किसी भी सांख्यिकी अधिकारी को कोई शक्ति प्रदान नहीं की गई है।

### अनुसूची-I

सांख्यिकी संग्रहण का विषय और प्रयोजन :

1. वार्षिक औद्योगिक सर्वेक्षण 2013-14 के माध्यम से संगठित विनिर्माण क्षेत्र की वृद्धि, संरचना और ढांचे जिसमें विनिर्माण प्रक्रिया से संबंधित कार्यकलाप, मरम्मत सेवाएं, गैस और जलापूर्ति तथा कोल्ड स्टोरेज से संबंधित कार्यकलाप शामिल हैं, के बारे में आंकड़े एकत्र किए जाते हैं।

सांख्यिकी संग्रहण के लिए भौगोलिक क्षेत्र :

2. सांख्यिकी संग्रहण अधिनियम, 2008 के तहत वार्षिक औद्योगिक सर्वेक्षण 2013-14 जम्मू-कश्मीर राज्य को छोड़ कर पूरे भारत में आयोजित किया जा रहा है। जम्मू व कश्मीर में वार्षिक औद्योगिक सर्वेक्षण 2013-14 जम्मू व कश्मीर सांख्यिकी संग्रहण नियमावली, 1964 के तहत किया जाएगा।

आंकड़ा संग्रहण की पद्धति :

3. प्रत्येक सांख्यिकी अधिकारी उसके कार्यक्षेत्र में आने वाले सूचनादाताओं को एक नोटिस जारी करेगा, जिसमें सूचना देने की तारीख, जिसे सूचना दी जानी है उस अधिकारी अथवा कार्यालय का नाम, जिस इकाई अथवा जिन इकाइयों के बारे में सूचना दी जानी है, उसका ब्यौरा और वह प्रपत्र जिसमें सूचना दी जानी है, का विवरण दिया जाएगा। सांख्यिकी अधिकारी ऐसी अन्य शर्तों के अधीन, जिन्हें वह नोटिस में स्पष्ट करेगा, सूचनादाता को निर्धारित सूचना को वेब पोर्टल के जरिए इलेक्ट्रॉनिक फॉर्मेट में फाइल करने की अनुमति दे सकता है।

सूचनादाताओं का स्वरूप जिनसे आंकड़े एकत्र किए जाने हैं :

4. इकाई [यानी फैक्टरी अथवा बिजली या गैस या जलापूर्ति करने वाले उद्यम अथवा बीड़ी एवं सिगार कामगार (रोजगार की परिस्थितियां) अधिनियम, 1966 के तहत पंजीकृत प्रतिष्ठान] का मालिक अथवा दखलदार, जिसे सांख्यिकी अधिकारी द्वारा नोटिस जारी किया जाएगा, इकाइयों के बारे में सूचना उपलब्ध कराएगा।

5. सांख्यिकी अधिकारी ऐसी अन्य शर्तों जिन्हें वह नोटिस में स्पष्ट करेगा, के अधीन मालिक अथवा दखलदार से एकल प्रबंधन के तहत उन दो अथवा अधिक इकाइयों के बारे में समेकित सूचना उपलब्ध कराने की अनुमति दे सकता है, जिनके बारे में प्रत्येक इकाई के अनुसार अलग-अलग सूचना उपलब्ध नहीं है।

सांख्यिकी संग्रहण का कार्य सम्पन्न करने की अवधि

6. प्रत्येक सूचनादाता द्वारा सूचना प्रस्तुत करने की तारीख नोटिस में उल्लिखित की जाएगी और यह आमतौर पर अक्टूबर, 2014 से जून, 2015 के बीच होगी।

**संदर्भ अवधि**

7. प्रस्तुत की जाने वाली सूचना, 01 अप्रैल, 2013 से शुरू होने वाले और 31 मार्च, 2014 को समाप्त होने वाले वित्तीय वर्ष अथवा इकाई के लेखाकरण वर्ष, जो 01 अप्रैल, 2013 और 31 मार्च, 2014 के बीच किसी भी तारीख को समाप्त होता है, के बारे में होगी।

**एकत्र की जाने वाली सूचना की प्रकृति**

8. अपेक्षित सूचना के दो भाग हैं। भाग-I परिसम्पत्तियों और देयताओं, रोजगार तथा श्रम लागत, प्राप्तियां, व्यय, निवेश की मदे—देशी अथवा आयातित, उत्पाद और उप-उत्पाद, वितरण संबंधी व्यय आदि से संबंधित सूचना के बारे में है। भाग-II श्रम सांख्यिकी के विभिन्न पहलुओं, नामतः, कार्यदिवस, श्रम दिवस जिनमें कार्य हुआ, अनुपस्थिति, श्रम कारोबार, श्रम के घंटे जिनमें कार्य हुआ, आय तथा सामाजिक सुरक्षा लाभ से संबंधित सूचना के बारे में है।

**भाषा जिसमें सूचनादाता द्वारा सूचना दी जानी है**

9. सूचनादाता निर्धारित प्रपत्र में हिंदी अथवा अंग्रेजी में सूचना उपलब्ध कराएगा।

**सूचनादाता का दायित्व**

10. इकाई का मालिक या दखलदार संबंधित सांख्यिकी अधिकारी से प्राप्त नोटिस में दिए गए तरीके से और तारीख तक सूचना उपलब्ध कराएगा। वह सांख्यिकी अधिकारी अथवा उसके द्वारा प्राधिकृत व्यक्ति द्वारा मांगे जाने पर अपेक्षित सूचना के संबंध में निरीक्षण के लिए तत्संबंधी रिकार्ड उपलब्ध कराएगा और पूछे गए प्रश्नों के उत्तर भी देगा।

**निरीक्षण किए जाने वाले कारोबारी रिकार्ड और अन्य रिकार्डों की प्रकृति**

11. सांख्यिकी अधिकारी अथवा उसके द्वारा प्राधिकृत व्यक्ति इकाई द्वारा उपलब्ध कराई गई सूचना के समर्थन में उस इकाई के कारोबार रिकार्ड जैसे कि बैलेंस शीट, लाभ और हानि खाता, मस्टररोल, उपस्थिति रजिस्टर, श्रम रजिस्टर, वेतन नामावली, निदेशक की रिपोर्ट अथवा कोई अन्य कानूनी दस्तावेज की जांच कर सकता है।

**निरीक्षण का तरीका**

12. संबंधित सांख्यिकी अधिकारी अथवा उसके द्वारा प्राधिकृत व्यक्ति इकाई के कारोबार रिकार्ड और अन्य दस्तावेजों के आधार पर इकाई द्वारा उपलब्ध कराई गई सूचना की पुष्टि कर सकता है और संबंधित मालिक अथवा दखलदार या इकाई के प्रबंधमंडल द्वारा प्राधिकृत व्यक्ति से स्पष्टीकरण मांग सकता है।

क्रम सं.	सांख्यिकीय अधिकारी	कार्यक्षेत्र (राज्य/संघ राज्यक्षेत्र)	पता
1.	श्री राम कृष्णा उप महानिदेशक, क्षेत्रीय कार्यालय शिमला	हिमाचल प्रदेश	बोसवेल विला, निकट दीपक प्रोजेक्ट, पी.ओ. समर हिल, बॉयलगंज, शिमला-171005.
2.	श्री इन्द्रजीत सिंह उप महानिदेशक, क्षेत्रीय कार्यालय जालन्धर	पंजाब	348, जसवंत नगर, गड़ा रोड, निकट गुरुद्वारा, जालन्धर शहर-144022.
3.	श्री हरबिन्दर सिंह उप महानिदेशक, क्षेत्रीय कार्यालय चंडीगढ़	हरियाणा एवं चंडीगढ़	एनएसएसओ (एफओडी), छठा तल, केन्द्रीय सदन, सेक्टर-9ए, चंडीगढ़-160017.
4.	श्री पी.के.डे. उप महानिदेशक, क्षेत्रीय कार्यालय दिल्ली	दिल्ली	एनएसएसओ (एफओडी), ईस्ट ब्लॉक-6, आर के पुरम, नई दिल्ली-110066.

5.	श्री विद्या प्रकाश उप महानिदेशक, आंचलिक कार्यालय, जयपुर	राजस्थान	प्लॉट नम्बर-70/149 से. 154, पटेल मार्ग, मानसरोवर, जयपुर-302020.
6.	श्री अहमद अयूब बी. उप महानिदेशक, क्षेत्रीय कार्यालय बंगलूरु	कर्नाटक	पांचवां तल, ई एण्ड एफ विंग, केन्द्रीय सदन (सीजीओ), 17 मेन-दूसरा ब्लॉक, करमंगला, बंगलूरु-560034.
7.	श्री के.पी. उन्नीकृष्णन उप महानिदेशक, आंचलिक कार्यालय, बंगलूरु	अंडमान व निकोबार द्वीप समूह (संघ राज्य क्षेत्र)	दूसरा तल, बी.विंग केन्द्रीय सदन कोरामंगला, बंगलूरु-560034.
8.	श्री जी. शिवा सुब्रमण्यन उप महानिदेशक, क्षेत्रीय कार्यालय कोयम्बटूर	तमिलनाडु, पांडिचेरी (संघ राज्य क्षेत्र)	43, सेनगुप्ता स्ट्रीट, रामनगर, कोयम्बटूर- 641009
9.	श्री एम. मधुसूदनन उप महानिदेशक, क्षेत्रीय कार्यालय तिरुवनंतपुरम	केरल	ब्लॉक बी., भूतल, सीजीओ कॉम्प्लेक्स, पुनकुलम, वेलाइनी, पीओ, त्रिवेन्द्रम- 695522.
10.	श्री पी.बी.आर. प्रसाद उप महानिदेशक, क्षेत्रीय कार्यालय, हैदराबाद	आन्ध्र प्रदेश, तेलंगाना	293/7, प्रथम तल, आर एण्ड बी कॉम्प्लेक्स, महावीर मार्ग, ए.सी. गाड्स, हैदराबाद- 500004.
11.	श्री ए. के. टोप्रणी, उप महानिदेशक, क्षेत्रीय कार्यालय, हुबली	गोवा	दूसरा तल, श्रीनाथ कॉम्प्लेक्स, नीलीगिन रोड, हुबली-580021.
12.	श्री अजय कुमार गुप्ता उप महानिदेशक, आंचलिक कार्यालय, केन्द्रीय अंचल, लखनऊ	उत्तर प्रदेश	सर्वेक्षण भवन, सेक्टर-11, आईएनएस-IV, विकास नगर, रिंग रोड, लखनऊ-226022.
13.	श्री अजय कुमार गुप्ता उप महानिदेशक, आंचलिक कार्यालय, केन्द्रीय अंचल, लखनऊ	उत्तराखंड	सर्वेक्षण भवन, सेक्टर-11, आईएनएस-IV, विकास नगर, रिंग रोड, लखनऊ-226022.
14.	श्री बी.के. त्यागी उप महानिदेशक, क्षेत्रीय कार्यालय भोपाल	मध्य प्रदेश	हॉल नं. 201 & 205, ब्लॉक बी. दूसरा तल, विजय स्तंभ, जोन-1, एमपी नगर, भोपाल- 462011
15.	श्री ए. के. विस्वास उप महानिदेशक, क्षेत्रीय कार्यालय मुजफ्फरपुर	बिहार	मारकंडेय कॉम्प्लेक्स, प्रथम तल, हयात्री मंदिर रोड. पटना
16.	श्री डी. साह उप महानिदेशक, क्षेत्रीय कार्यालय भुवनेश्वर	ओडिशा	कॉमर्शियल कॉम्प्लेक्स, प्रथम तल, आचार्य विहार, भुवनेश्वर-751013

17.	श्री ज्योतिर्मय पोद्दार उप महानिदेशक, क्षेत्रीय कार्यालय कोलकाता	पश्चिम बंगाल	सीजीओ कॉम्प्लेक्स, दूसरा तल, ई विंग, सेक्टर-1 ब्लॉक डीएफ, साल्ट लेक, कोलकाता-700064.
18.	श्री टी.के. सान्याल उप महानिदेशक, क्षेत्रीय कार्यालय रांची	झारखंड	आत्माराम भवन, तीसरा तल, बंगला स्कूल लेन, महावीर मंदिर के पीछे, मेन रोड, रांची- 834001.
19.	श्री.डी चक्रवर्ती उप महानिदेशक, एनईजैड, गुवाहाटी	असम	तीसरा तल, सी ब्लॉक, बी विंग, हाउसफैड कॉम्प्लेक्स, वशिष्ठ रोड, दिसपुर, गुवाहाटी- 781006.
20.	श्री एम.एम. सिंह निदेशक, क्षेत्रीय कार्यालय कोहिमा	नागालैण्ड, मणिपुर	एजी अपलैंड कॉलोनी, लेरई बेपटिस्ट चर्च के सामने, एनएच-39, इम्फाल रोड, कोहिमा- 797001
21.	डा. वी.के. श्रीवास्तव उप महानिदेशक, क्षेत्रीय कार्यालय शिलांग	मेघालय, त्रिपुरा	दत्ता कुटीर, ऑकलैण्ड रोड, शिलांग- 793001.
22.	श्री अजय बक्शी उप महानिदेशक, क्षेत्रीय कार्यालय गंगटोक	सिक्किम	रिनजिंग बिल्डिंग, गैरी गांव, पीओ. तडंग, गंगटोक-737102.
23.	श्री एस.के. जाना उप महानिदेशक, क्षेत्रीय कार्यालय मुम्बई	महाराष्ट्र	चौथा तल, ए-2/3 विंग, निकट कोंकण भवन, सीजीओ कॉम्प्लेक्स बिल्डिंग, सीबीडी बेलापुर, नवी मुम्बई-400614.
24.	श्री प्रीत सिंह उप महानिदेशक, क्षेत्रीय कार्यालय अहमदाबाद	गुजरात, दादरा एवं नागर हवेली (संघ राज्य क्षेत्र) और दमन एवं दीप (संघ राज्य क्षेत्र)	दूसरा एवं तीसरा तल, डाक्टर हाउस, निकट परिमल रेलवे क्रासिंग, सीजी रोड, अहमदाबाद-380006.
25.	श्री ई. वी. गंगाधर राव, उप महानिदेशक, क्षेत्रीय कार्यालय रायपुर	छत्तीसगढ़	प्रथम तल, सूर्य अपार्टमेंट, नेताजी चौक, कटोरा तालाब, रायपुर-492001
26.	श्री अल्लाफ हुसैन हाजी, निदेशक, क्षेत्रीय कार्यालय, श्रीनगर	जम्मू व कश्मीर	5-बोनमसेर, सोनवार, श्रीनगर, जम्मू व कश्मीर-190001

[फा.सं. पी-11012/3/2011-ईएसडी]

बलजीत सिंह छाबड़ा, उप महानिदेशक

4262 001/14-2



## MINISTRY OF STATISTICS AND PROGRAMME IMPLEMENTATION

## NOTIFICATION

New Delhi, the 22nd October, 2014

**S. O. 2767 (E).**—In exercise of the powers conferred by sections 3 and 4 of the Collection of Statistics Act, 2008 (7 of 2009) read with rules 5 and 7 of the Collection of Statistics Rules, 2011, the Ministry of Statistics and Programme Implementation hereby directs Collection of Statistics on manufacturing and related activities through a statistical survey, hereinafter referred to as 'the Annual Survey of Industries 2013-14', as per the details mentioned in the Schedule-I given below :

2. The Ministry further appoints the persons as also their assignees in office, mentioned in the Schedule II given below as Statistics Officers in respect of the geographical units mentioned thereof with reference to the aforesaid direction.

3. The persons authorized by the concerned Statistics Officer would be engaged in the jurisdiction of the Statistics Officer for verification of information furnished by each informant, for inspecting relevant records, and for seeking clarifications, as may be necessary. Each person would carry a photo identity card or a letter of authorisation issued by the concerned Statistics Officer.

4. The statistics collected in Part I of Annual Survey of Industries (ASI) schedule in respect of the ASI 2013-14 furnished by the informants, after due verification and scrutiny, will be processed by officials working at the Office of the Deputy Director General, Central Statistics Office (Industrial Statistics Wing), Kolkata and the statistics collected in Part II of the ASI schedule thereof will be processed by officials working at the Labour Bureau.

5. All the persons engaged in any activity in respect of the Annual Survey of Industries 2013-14 are governed by the provisions under the Collection of Statistics Act, 2008 (7 of 2009) and the Collection of Statistics Rules, 2011. No power has been delegated to any Statistics Officer under sub-sections (4) or (6) of Section 4 of the Act.

## SCHEDULE-I

**Subject and purpose for collection of statistics:**

1. Statistics relating to growth, composition and structure of organized manufacturing sector comprising activities related to manufacturing processes, repair services, gas and water supply and cold storage is collected through Annual Survey of Industries 2013-14.

**Geographical area for collection of statistics:**

2. The Annual Survey of Industries 2013-14 is conducted in the whole of India, except the State of Jammu & Kashmir under the Collection of Statistics Act, 2008. In Jammu and Kashmir, Annual Survey of Industries 2013-14 will be conducted under the J&K Collection of Statistics Rules, 1964.

**Method of data collection:**

3. A Notice will be issued by each Statistics Officer to informants under his jurisdiction, indicating therein the date by which, the officer or office to whom, the unit or units for which, and the formats in which information is required to be furnished. A Statistics Officer may permit an informant to file the prescribed information in electronic form through a web-portal, subject to such other conditions that he may specify in the notice.

**Nature of informants for whom data may be collected:**

4. The owner or occupier of a unit [i.e. a factory or electricity or gas or water supply undertaking or an establishment registered under the Beedi & Cigar Workers (Conditions of Employment) Act, 1966] who would be issued notice by a Statistics Officer shall furnish information about the unit.

5. A Statistics Officer may require an owner or occupier to furnish consolidated information in respect of two or more units under single management in case information is not separately available for individual units and subject to such other conditions, as he may specify, in the notice.

**Period during which collection of statistics may be completed:**

6. The date for submission of information by each informant would be mentioned in the notice and it would generally fall during October 2014 to June 2015.

**Reference period:**

7. Information is required to be furnished for the Financial Year commencing from 1st April 2013 and ending on 31st March 2014 or for the Accounting Year of a unit ending on any date between 1st April 2013 and 31st March 2014.

**Nature of information to be collected:**

8. The information required has two parts. Part- I relates to information on assets and liabilities, employment and labour cost, receipts, expenses, input items – indigenous and imported, products and by-products, distributive expenses, etc. Part- II relates to information on different aspects of labour statistics, namely, working days, man-days worked, absenteeism, labour turnover, man-hours worked, earning and social security benefits.

**Language in which information is to be furnished by informant:**

9. An informant shall furnish information in the prescribed formats, either in Hindi or in English.

**Obligation of informant:**

10. An owner or occupier of a unit shall furnish information in the manner and by the date mentioned in the notice received by him from the concerned Statistics Officer. He should also furnish relevant records for inspection, and answer questions in relation to the information sought, as may be required by the Statistics Officer or a person authorized by him.

**Nature of business records and other records which may be inspected:**

11. Business records of a unit, such as balance sheet, profit and loss account, muster rolls, attendance registers, labour register, pay rolls, Director's report or any other legal document in support of the information furnished by the unit may be inspected by the Statistics Officer or a person authorized by him.

**The manner of inspection:**

12. The concerned Statistics Officer or a person authorized by him may verify the information furnished by a unit on the basis of business records and other records of the unit and seek clarifications from the concerned owner or occupier or a person authorized by the management of the unit.

**SCHEDULE-II**

Sl. No.	Statistics Officer	Jurisdiction	Address
1	Sh. Ram Krishna DDG, RO, Shimla	Himachal Pradesh	Bosewell Villa, near Deepak Project, PO Summer Hill, Boileauganj, Shimla-171005.
2	Sh. Inderjeet Singh DDG, RO, Jalandhar	Punjab	348, Jaswant Nagar, Garha Road, Near Gurudwara, Jalandhar City-144022.
3	Sh. Harbinder Singh DDG, RO, Chandigarh	Haryana & Chandigarh (UT)	NSSO(FOD), 6th floor, Kendriya Sadan, Sec-9-A, Chandigarh-160017
4	Sh. P. K. De DDG, RO, Delhi	Delhi	NSSO(FOD), East Block-6, R.K. Puram, New Delhi-110066.
5	Sh. Vidya Prakash DDG, ZO, Jaipur	Rajasthan	Plot No.70/149 to 154, Patel Marg, Mansarovar, Jaipur-302020.

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6	Sh. Ahmed Ayub B. DDG, RO, Bangalore	Karnataka	V Floor, E & F – Wing, Kendriya Sadan(CGO), 17 Main-2nd Block, Koramangala, Bangalore-560034.
7	Sh.K. P. Unnikrishnan DDG, ZO, Bangalore	Andaman & Nicobar Islands (UT)	2nd Floor, B Wing, Kendriya Sadan, Koramangala, Bangalore-560034.
8	Sh. G Sivasubramanian DDG, RO, Coimbatore	Tamil Nadu, Puducherry (UT)	43, Sengupta Street, Ram Nagar, Coimbatore - 641009
9	Sh. M. Madhusudan DDG, RO, Thiruvananthapuram	Kerala	Block B, Ground Floor, CGO Complex, Poonkulam, Vellayani P.O., Trivandrum-695522.
10	Sh. P. V. R. Prasad DDG, RO, Hyderabad	Andhra Pradesh, Telangana	293/7, 1st floor, R & B Complex, Mahavir Marg, A.C.Guards, Hyderabad- 500004.
11	Sh. A.K. Toprani DDG, RO, Hubli	Goa	2 <sup>nd</sup> floor, Srinath Complex, Neeligin Road, Hubli-580021.
12	Sh. Ajay Kumar Gupta DDG, ZO, Central Zone, Lucknow	Uttar Pradesh	Sarvekshan Bhavan, Sector-11, INS-IV, Vikas Nagar, Ring Road, Lucknow-226022.
13	Sh. Ajay Kumar Gupta DDG, ZO, Central Zone, Lucknow	Uttarakhand	Sarvekshan Bhavan, Sector-11, INS-IV, Vikas Nagar, Ring Road, Lucknow-226022.
14	Sh. B. K. Tyagi DDG, RO, Bhopal	Madhya Pradesh	Hall No. 201 & 205, Block-B, 2nd Floor, M.P. Nagar Zone-I, Bhopal-462011.
15	Sh. A. K. Biswas DDG, RO, Patna	Bihar	Markandey Complex, 1 <sup>st</sup> Floor, Hayatri Mandir Road, Patna.
16	Sh. D. Sahoo DDG, RO, Bhubaneshwar	Odisha	Commercial Complex, 1st Floor, Acharya Vihar, Bhubaneshwar - 751013
17	Sh. Jyotirmoy Poddar DDG, RO, Kolkata	West Bengal	CGO Complex, 2nd Floor, E-Wing, Sector-I, B.I.D.F, Salt Lake, Kolkata-700064.
18	Sh.T.K.Sanyal DDG, RO, Ranchi	Jharkhand	Atma Ram Bhawan, IIIrd Floor, Bangla School Lane, Behind Mahabir Temple, Main Road, Ranchi-834001.
19	Sh. D. Chakraborty DDG, NEZ, Guwahati	Assam	3rd Floor, C-Block, B-Wing, Housefed Complex, Basistha Road, Dispur, Guwahati-781006.
20	Sh. M. M. Singh Director, RO, Kohima	Nagaland, Manipur	AG Upland Colony, opp. Lerie Baptist Church, NH-39, Imphal Road, Kohima-797001.
21	Dr. V.K.Srivastava DDG, RO, Shillong	Meghalaya, Tripura	Dutta Kuthir, Oakland Road, Shillong-793001
22	Sh. Ajay Bakshi Director, RO, Gangtok	Sikkim	Rinzing Building, Gairi Gaon, Post Office-Tadong, Gangtok-737102.
23	Sh.S.K.Jana DDG, RO, Mumbai	Maharashtra	4th Floor, A-2/3 Wing, near Konkan Bhawan, CGO Complex Building, CBD Belapur, Navi Mumbai-400614.

24	Sh. Preet Singh DDG, RO, Ahmedabad	Gujarat, Dadra and Nagar Haveli(UT) & Daman and Diu (UT)	2nd & 3rd floor, Doctor-House, Near Parimal Rly. X-ing, C.G.Road, Ahmedabad-380006.
25	Sh. E. V. Gangadhar Rao DDG, RO , Raipur	Chhattisgarh	1st Floor, Surya Apartment, Netaji Chowk, Katora Talab, Raipur-492001
26.	Sh. Altaf Hussain Hazi Director, RO, Shrinagar	Jammu & Kashmir	5-Bonamser, Sonwar, Shrinagar, J & K-190001

[F. No. P-11012/3/2011-ESD]

BALJEET SINGH, CHHABRA, DDG

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കേരള സർക്കാർ  
Government of Kerala  
2015



Regn. No. KERBIL/2012/45073  
dated 5-9-2012 with RNI  
Reg. No. KIJTV(N)/634/2015-17

കേരള ഗസറ്റ്  
KERALA GAZETTE

അസാധാരണം  
EXTRAORDINARY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്  
PUBLISHED BY AUTHORITY

വാല്യം 4 Vol. IV	തിരുവനന്തപുരം, ബുധൻ Thiruvananthapuram, Wednesday	2015 ജനുവരി 7 7th January 2015	നമ്പർ No.	62
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		1936 പൗഷം 17 17th Pousha 1936		

GOVERNMENT OF KERALA

Planning and Economic Affairs (B) Department

NOTIFICATION

G. O. (P) No. 1/2015/P&EAD. Dated, Thiruvananthapuram, 6th January, 2015  
22nd Dhanu, 1190.

S. R. O. No. 15/2015.—In exercise of the powers conferred by sections 3 and 4 of the Collection of Statistics Act, 2008 (Central Act 7 of 2009) read with rules 5 and 7 of the Collection of Statistics Rules, 2011, the Government of Kerala hereby direct collection of statistics on manufacturing and related activities through a statistical survey, hereinafter referred to as "the Annual Survey of Industries 2013-14" as per the details mentioned in the Schedule I given below.

2. The Government of Kerala appoint the persons as also their assignees in office, mentioned in the Schedule II given below as Statistics Officers in respect of their geographical units mentioned thereof with reference to the aforesaid direction.

3. The persons authorized by the Statistics Officer concerned would be engaged in the jurisdiction of the Statistics Officer for verification of information furnished by each informant, for inspecting relevant records and for seeking clarifications, as may be necessary. Each person would carry a photo identity card or a letter of authorisation issued by the Statistics Officer concerned.

4. The statistics collected in respect of the Annual Survey of Industries 2013-14, furnished by the informants, after due verification and scrutiny, will be processed by officials working at the office of the Directorate of Economics and Statistics, Vikas Bhavan, Thiruvananthapuram.

5. All the persons engaged in any activity in respect of the Annual Survey of Industries 2013-14 are governed by the provisions under the Collection of Statistics Act, 2008 (Central Act 7 of 2009) and the Collection of Statistics Rules, 2011. No power has been delegated to any Statistics Officer under sub-sections (4) or (6) of section 4 of the said Act.

#### SCHEDULE I

##### Subject and purpose for collection of Statistics

1. Statistics relating to growth, composition and structure of organized manufacturing sector comprising activities related to manufacturing processes, repair services, gas and water supply and cold storage is collected through Annual Survey of Industries 2013-14.

##### Geographical area for collection of Statistics

2. The Annual Survey of Industries, 2013-14 is conducted in all districts of Kerala under the collection of Statistics Act, 2008 (Central Act 7 of 2009).

##### Method of data collection

3. A notice will be issued by each Statistics Officer to informants under his jurisdiction, indicating therein the date by which, the officer or office to whom, the unit or units for which, and the formats in which information is required to be furnished. A Statistics Officer may permit an informant to file the prescribed information in electronic form, subject to such other conditions that he may specify in the notice.

#### Nature of informants from whom data may be collected

4. The owner or occupier of a unit [i.e., a factory or an electricity or gas or water supply undertaking or an establishment registered under the Beedi and Cigar Workers (Conditions of Employment) Act, 1966 (Central Act 32 of 1966)] who would be issued notice by a Statistics Officer shall furnish information about the unit.

5. A Statistics Officer may require an owner or occupier to furnish consolidated information in respect of two or more units under single management in case information is not separately available for individual units and subject to such other conditions, as he may specify, in the notice.

#### Period during which collection of Statistics may be completed

6. The date for submission of information by each informant would be mentioned in the notice and it would generally fall during 1st January, 2015 to 15th March, 2015.

#### Reference period

7. Information is required to be furnished for the financial year commencing from 1st April, 2013 and ending on 31st March, 2014 or for the accounting year of a unit ending on any date between 1st April, 2013 and on 31st March, 2014.

#### Nature of information to be collected

8. The information collected through the survey relates to assets and liabilities, employment and labour cost, receipts, expenses, input items-indigenous and imported, products and by-products, distributive expenses etc.

#### Language in which information is to be furnished by the informant

9. An informant shall furnish information in the prescribed format in English.

#### Obligation of the informant

10. An owner or occupier of a unit shall furnish information in the manner and by the date mentioned in the notice received by him from the Statistics Officer concerned. He should also furnish relevant records for inspection, and answer questions in relation to the information sought as may be required by the Statistics Officer or a person authorised by him.

### Nature of business records and other records which may be inspected

11. Business records of a unit, such as balance sheet, profit and loss account, muster rolls, attendance register, labour register, pay rolls, Director's report or any other legal document in support of the information furnished by the unit may be inspected by the Statistics Officer or a person authorised by him.

### The manner of inspection

12. The Statistics Officer concerned or a person authorised by him may verify the information furnished by a unit on the basis of the business records and other records of the unit and seek clarification from the concerned owner or occupier or a person authorized by the management of the unit.

#### SCHEDULE II

<i>Sl. No.</i>	<i>Name and Designation of the Officer</i>	<i>Geographical Jurisdiction</i>	<i>Address of the Statistical Officer</i>
(1)	(2)	(3)	(4)
1	Sri Raveendran Paleri, Deputy Director	Kasaragod District	District Office, Economics & Statistics, Civil Station, Kasaragod
2	Sri G. S. Rajath, Deputy Director	Kannur District	District Office, Economics & Statistics, Civil Station, Kannur
3	Sri E. V. Premarajan, Deputy Director	Wayanad District	District Office, Economics & Statistics, Civil Station, Wayanad
4	Sri T. P. Vinodan, Deputy Director	Kozhikode District	District Office, Economics & Statistics, Civil Station, Kozhikode
5	Sri Usman Sherif Koori, Deputy Director	Malappuram District	District Office, Economics & Statistics, Civil Station, Malappuram



(1)	(2)	(3)	(4)
6	Smt. Dr. K. G. Geetha, Deputy Director	Palakkad District	District Office, Economics & Statistics, Civil Station, Palakkad
7	Sri Sreedhara Variar, Deputy Director	Thrissur District	District Office, Economics & Statistics, Civil Station, Thrissur
8	Smt. Sincy Mol Antony, Deputy Director	Ernakulam District	District Office, Economics & Statistics, Civil Station, Ernakulam
9	Sri Agith Kumar, P. K. Deputy Director	Idukki District	District Office, Economics & Statistics, Muthalakkodam (P. O), Thodupuzha, Idukki
10	Sri Sunil Augustine, Deputy Director	Kottayam District	District Office, Economics & Statistics, St. Antony Complex, Naganipadam, Kottayam
11	Sri R. Sreekumar, Deputy Director	Alappuzha District	District Office, Economics & Statistics, Kallupalam, Iron Bridge (P. O.), Alappuzha
12	Smt. P. K. Salini, Deputy Director	Pathanamthitta District	District Office, Economics & Statistics, Civil Station, Pathanamthitta

(1)	(2)	(3)	(4)
13	Sri Shajahan, Deputy Director	Kollam District	District Office, Economics & Statistics, Civil Station, Kollam
14	Sri Jothi J. Winslow, Deputy Director	Thiruvananthapuram District	District Office, Economics & Statistics, Kcsavadasapuram, Thiruvananthapuram

By order of the Governor,

K. S. SRINIVAS, IAS,  
*Secretary.*

#### Explanatory Note

(This does not form part of the notification, but is intended to indicate its general purport.)

The Annual Survey of Industries is the principal source of industrial statistics in India. It provides statistical information to assess and evaluate, objectively and realistically, the changes in the growth, composition and structure of organised manufacturing sector. The Director General, Department of Economics and Statistics has requested Government to designate the Deputy Directors of District Offices, Economics and Statistics, Kerala as Statistics Officers for conducting the Annual Survey of Industries 2013-2014, in exercise of the powers conferred by sections 3 and 4 of the Collection of Statistics Act, 2008 (Central Act 7 of 2009) read with rules 5 and 7 of the Collection of Statistics Rules, 2011. The Government have examined the matter and have decided to direct Collection of Statistics on manufacturing and related activities through a Statistical Survey and to appoint Deputy Director of District Office, Economics and Statistics as Statistics Officers.

The notification is intended to achieve the above object.

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കേരള സർക്കാർ  
2013



Regn. No. KERBIL/2012/45073  
dated 5-9-2012 with RNI

Reg. No. രജി. നമ്പർ  
KL/TV(N)/634/2012-14

## KERALA GAZETTE

കേരള ഗസറ്റ്

EXTRAORDINARY

അസാധാരണം

PUBLISHED BY AUTHORITY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്

Vol. II	Thiruvananthapuram,	18th January 2013	No.
വാല്യം 2	Friday	2013 ജനുവരി 18	153
	തിരുവനന്തപുരം,	28th Pousha 1934	നമ്പർ
	വെള്ളി	1934 ചൈതം 28	

GOVERNMENT OF KERALA

Planning and Economic Affairs (B) Department

NOTIFICATION

G. O. (P) No. 2/2013/P&EAD. Dated, Thiruvananthapuram, 5th January, 2013.

**S. R. O. No. 39/2013.** —(1) In exercise of the powers conferred by sections 3 and 4 of the Collection of Statistics Act, 2008 (Central Act 7 of 2009) read with rules 5 and 7 of the Collection of Statistics Rules, 2011, the Government of Kerala hereby directs collection of statistics on manufacturing and related activities through a statistical survey, hereinafter referred to as 'the Annual Survey of Industries 2011-12' as per the details mentioned in the Schedule-I given below.

(2) The Government of Kerala appoints the persons as also their assignees in office, mentioned in the Schedule-II given below as Statistics Officer in respect of the geographical units mentioned thereof with reference to the aforesaid direction.

(3) The person authorized by the concerned Statistics Officer would be engaged in the jurisdiction of the Statistics Officer for verification of information furnished by each informant, for inspecting relevant records and for seeking clarifications, as may be necessary. Each person would carry a photo identity card or a letter of authorisation issued by the concerned Statistics Officer.

(4) The Statistics collected in respect of the Annual Survey of Industries 2011-12, furnished by the informants after due verification and scrutiny, will be processed by officials working at the Office of the Directorate of Economics and Statistics, Vikas Bhavan, Thiruvananthapuram.

(5) All the persons engaged in any activity in respect of the Annual Survey of Industries 2011-12 are governed by the provisions under the Collection of Statistics Act, 2008 (Central Act 7 of 2009) and the Collection of Statistics Rules, 2011. No power has been delegated to any Statistics Officer under sub-sections (4) or (6) of section 4 of the Act.

#### SCHEDULE I

#### **Subject and purpose for collection of Statistics**

1. Statistics relating to growth, composition and structure of organized manufacturing sector comprising activities related to manufacturing processes, repair services, gas and water supply and cold storage is collected through Annual Survey of Industries 2011-12.

#### **Geographical area for collection of Statistics.**

2. The Annual Survey of Industries, 2011-12 is conducted in all districts of Kerala, under the collection of Statistics Act, 2008 (Central Act 7 of 2009).

#### **Method of data collection**

3. A notice will be issued by each Statistics Officer to informants under his jurisdiction, indicating therein the date by which, the office or officer to whom, the unit or units for which, and the formats in which information is required to be furnished. A Statistics Officer may permit an informant to file the prescribed information in electronic form, subject to such other conditions that he may specify in the notice.

#### **Nature of informants from whom data may be collected**

4. The owner or occupier of a unit [ie., a factory or an electricity or gas or water supply undertaking or an establishment registered under the Beedi and Cigar Workers (Conditions of Employment) Act, 1966] Central Act 32 of 1966, who would be issued notice by a Statistics Officer shall furnish information about the unit.

5. A Statistics Officer may require an owner or occupier to furnish consolidated information in respect of two or more units under single management in case information is not separately available for individual units and subject to such other conditions, as he may specify, in the notice.

#### **Period during which collection of Statistics may be completed**

6. The date for submission of information by each informant would be mentioned in the notice and it would generally fall during 1st October, 2012 to 31st May, 2013.

#### **Reference period**

7. Information is required to be furnished for the financial year commencing from 1st April, 2011 and ending on 31st March, 2012 or for the accounting year of a unit ending on any date between 1st April, 2011 and on 31st March, 2012.

#### **Nature of information to be collected**

8. The information collected through the survey relates to assets and liabilities, employment and labour cost, receipts, expenses, input items—indigenous and imported, Products and by-products, distributive expenses etc.

#### **Language in which information is to be furnished by informant**

9. An informant shall furnish information in the prescribed formats in English.

#### **Obligation of informant**

10. An owner or occupier of a unit shall furnish information in the manner and by the date mentioned in the notice received by him from the concerned Statistics Officer. He should also furnish relevant records for inspection, and answer questions in relation to the information sought as may be required by the Statistics Officer or a person authorised by him.

#### **Nature of business records and other records which may be inspected**

11. Business records of a unit, such as balance sheet, profit and loss account, muster rolls, attendance register, labour register, pay rolls, Director's report or any other legal document in support of the information furnished by the unit may be inspected by the Statistics Officer or a person authorised by him.

#### **The manner of inspection**

12. The concerned Statistics Officer or a person authorised by him may verify the information furnished by a unit on the basis of the business records and other records of the unit and seek clarification from the concerned owner or occupier or a person authorized by the management of the unit.

SCHEDULE II

<i>Sl. No.</i>	<i>Name and Designation of the Officer</i>	<i>Geographical Jurisdiction</i>	<i>Address</i>
(1)	(2)	(3)	(4)
1	Sri Raveendran Paleri, Deputy Director, Department of Economics and Statistics, District Office, Kasaragod	Kasaragod District	District Office, Economics and Statistics, Civil Station, Kasaragod.
2	Sri G. S. Rajath, Deputy Director, Department of Economics and Statistics, District Office, Kannur	Kannur District	District Office, Economics and Statistics, Civil Station, Kannur.
3	Sri K. Damodaran, Deputy Director, Department of Economics and Statistics, District Office, Wayanad	Wayanad District	District Office, Economics and Statistics, Civil Station, Wayanad.
4	Sri T. P. Vinodan, Deputy Director, Department of Economics and Statistics, District Office, Kozhikode	Kozhikode District	District Office, Economics and Statistics, Civil Station, Kozhikode.
5	Sri V. P. Saraphudheen, Deputy Director, Department of Economics and Statistics, District Office, Malappuram	Malappuram District	District Office, Economics and Statistics, Civil Station, Malappuram.

6	Sri Gopakumar, S., Deputy Director, Department of Economics and Statistics, District Office, Palakkad	Palakkad District	District Office, Economics and Statistics, Civil Station, Palakkad.
7	Sri Sreedhara Variar, Deputy Director, Department of Economics and Statistics, District Office, Thrissur	Thrissur District	District Office, Economics and Statistics, Civil Station, Thrissur.
8	Smt. S. Leeladevi, Deputy Director, Department of Economics and Statistics, District Office, Ernakulam	Ernakulam District	District Office, Economics and Statistics, Civil Station, Kochi.
9	Sri Agith Kumar, P. K., Deputy Director, Department of Economics and Statistics, District Office, Idukki	Idukki District	District Office, Economics and Statistics, Civil Station, Muthalakkodam P. O., Thodupuzha, Idukki.
10	Sri Sunil Augustine, Deputy Director, Department of Economics and Statistics, District Office, Kottayam	Kottayam District	District Office, Economics and Statistics, St. Antony's Complex, Nagampadam, Kottayam.
11	Sri R. Sreekumar, Deputy Director, Department of Economics and Statistics, District Office, Alappuzha	Alappuzha District	District Office, Economics and Statistics, Kallupalam, Iron Bridge P. O., Alappuzha.

(1)	(2)	(3)	(4)
12	Smt. P.K. Salini, Deputy Director, Department of Economics and Statistics, District Office, Pathanamthitta	Pathanamthitta District	District Office, Economics and Statistics, Civil Station, Pathanamthitta.
13	Sri Z. Shajahan, Deputy Director, Department of Economics and Statistics, District Office, Kollam	Kollam District	District Office, Economics and Statistics, Civil Station, Kollam.
14	Sri Jothi J. Winslow, Deputy Director, Department of Economics and Statistics, District Office, Thiruvananthapuram	Thiruvananthapuram District	District Office, Economics and Statistics, Kesavadasapuram, Thiruvananthapuram.

By order of the Governor,

V. S. SENTHIL,

*Principal Secretary to Government.*



### **Explanatory Note**

(This does not form part of the notification, but is intended to indicate its general purport.)

The Annual Survey of Industries is the principal source of industrial statistics in India. It provides statistical information to assess and evaluate, objectively and realistically, the changes in the growth, composition and structure of organised manufacturing sector.

The Director, Department of Economics and Statistics has requested to designate the Deputy Directors, Economics and Statistics, District Offices, Kerala as Statistics Officers for conducting the Annual Survey of Industries 2011-2012, in exercise of the powers conferred by sections 3 and 4 of the Collection of Statistics Act, 2008 (Central Act 7 of 2009) read with Rules 5 and 7 of the Collection of Statistics Rules, 2011. The Government have examined the matter and have decided to direct Collection of Statistics on manufacturing and related activities through a Statistical Survey and to appoint Statistics Officers with reference to the above said decision.

The notification is intended to achieve the above object.

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Government of Kerala  
2014



43  
Regn. No. KERBIL/2012/45073  
dated 5-9-2012 with RN1  
Reg. No. KL/TV(N)/634/2012-14

കേരള ഗസറ്റ്  
KERALA GAZETTE

അസാധാരണ  
EXTRAORDINARY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്  
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		1935 ഫാൽഗുനം 1 1st Phalguna 1935	

GOVERNMENT OF KERALA

Planning and Economic Affairs (B) Department

NOTIFICATION

G. O. (P) No. 7/2014/P&EAD. Dated, Thiruvananthapuram, 12th February, 2014  
30th Makaram 1189.

S. R. O. No. 138/2014. (1) in exercise of the powers conferred by sections 3 and 4 of the Collection of Statistics Act, 2008 (Central Act 7 of 2009) read with rules 5 and 7 of the Collection of Statistics Rules, 2011, the Government of Kerala hereby directs collection of statistics on manufacturing and related activities through a statistical survey, hereinafter referred to as 'the Annual Survey of Industries 2012-13' as per the details mentioned in the Schedule-I given below.

33/959/2014/DTT.

2. The Government of Kerala appoints the persons as also their assistants in office mentioned in the Schedule-II given below as Statistics Officer in respect of the geographical units mentioned thereof with reference to the aforesaid direction.
3. The person authorized by the Statistics Officer concerned would be engaged in the jurisdiction of the Statistics Officer for verification of information furnished by each informant, for inspecting relevant records and for seeking clarifications, as may be necessary. Each person would carry a photo identity-card or a letter of authorisation issued by the Statistics Officer concerned.
4. The statistics collected in respect of the Annual Survey of Industries 2012-13, furnished by the informants, after due verification and scrutiny, will be processed by officials working at the office of the Directorate of Economics and Statistics, Vikas Bhavan, Thiruvananthapuram.
5. All the persons engaged in any activity in respect of the Annual Survey of Industries 2012-13 are governed by the provisions under the Collection of Statistics Act, 2008 (Central Act 7 of 2009) and the Collection of Statistics Rules, 2011. No power has been delegated to any Statistics Officer under sub-sections (4) or (6) of section 4 of the Act.

#### SCHEDULE-I

##### **Subject and purpose for collection of Statistics**

1. Statistics relating to growth, composition and structure of organized manufacturing sector comprising activities related to manufacturing processes, repair services, gas and water supply and cold storage is collected through Annual Survey of Industries 2012-13.

##### **Geographical area for collection of Statistics**

2. The Annual Survey of Industries, 2012-13 is conducted in all districts of Kerala, under the collection of Statistics Act, 2008 (Central Act 7 of 2009).

##### **Method of data collection**

3. A notice will be issued by each Statistics Officer to informants under his jurisdiction indicating therein the date by which, the officer or office to whom, the unit or units for which and the formats in which information is required to be furnished. A Statistics Officer may permit an informant to file the prescribed information in electronic form, subject to such other conditions that he may specify in the notice.

us

#### **4. 2 of informants from whom data may be collected**

4. The owner or occupier of a unit [i.e., a factory or an electricity or gas or water supply undertaking or an establishment registered under the Beedi and Cigar Workers (Conditions of Employment) Act, 1966] (Central Act 32 of 1966) who would be issued notice by a Statistics Officer shall furnish information about the unit.

5. A Statistics Officer may require an owner or occupier to furnish consolidated information in respect of two or more units under single management in case information is not separately available for individual units and subject to such other conditions, as he may specify, in the notice.

#### **Period during which collection of Statistics may be completed**

6. The date for submission of information by each informant would be mentioned in the notice and it would generally fall within 30th June, 2014.

#### **Reference period**

7. Information is required to be furnished for the financial year commencing from 1st April, 2012 and ending on 31st March, 2013 or for the accounting year of a unit ending on any date between 1st April, 2012 and on 31st March, 2013.

#### **Nature of information to be collected**

8. The information collected through the survey relates to assets and liabilities, employment and labour cost, receipts, expenses, input items-indigenous and imported, products and by-products, distributive expenses etc.

#### **Language in which information is to be furnished by informant**

9. An informant shall furnish information in the prescribed format in English.

#### **Obligation of informant**

10. An owner or occupier of a unit shall furnish information in the manner and by the date mentioned in the notice received by him from the Statistics Officer concerned. He should also furnish relevant records for inspection, and answer questions in relation to the information sought as may be required by the Statistics Officer or a person authorised by him.

### Nature of business records and other records which may be inspected

11. Business records of a unit, such as balance sheet, profit and loss account, muster rolls, attendance register, labour register, pay rolls, Director's report or any other legal document in support of the information furnished by the unit may be inspected by the Statistics Officer or a person authorised by him.

### The manner of inspection

12. The Statistics Officer concerned or a person authorised by him may verify the information furnished by a unit on the basis of the business records and other records of the unit and seek clarification from the concerned owner or occupier or a person authorized by the management of the unit.

### SCHEDULE II

Sl. No.	Name and Designation of the Officer	Geographical Jurisdiction	Address of the Statistics Officer
(1)	(2)	(3)	(4)
1	Sri Raveendran Paleri, Deputy Director	Kasaragod District	District Office, Economics & Statistics, Civil Station, Kasaragod
2	Sri G. S. Rajath, Deputy Director	Kannur District	District Office, Economics & Statistics, Civil Station, Kannur
3	Sri K. Damodaran, Deputy Director	Wayanad District	District Office, Economics & Statistics, Civil Station, Wayanad
4	Sri T. P. Vinodan, Deputy Director	Kozhikode District	District Office, Economics & Statistics, Civil Station, Kozhikode
5	Sri V. P. Saraphudheen, Deputy Director	Malappuram District	District Office, Economics & Statistics, Civil Station, Malappuram

	(2)	(3)	(4)
6	Sri Usman Sherif Koori, Deputy Director	Palakkad District	District Office, Economics & Statistics, Civil Station, Palakkad
7	Sri Sreedhara Variar, Deputy Director	Thrissur District	District Office, Economics & Statistics, Civil Station, Thrissur
8	Smt S. Leeladevi, Deputy Director	Emakulam District	District Office, Economics & Statistics, Civil Station, Emakulam
9	Sri Ajith Kumar, P. K. Deputy Director	Idukki District	District Office, Economics & Statistics, Civil Station, Muthalakkodam (P. O). Thodupuzha, Idukki
10	Sri Sunil Augustine, Deputy Director	Kottayam District	District Office, Economics & Statistics, St. Antony Complex, Nagampadam, Kottayam
11	Sri R. Sreekumar, Deputy Director	Alappuzha District	District Office, Economics & Statistics, Kallupalam, Iron Bridge (P. O), Alappuzha
12	Smt. P. K. Salini, Deputy Director	Pathanamthitta District	District Office, Economics & Statistics, Civil Station, Pathanamthitta

(1)	(2)	(3)	(4)	(1)
13	Sri Z. Shajahan, Deputy Director	Kollam District	District Office, Economics & Statistics, Civil Station, Kollam	
14	Sri Jothi J. Winslow, Deputy Director	Thiruvananthapuram District	District Office, Economics & Statistics, Kcsavadasapuram, Thiruvananthapuram	

By order of the Governor,

V. SOMASUNDARAN,  
*Additional Chief Secretary,  
(Finance & Planning).*

#### Explanatory Note

(This does not form part of the notification, but is intended to indicate its general purport.)

The Annual Survey of Industries is the principal source of industrial statistics in India. It provides statistical information to assess and evaluate, objectively and realistically, the changes in the growth, composition and structure of organised manufacturing sector.

The Director, Department of Economics and Statistics has requested to designate the Deputy Directors, Economics and Statistics, District Offices, Kerala as Statistics Officers for conduct the Annual Survey of Industries 2012-2013, in exercise of the powers conferred by sections 3 and 4 of the Collection of Statistics Act, 2008 (Central Act 7 of 2009) read with rules 5 and 7 of the Collection of Statistics Rules, 2011. The Government have examined the matter and have decided to direct Collection of Statistics on manufacturing and related activities through a Statistical Survey and to appoint Statistics Officers with reference to the above said decision.

The notification is intended to achieve the above object.

## **Government Notifies the Collection of Statistics Rules, 2011 Under the Collection of Statistics Act, 2008**

The Collection of Statistics Act, 2008 was enacted by the Parliament on 7<sup>th</sup> January 2009. It was brought into force on 11<sup>th</sup> June 2010. The Act repealed the Collection of Statistics Act, 1953. Rules under the Act, namely, the Collection of Statistics Rules, 2011 were notified on 16<sup>th</sup> May 2011.

Some of the salient features of the Collection of Statistics Act, 2008 and the Rules made thereunder are as follows: -

The Act provides for collecting statistics on economic, demographic, social, scientific and environmental aspects not only from industrial and commercial concerns but also from individuals and households.

The Central/ State Governments, UT Administrations and the local governments such as Panchayats and Municipalities have been empowered to collect any statistics. Any of them may appoint a statistics officer for each subject of data collection and/ or for each geographical unit.

Duplication of surveys has been a matter of concern, as it not only leads to wastage of resources on survey work, but also may give rise to conflicting statistics. The Act empowers the Central Government to make rules for avoiding duplication. The Rules made under the Act provide for designating a nodal officer at the Centre and in each State/ UT who would advice the concerned line Ministries on steps to be taken to avoid unnecessary duplication.

The Act provides for all methods of data collection including oral interviews and filing of returns electronically.

The information collected from any informant under the Act cannot be made use of for any purpose other than for prosecution under the Act or for statistical purposes. In other words, the information collected cannot be used as evidence for



prosecution under any other law.

The Act provides penalties for neglect or refusal to furnish information. The penalty is up to Rs.1,000/- for individuals (Rs.5,000/- in case of a company).

More importantly, the obligation to furnish information under the Act will not cease after conviction for an offence. If the concerned person continues to neglect or refuse to furnish information after the expiry of fourteen days from the date of conviction, then he may be punished with a further fine up to Rs.1,000/- (Rs.5,000/- in case of a company) for each day after the first during which the failure continues.

The Act provides for stringent penalties for furnishing false information and for other serious offences in the form of simple imprisonment up to six months or with a fine or with both.

The Act and the Rules made thereunder provide for adequate confidentiality for the data collected and for appropriate safeguards when data collection is outsourced. Disclosure of information collected from any person without suppressing the identification particulars of that person is not permitted under the Act.

Prosecution for offences committed under the Act would be by way of a summary trial.

Bill No. XXXIX-F of 2007

## THE COLLECTION OF STATISTICS BILL, 2008

## ARRANGEMENT OF CLAUSES

## CHAPTER I

## PRELIMINARY

~~CLAUSES~~

1. Short title, extent and commencement.
2. Definitions.

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## COLLECTION OF STATISTICS

3. Collection of statistics.
4. Powers of appropriate Government to appoint statistics officer, etc.
5. Power of statistics officer to call for information.
6. Duty of Informants.
7. All agencies to assist.
8. Right of access to records or documents.

## CHAPTER III

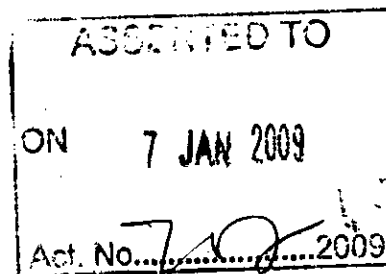
DISCLOSURE OF INFORMATION IN CERTAIN CASES  
AND RESTRICTIONS OF THEIR USE

9. Security of information.
10. Appropriate Government authorised to disclose certain information.
11. Disclosure of information schedules for *bona fide* research or statistical purposes.
12. Disclosure of historical documents.
13. Security of recorded information.
14. Restrictions on use of information.

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16. Penalty for making false statement.
17. Penalty for mutilation or defacement of information schedule.
18. Penalty for obstruction of employees.
19. Penalty for other offences.



CLAUSES

20. Penalty for failure to carry out duties and functions by employees.
21. Penalty for impersonation of employee.
22. General penalty.
23. Offences by companies.
24. Cognizance of offences.
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CHAPTER V

POWER IN RESPECT OF CORE STATISTICS

27. Power in respect of core statistics.

CHAPTER VI

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28. Power to give directions.
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31. Protection of action taken in good faith.
32. Overriding effect.
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34. Repeal and savings.

Bill No. XXXIX-F of 2007

THE COLLECTION OF STATISTICS BILL, 2008

(AS PASSED BY THE HOUSES OF PARLIAMENT)

BILL

*to facilitate the collection of statistics on economic, demographic, social, scientific and environmental aspects, and for matters connected therewith or incidental thereto.*

BE it enacted by Parliament in the Fifty-ninth Year of the Republic of India as follows:—

CHAPTER I

PRELIMINARY

1. (1) This Act may be called the Collection of Statistics Act, 2008.
- (2) It extends to the whole of India except the State of Jammu and Kashmir.
- (3) It shall come into force on such date as the Central Government may, by notification in the Official Gazette, appoint.

Short title,  
extent and  
commence-  
ment.

2. In this Act, unless the context otherwise requires,—

Definitions.

(a) “agency” includes a person or persons engaged by the appropriate Government, directly or by outsourcing, for collection of statistics;

(b) “appropriate Government” means—

(i) any Ministry or Department in the Central Government; or

(ii) any Ministry or Department in a State Government or Union territory Administration; or

(iii) any local government that is to say, Panchayats or Municipalities, as the case may be,

in relation to the collection of statistics under a direction issued by it under section 3;

(c) "informant" means any person, who supplies or is required to supply statistical information and includes a owner or occupier or person in-charge or his authorised representative in respect of persons or a firm registered under the Indian Partnership Act, 1932 or a co-operative society registered under any Co-operative Societies Act or a company registered under the Companies Act, 1956 or a society registered under the Societies Registration Act, 1860 or any association recognised or registered under any law for the time being in force;

9 of 1932.  
1 of 1956.  
21 of 1860.

(d) "information schedule" means any book, document, form, card, tape, disc or any storage media on which information required is entered or recorded or is required to be entered or recorded for statistical purposes under this Act;

(e) "prescribed" means prescribed by rules made under this Act;

(f) "sampling" means a statistical procedure by which information relating to a particular field of inquiry is derived by applying statistical techniques to information obtained in respect of a proportion of the total number of persons or units concerned relevant to the field of inquiry;

(g) "statistical survey" means a census or a survey, whereby information is collected from all the informants in the field of inquiry or from a sample thereof, by an appropriate Government under this Act or any other relevant Act, wholly or primarily for the purposes of processing and summarising by appropriate statistical procedures;

(h) "statistics" means statistics derived by collecting, classifying and using statistics, specially in or for large quantities or numbers by appropriate Government from statistical surveys, administrative and registration records, and other forms and papers, the statistical analysis of which are, whether in a published or unpublished form;

(i) "statistics officer" means any officer appointed under section 4 for the purposes of any direction issued under section 3 of this Act.

## CHAPTER II

### COLLECTION OF STATISTICS

Collection of statistics.

3. The appropriate Government may, by notification in the Official Gazette, direct that the statistics on economic, demographic, social, scientific and environmental aspects shall be collected through a statistical survey or otherwise, and thereupon the provisions of this Act shall apply in relation to those statistics:

Provided that—

(a) nothing contained in this section shall be deemed to authorise a State Government or Union territory Administration or any local government to issue any direction with respect to the collection of statistics relating to any matter falling under any of the entries specified in List I (Union List) in the Seventh Schedule to the Constitution; or

(b) where the Central Government has issued any direction under this section for the collection of statistics relating to any matter, no State Government or Union territory Administration or any local government shall, except with the previous approval of the Central Government, issue any similar direction for so long as the collection of such statistics by the Central Government remain to be completed; or

(c) where a State Government or Union territory Administration or any local government has issued a direction under this section for the collection of Statistics relating to any matter, the Central Government shall not issue any similar direction for so long as the collection of such statistics by the State Government remain to be completed, except in cases where such statistics have to be collected with reference to two or more States or Union territories.

4. (1) The appropriate Government may appoint or cause to appoint an officer to be the statistics officer for any geographical unit for the purpose of collecting any statistics directed by it.

Powers of appropriate Government to appoint statistics officer, etc.

(2) The appropriate Government may appoint any agency or persons working in such agencies to take, or aid in, or supervise the collection of the statistics within any specified geographical unit and such agencies or persons, when so appointed, shall be bound to serve accordingly.

(3) The appropriate Government may employ on contract basis any agency or company or organisation or association or person, on such terms and conditions and on such safeguards as may be prescribed, for the purpose of collecting the statistics directed by it.

(4) The appropriate Government may delegate to any statistics officer, as it thinks fit, the power of appointing agencies or persons working in such agencies or employing on contract basis any agency or company or organisation or association of persons, conferred on it by sub-sections (2) and (3) within the geographical unit for which such statistics officer is appointed.

(5) The appropriate Government may, by order specify the form, the particulars required or the interval within which, and the statistics officer to whom, the statistical information by the informants shall be furnished.

(6) The appropriate Government may, by order published in the Official Gazette, delegate to any statistics officer, as it thinks fit, any power conferred under sub-section (5) for the purpose of the collection of statistics under a direction issued by it under section 3.

5. The statistics officer may, for the purpose of collection of statistics on any specified subject in any geographical unit for which the said officer was appointed—

Power of statistics officer to call for information.

(a) serve or cause to be served on any informant a notice in writing asking him to furnish the information specified under sub-section (5) of section 4 or cause a information schedule to be given to any informant for the purpose of its being filled up; or

(b) cause all questions relating to the subject to be asked from any informant; or

(c) seek information through tele fax or telephone or e-mail or in any other electronic mode or in a combination of different modes for different sets of information so specified.

6. The informants who are asked to furnish any information under the provisions of this Act shall be bound to furnish the information so asked in the prescribed manner to the best of knowledge or belief; and in cases where only a portion of a particular class or group of persons or units is asked to furnish information because of any sampling procedure, it shall not be a defence in failure on the part of any informant to furnish that information, if so asked.

Duty of informants.

7. Every agency shall render such help and assistance and furnish such information to the statistics officer or a person or an agency authorised by him in writing, as he may require for the discharge of his functions, and shall make available for inspection and examination of such records, plans and other documents, as may be necessary.

All agencies to assist.

Right of access  
to records or  
documents.

8. The statistics officer or any person authorised by him in writing in this behalf shall, for the purposes of collection of any statistics under this Act, have access to any relevant record or document in the possession of any informant required to furnish any information under this Act, and may enter at any reasonable time any premises where he believes such record or document is kept and may inspect or take copies of relevant records or documents or ask any question necessary for obtaining any information required to be furnished under this Act.

### CHAPTER III

#### DISCLOSURE OF INFORMATION IN CERTAIN CASES AND RESTRICTIONS OF THEIR USE

Security of  
information.

9. (1) Any information furnished to the statistics officer or to any person or agencies authorised under this Act shall only be used for statistical purposes.

(2) No person other than a person engaged in the work of collection of statistics under this Act or preparation of statistics resultant to such collection shall be permitted to see any information schedule or any answer to a question asked, except for the purposes of a prosecution under this Act.

(3) No information contained in any information schedule and no answer to any question asked shall, except for the purposes of a prosecution under this Act, be separately published, or disclosed without suppressing the identification of informants to any agency.

(4) All statistical information published by any agency shall be arranged in such a manner so as to prevent any particulars becoming identifiable by any person (other than the informant by whom those particulars were supplied) as the particulars relating to the informant who supplied it, even through the process of elimination, unless—

(a) that informant has consented to their publication in that manner; or

(b) their publication in that manner could not reasonably have been foreseen by the concerned agency or any employee thereof.

(5) For the purposes of sub-section (4), the Central Government may make such rules or make such arrangement, as it may consider necessary.

Appropriate  
Government  
authorised to  
disclose  
certain  
information.

10. Notwithstanding the provisions contained in section 9 of this Act, the appropriate Government may disclose the following information, namely:—

(a) information supplied by informant in respect of which disclosure is consented to in writing by the informant or by any person authorised by the said informant;

(b) information otherwise available to the public under any Act or as a public document;

(c) information in the form of an index or list of the names and addresses of informants together with the classification, if any, allotted to them and the number of persons engaged.

Disclosure of  
information  
schedules for  
*bona fide*  
research or  
statistical  
purposes.

11. (1) Notwithstanding the provisions contained in section 9 of this Act, the appropriate Government may disclose individual returns or formats or information schedules to other agency or person or institutions or universities solely for *bona fide* research or statistical purposes pursuant to their functions and duties.

(2) No individual return or information schedule shall be disclosed pursuant to this section unless—

(a) the name and address of the informant by whom the schedule or related information was supplied is deleted;

(b) every agency or person or institutions or Universities involved in the research or statistical project makes a declaration to use the schedules disclosed to them only for *bona fide* research or statistical purposes; and

(c) the appropriate Government, making such disclosure is satisfied that the security of the schedules and any information contained therein shall not be impaired.

(3) The published results of any research or statistical project shall not divulge any more information than what the agency authorised for collection of statistics could publish under this Act.

(4) Every agency or person or institutions or universities to whom any individual return or information schedule is disclosed under this section shall comply with directions given by the agency authorised for collection of statistics making the disclosure relating to the schedules and any information contained therein.

12. Notwithstanding anything contained in section 9 of this Act, the appropriate Government may release such documents relating to information schedules, which in its opinion have attained historical importance.

Disclosure of historical documents.

13. The statistics officer or any person or agency authorised for collection of statistics shall, while copying or recording any statistical information collected pursuant to this Act from individual returns, information schedules, worksheets or any other confidential source by means of cards, tapes, discs, film or any other method, whether using encoded or plain language symbols for processing, storage or reproduction of particulars, take and cause to take such steps as are necessary to ensure that the security provisions of this Act are complied with.

Security of recorded information.

14. Save as otherwise provided under this Act,—

Restrictions on use of information.

(a) no information obtained pursuant to this Act and no copy of the information in the possession of any informant shall be disclosed or used as evidence in any proceedings whatsoever; and

(b) no person who has access to any information because of his official position in the collection of any statistics shall be compelled in any proceedings whatsoever to give oral testimony regarding the information or to produce any schedule, document, or record with respect to any information obtained in the course of administering this Act,

except in the manner provided under this Act.

## CHAPTER IV

### OFFENCES AND PENALTIES

15. (1) Whoever, fails to produce any books of accounts, vouchers, documents or other business records or whoever neglects or refuses to fill in and supply the particulars required in any information schedule or return given or sent to him or whoever neglects or refuses to answer any question or inquiry addressed to him as may be required under or for the purposes of any provision of this Act and the rules made thereunder, shall be punishable with a fine which may extend to one thousand rupees or, in the case of a company, with a fine which may extend to five thousand rupees.

Penalty for neglect or refusal to supply particulars.

(2) The conviction of a person or company for an offence shall not relieve him or it of the obligations under sub-section (1) and if after the expiry of fourteen days from the date of conviction, he or it still fails to give the required particulars or continues to neglect or refuses to fill in and supply the particulars or to answer the question or inquiry, then he or it shall be punishable with a further fine which may extend to one thousand rupees or, in the case of a



company, with a fine which may extend to five thousand rupees, for each day after the first during which the failure continues.

Penalty for making false statement.

16. Whoever, wilfully makes any false or misleading statement or material omission in any information schedule or return filled in or supplied, or in answer to any question asked to him under this Act or the rules made thereunder, shall be punishable with simple imprisonment for a term which may extend to six months or with a fine which may extend to one thousand rupees or, in the case of a company, with a fine which may extend to five thousand rupees or with both.

Penalty for mutilation or defacement of information schedule.

17. Whoever, destroys, defaces, removes, or mutilates any information schedule, form, or other document containing particulars collected under this Act or requesting any such particulars, shall be punishable with simple imprisonment for a term which may extend to six months or with a fine which may extend to two thousand rupees or, in the case of a company with a fine which may extend to ten thousand rupees or with both.

Penalty for obstruction of employees.

18. Whoever, interferes with, hinders, or obstructs any employee in the exercise of any power or duty conferred by this Act, shall be punishable with simple imprisonment for a term which may extend to six months or with a fine which may extend to two thousand rupees or, in the case of a company with a fine which may extend to ten thousand rupees or with both.

Penalty for other offences.

19. Whoever—

(a) acts in contravention of or fails to comply with any provision of this Act or any requirement imposed under this Act; or

(b) wilfully deceives or attempts to deceive any statistics officer or any agency or any employee thereof,

shall be punishable with simple imprisonment for a term which may extend to six months or with a fine which may extend to two thousand rupees or, in the case of a company, with a fine which may extend to ten thousand rupees or with both.

Penalty for failure to carry out duties and functions by employees.

20. If any person employed in the execution of any duty or functions under this Act,—

(a) omits without lawful excuse to carry out his duty, or knowingly makes any false declaration, statement or return; or

(b) pretends performance of his duties or obtains or seeks to obtain information which he is not authorised to obtain; or

(c) fails to keep inviolate the secrecy of the information gathered or entered in the information schedules collected pursuant to this Act and, except as permitted under this Act, divulges the contents of any schedule filled in or any information furnished by any informant under this Act,

shall be punishable with simple imprisonment for a term which may extend to six months or with a fine which may extend to two thousand rupees or, in the case of a company, with a fine which may extend to ten thousand rupees or with both.

Penalty for impersonation of employee.

21. Whoever, not being authorised to collect statistics under the provisions of this Act, by words, conduct or demeanor pretends that he is authorised to do so, shall be punishable with simple imprisonment for a term which may extend to six months or with a fine which may extend to two thousand rupees or, in the case of a company, with a fine which may extend to ten thousand rupees or with both.

General penalty.

22. Whoever, commits an offence under this Act for which no penalty is prescribed elsewhere than in this section, shall be punishable with simple imprisonment for a term which may extend to six months or with a fine which may extend to two thousand rupees or, in the case of a company, with a fine which may extend to ten thousand rupees or with both.

23. (1) Where an offence under this Act has been committed by a company, every person who at the time the offence was committed was in charge of, and was responsible to, the company for the conduct of the business of the company, as well as the company, shall be deemed to be guilty of the offence and shall be liable to be proceeded against and punished accordingly:

Offences by companies.

Provided that nothing contained in this sub-section shall render any such person liable to any punishment provided in this Act, if he proves that the offence was committed without his knowledge or that he had exercised all due diligence to prevent the commission of such offence.

(2) Notwithstanding anything contained in sub-section (1), where an offence under this Act has been committed by a company and it is proved that the offence has been committed with the consent or connivance of, or is attributable to, any neglect on the part of any director, manager, secretary or other officer of the company, such director, manager, secretary or other officer shall also be deemed to be guilty of the offence and shall be liable to be proceeded against and punished accordingly.

*Explanation.*—For the purpose of this section—

(a) “company” means any body corporate and includes a firm or other association of individuals; and

(b) “Director”, in relation to a firm, means a partner in the firm.

24. No court shall take cognizance of any offence under this Act except on a complaint made by the appropriate Government or an officer authorised in this behalf by such appropriate Government or, as the case may be, the statistics officer, and no court inferior to that of a Metropolitan Magistrate or a Judicial Magistrate of the first class shall try any offence punishable under this Act.

Cognizance of offences.

25. No prosecution for an offence committed by any informant shall be instituted except by or with the sanction of the statistics officer, and no prosecution for an offence committed by persons other than informants shall be instituted except by or with the consent of the appropriate Government.

Sanction for prosecution for offence.

2 of 1974.

26. Notwithstanding anything contained in the Code of Criminal Procedure, 1973, all offences under this Act shall be tried in a summary way by a Judicial Magistrate of the first class or by a Metropolitan Magistrate and the provisions of sections 262 to 265 (both inclusive) of the said Code shall, as far as may be, apply to such trial:

Power of court to try cases summarily.

Provided that when in the course of, a summary trial under this section it appears to the Magistrate that the nature of the case is such that it is, for any reason, undesirable to try the case summarily, the Magistrate shall after hearing the parties, record an order to that effect and thereafter recall any witness who may have been examined and proceed to hear or rehear the case in the manner provided by the said Code.

## CHAPTER V

### POWER IN RESPECT OF CORE STATISTICS

27. Without prejudice to the provisions contained in this Act, the Central Government may, by notification in the Official Gazette, declare from time to time any subject for the collection of statistics of national importance as ‘core statistics’ and make such arrangement, as it may consider necessary, for regulating the collection and dissemination of statistics on the subject so declared.

Power in respect of core statistics.

## CHAPTER VI

### MISCELLANEOUS

28. The Central Government may give directions to any State Government or Union territory Administration or to any local government that is to say Panchayats or Municipalities, as to the carrying into execution of this Act in the State or Union territory or Panchayats or Municipalities, as the case may be.

Power to give directions.

Public  
servants.

29. Any statistics officer and any person authorised for the collection of statistics or preparation of official statistics under the provisions of this Act shall be deemed to be a public servant within the meaning of section 21 of the Indian Penal Code, 1860.

45 of 1860.

Bar of  
jurisdiction.

30. No civil court shall have jurisdiction to entertain any suit or proceeding in respect of any matter which the appropriate Government or the statistics officer or the agency is empowered by or under this Act to determine, and no injunction shall be granted by any court or other authority in respect of any action taken or to be taken in pursuance of any power conferred by or under this Act.

Protection of  
action taken  
in good faith.

31. No suit or other legal proceedings shall lie against the appropriate Government or agency or any statistics officer or other officers or employees in respect of anything which is in good faith done or intended to be done in pursuance of this Act or the rules or directions issued thereunder.

Overriding  
effect.

32. The provisions of this Act shall have effect notwithstanding anything inconsistent therewith contained in any other law for the time being in force except in relation to the conduct of human population census as per the directions, if any, issued under the Census Act, 1948.

37 of 1948.

Power to  
make rules.

33. (1) The Central Government may, by notification in the Official Gazette, make rules for carrying out the provisions of this Act.

(2) In particular, and without prejudice to the generality of the foregoing power, the Central Government may make rules under this section for all or any of the following matters, namely:—

(a) principles for coordinating as effectively as possible to achieve the objectives of section 3 including nomination and registration of statistics officers by the Central Government and also to avoid unnecessary duplication in the collection of statistics;

(b) the terms, conditions and safeguards under which any person or agency or company or organisation or association may be engaged by the appropriate Government for the purpose of collection of statistics under sub-section (3) of section 4;

(c) principles for prescribing the form and manner in which the information may be required to be furnished;

(d) principles for prescribing the manner in which the right of access to documents and the right of entry conferred by section 8 may be exercised; and

(e) any other matter which is to be or may be prescribed under this Act.

(3) Every rule made by the Central Government under this Act shall be laid, as soon as may be after it is made, before each House of Parliament, while it is in session, for a total period of thirty days which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session immediately following the session or the successive sessions aforesaid, both Houses agree in making any modification in the rule or both Houses agree that the rule should not be made, the rule shall thereafter have effect only in such modified form or be of no effect, as the case may be; so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.

Repeal and  
savings.

34. (1) The Collection of Statistics Act, 1953 is hereby repealed.

32 of 1953.

(2) Notwithstanding such repeal, anything done or any action taken under the said Act shall be deemed to have been done or taken under the corresponding provisions of this Act.

(3) All rules made under the said Act shall continue to be in force and operate till new rules are made under this Act.

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to facilitate the collection of statistics on economic, demographic, social, scientific and environmental aspects, and for matters connected therewith or incidental thereto.

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*(As passed by the Houses of Parliament)*