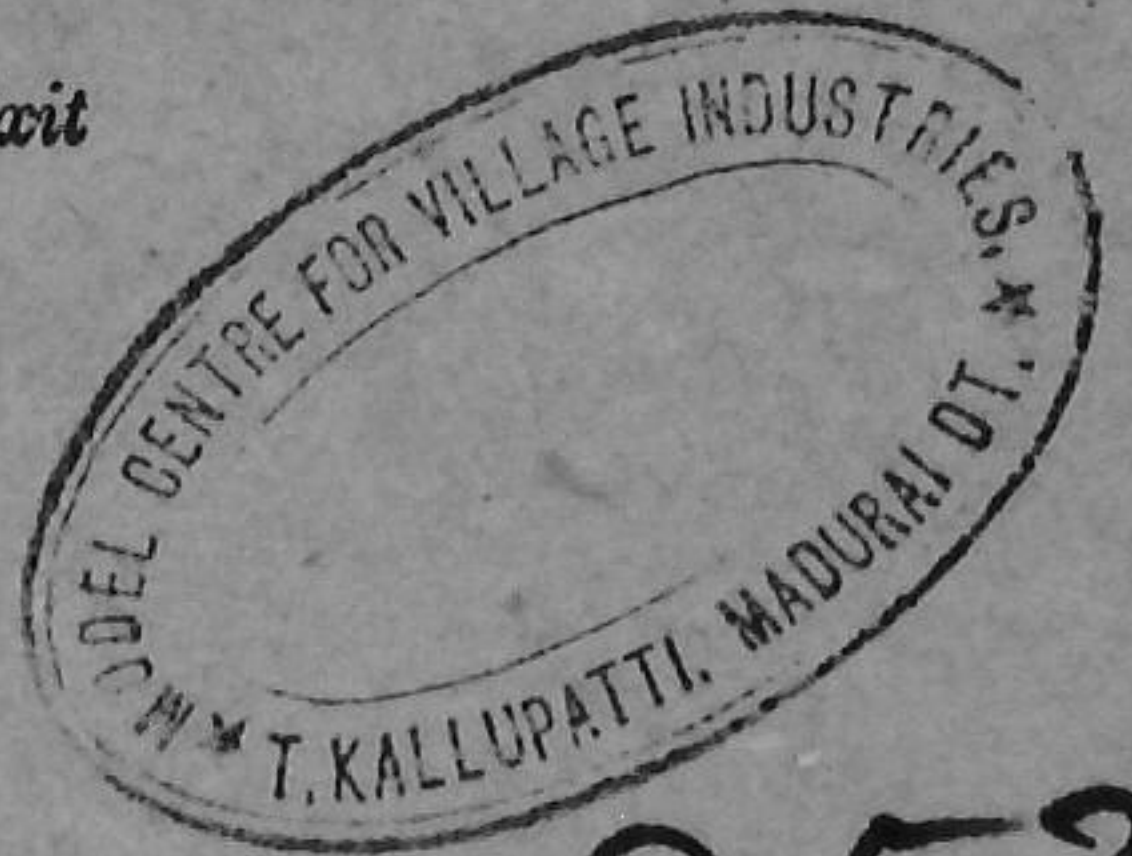


# GUIDE TO VILLAGE PLANNING

By : Jhaverbhai Patel

&

M. B. Dixit



कामधे दुःखभाग्यम्।  
अस्मिन्मन्त्रे भवति सुखम्॥

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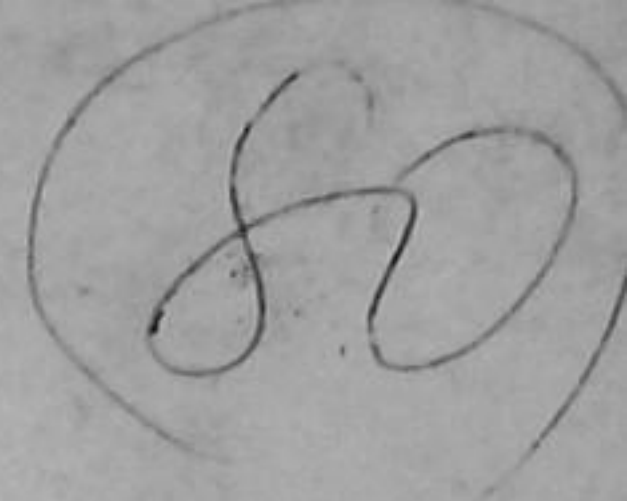
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“The thing that is really necessary is somehow to activate and dynamise the basis of the Indian social structure. You do not solve the problem unless this basis of the Indian society, which means millions and millions of villagers and workers and small earners, the unemployed men on the land, is activated. If you merely grapple with the problem from the top, what happens? You merely draw away people from the bottom into the middle layers. It is a good thing, you activate them. But the tremendous basis of the Indian population is not affected. You have to think in terms of affecting that vast basis. Once you activate them and make them dynamic, then the progress of India will be rapid. If I may refer to Gandhiji, his view was to activate the lowest strata. That is the real thing.

**-Jawaharlal Nehru.**



## INTRODUCTION

The Intensive Area Schemes of the Khadi and Village Industries Commission have been in operation for the last three or four years. The most important part of the scheme is village planning. In the selected areas model villages are picked out and surveys conducted. On the basis of the data collected as a result of the surveys, village plans are prepared. The experience so far gained has emphasised that there should be a proper guide to village planning and the method that should be adopted for survey and preparation of plans. Investigators sent out for survey work should have a complete grasp of the schedules and guidance on how these should be filled in. Shri Jhaverbhai Patel, Member of the Khadi and Village Industries Board, who is in charge of the Intensive Area Schemes, here presents a guide book which meets this felt need. The book is divided into four parts. Part I deals with the approach and method of survey and planning. Part II contains an explanation of the schedules and their nature. Part III provides hints on drafting (1) a Village Plan and (2) a Regional Plan. Part IV contains the schedules. There are in all six different schedules which deal with different types of information required to formulate plans of development. It is hoped that this publication will facilitate better organisation of surveys and preparation of the plans.

**-C. K. Narayanswami**

Director of Publicity







## **PART I**

1. EXPANDING ECONOMY
2. METHOD OF SURVEY AND PLANNING







# EXPANDING ECONOMY : THE MAIN APPROACH

## Objectives Of Village Planning

Development of village industries and village life was the subject of long talks and correspondence between Gandhiji and Shri Jawaharlal Nehru in 1946. The gist of these talks prepared by Gandhiji himself gives us the objectives of village planning as follows :

"The impression that I gathered from our talk is that there is not much difference in our outlook. To test this, I put down below the gist of what I have understood: 1. The real question, according to you, is how to bring about man's highest intellectual, economic, political and moral development. I agree entirely.

2. In this, there should be an equal right and opportunity for all.

3. (In other words), there should be equality between the town dwellers and villagers in the standard of food and drink, clothing and other living conditions. In order to realise this equality today people should be able to produce their own necessities of life, i.e. clothing, food-stuffs, dwellings and lighting and water.

4. Man is not born in isolation but is essentially a social animal independent and inter-dependent.

None can or should ride on another's back. If we try to work out necessary conditions of such a life, we are forced to the conclusion that the unit of society should be a village or call it a manageable small group of people who would, in the ideal, be



self-sufficient (in the matter of their vital requirements) as a unit and bound together in bonds of mutual co-operation and inter-dependence”.

To put it briefly: the objective of village planning is to develop the village as a unit so that it enjoys equality of right and opportunity with towns and enables its inhabitants to attain the highest integrated personal development. Village planning has thus to solve the basic problems of our village life, which are the problems of limited opportunities and limited production. Whether it is cultural isolation or morbidity of the village people or whether it is the disintegration of the village economy through internal and external conflicts resulting in the severest struggle for existence in the countryside and the inevitable migration of village intelligentsia to towns, they can all be traced to these two limitations. Evidently, solution lies in the positive way of getting over these limitations. Seeking solution in terms of present limitations or static conditions may shift burdens but not remove them. Village planning to be fruitful has, therefore, to be conceived in terms of an expanding economy. It is expansion that can create more wealth and wider opportunities. Such expansion is possible through constructive thinking. Village planning, thus, means expanding production and opportunities through constructive thinking.

While expansion alone is capable of solving the rural problem, it is a double-edged weapon. During the transitional stage, it raises a new problem of finding new bearings of the social structure and evolving new balances or equilibrium. Without this equilibrium it creates new conflicts on an increasing scale. What is essential, therefore, is not only expansion but expansion with new equilibrium. The approach of planning applied to village development has the special merit of achieving expansion along with equilibrium. Village planning forges new bearings of the social structure such as the creation of public or Co-operative Sector and thus uses the double



edged weapon with advantage. While widening opportunities, village planning seeks harmony in life by emphasising the balanced development of man. It seeks harmony between science and values of life through phased adoption of higher technology. It seeks harmony within the village community through the social security programme, the introduction of the principle of public sector in the village economy and the provision of wider opportunities to the village intelligentsia. It seeks harmony between rural and urban sectors through the establishment of the 'Oceanic Circle' representing a decentralised Co-operative economy. Seeking to solve the problem of village development, village planning thus comes into grip with some of the basic problems of the age. But it is evident that it is this perspective of the basic problems that alone can succeed in tackling the problems of the village life.

The scope for expansion of the village economy is wide in all directions. The productivity of our land ranks amongst the lowest in the world. There are clear possibilities of doubling this productivity in the course of a few years. Village planning lies in fulfilling this task. Village planning has to activate the agriculturist, to make him interested in producing more and to enable him to produce more. What applies to agriculture applies to other fields of village life. The gap between the standard and existing living conditions indicates the scope of expansion. Through increased production of food and raw materials village planning can raise consumption levels. It can create more amenities to reduce the struggle for existence. It can strengthen the village as a unit by building up its internal social solidarity on the one hand and by linking it to a larger structural unit for integration and wider development opportunities on the other. Village planning has thus to seek out the scope of expansion and forge techniques to exploit this scope. During the course of four years of the existence of the Intensive Area Scheme several village plans have been prepared from this consideration. Valuable experience has been gained in



evolving techniques of village planning providing incentives to village people for creative and co-operative effort. These incentives can be enumerated as follows :-

1. Science Incentive.
2. Total resources picture incentive.
3. Pooling resources method.
4. Prospect incentive.
5. Perspective planning-long range incentive.
6. Higher Consumption short range incentive.
7. Self exercise incentive.
8. Respect incentive.
9. Self-direction incentive.
10. Family approach incentive.
11. Antyodaya incentive.
12. Nai Talim approach incentive.
13. Integration incentive.
14. Occupational pattern incentive.
15. Rational time table incentive.
16. Minimum income incentive.
17. Social security incentive.
18. Oceanic circle incentive.
19. Enlightened self-interest incentive.
20. Gramraj incentive.

### **1. Science Incentive**

Village people have mature wisdom to distinguish between an orphanage and a school. The one is a place of sympathy and charity, the other builds up vitality and strength. The one does welfare



work depending on the goodwill of the trustees, the other builds up the science of self-development. If villages are to have equality of right and opportunity with towns they can only have it on the analogy of the school. Welfare work by outside agencies is always limited in scope and keeps the beneficiaries dependent on others. Realising the half-hearted nature of such welfare work villagers respond to it only half-heartedly. They are deeply moved if they are seized of a programme which gives them the method of self developments through a process of building up the science of their life. This science is the science of village planning which expands opportunities and production of wealth through mobilisation of local resources and building up of local organisations. Through a systematic study of consumption levels, supply of raw materials and productive capacity village planning can prepare a programme of pushing up demand for consumption goods and services. It can work out a phased programme of filling the gaps between the existing standards and the minimum standards. Simultaneously, it can work out a phased programme of introducing improved techniques to meet the rising demand. Since such improved techniques are introduced for greater production in response to greater consumption it has no adverse effect on the employment position of a region. Possibly it improves upon it. At least it raises the quality of employment as it can pay better wages through greater productivity with the aid of improved techniques. By extending the principle of village planning to a larger area of operation the village unit can be linked to a larger structural unit so that the interests of both are harmonised. This harmony further facilitates the phased introduction of improved techniques. Better techniques together with the larger area of operation provide better opportunities of employment and development to the village intelligentsia. This process works as a virtuous circle. Such a regional organisation in the countryside helps retain the services of its talented youth. The staying over of the youth strengthens the organisation. In fact such leadership is an essential condition for



building up organisation in the villages. If village co-operative is the *sine qua non* of building up rural prosperity, talented village leadership is the *sine qua non* of the successful village co-operative. Provision of better employment opportunities through higher techniques to the talented youths in the villages should thus be regarded as an essential condition for the introduction and successful working of village co-operatives.

The crux of village planning is the device of regulation which the village community can employ in controlling anti-social elements. The village community can think of preparing and executing an ambitious village plan if it is assured that the plan will go through without hindrance from such elements. It must, therefore, be in possession of an instrument to check these elements. This instrument can be created by enforcing the principle of public sector for all power industries and trade in the village or the region and confining the private sector to agriculture and non-power industries. This arrangement brings about harmony and works out the rationale of distributing industrial processes between units operating at different levels of efficiency in the region. This arrangement again establishes a decentralised cooperative economy for the region which helps remove its internal conflicts and enables it to withstand external conflicts.

## 2. Total Resources Picture Incentive

While the science incentive stimulates the systematic study of development possibilities with the aid of science and technology, the total resources picture incentive brings villagers nearer home to the soil. At present, families in the village live in isolation and their economic activity is desultory, ill-planned and circumscribed by limitations of resources in men and material. Few families are even aware of development possibilities of their own resources. The result is disintegration of village economy with labour exploited, talent stunted, resources wasted and gaps unfilled.



Village planning through the total resources picture eliminates this defect. Such a picture does not merely show the villagers the sum total of the resources of the families but takes them a step further. It presents to them the quantitative aspect of their resources as well the wastage and gaps—and reveals to them their present position, needs and possibilities.

The total resources picture incentive acts in three directions : It enables the villagers to broadbase their objectives and prepare their plan. By bringing to the villagers ken both the short-term objective of higher production and the long-term objective of future development, this picture conditions their mind for the operation of other incentives like perspective and prospect. Secondly by, pointing the deficiencies in the utilisation of resources, the picture forewarns the planners to mobilise resources and institute development programmes on the basis of decentralisation and antyodaya. Thirdly, it links the improvement of techniques with concrete plans for the full employment of idle manpower at a minimum level of income and determines the optimum rate and kind of technological change in specific sectors in specific manpower situations, with due regard to the non-displacement of labour and the ensuring of a steadily rising minimum income to workers

### **3. Pooling Resources Incentive**

The second incentive is the method of substituting organisation for finance. It is a method of mobilising and pooling the idle and scattered resources of the village for productive purposes. Such resources are not only financial and material but also man-power, talent, and spirit of service. With the intimate



knowledge and mutuality of interest with the village community, it is possible for it to mobilise all such resources for local projects. This method is exclusively available to the village community and to no other distant authority however competent or well-meaning. Since village planning provides incentives for raising agricultural production and since village planning can be done only by the village community, the term public cooperation should be differently interpreted from hitherto. If the term is to be retained it should mean cooperation by the public including the Government machinery with the village community which undertakes to prepare and execute the village plan.

By way of illustration of this pooling incentive, the possibilities envisaged in the village of Birapur (U. P.) and Deora (Bihar) are of interest. The table below shows that about 50 per cent of the resources required for Deora and 43 per cent of those required for Birapur will be mobilised in the village itself in the form of cash, kind and labour. A major portion of this will be cash in Deora (75 per cent) and labour in Birapur (50 per cent). Considering that of the external resources, 17 per cent (Rs. 12,500) in Deora and 19 per cent (Rs. 10,000) in Birapur are loans repayable eventually from local resources, an idea may be had of pooling possible in the village itself. Another significant point is that while agriculture, animal husbandry and social security programmes are sought to be implemented mainly with internal resources, only the Khadi Commission's programmes need considerable external aid as they involve purchase of equipment, provision of training and building sheds.



## Food Resources in Two Village Plans

Name of the Village	Particulars	Total Cost (Rs.)	External Resources			Internal Resources (Rs.)		
			Subsidy	Loan	Total	Total	Cash Rs.	Kind Rs.
DEORA	A. Commission's Programmes							
	i. Village Industries	23.4	16.6	6.5	23.1	.3		
	ii. Village Remodelling	35.1	18.1	—	18.1	17.0		
	B. Others						58.0	4.8
	i. Agriculture	58.7	20.7	5.0	25.7	33.0		10.0
	ii. Animal Husbandry	20.8	.2	1.0	1.2	19.6		
	iii. Social Security Programme	6.3	3.4	—	3.4	2.9	—	
Total		144.3	59.0	12.5	71.57	72.8	58.0	4.8
								10.0

13

BIRAPUR	A. Commission's Programmes							
	i. Village Industries	17.9	13.9	3.9	17.8	.1		
	B. Others						14.3	5.6
	i. Agriculture	16.3	.5	4.6	5.1	11.2		19.9
	ii. Animal Husbandry	7.3	1.5	1.5	3.0	4.3		
	iii. Social Security Programme	50.9	26.7	—	26.7	24.2		
	Total	92.4	42.6	10.0	52.6	39.8	14.3	5.6
								19.9



#### 4. Prospect Incentive

The fundamental basis of village development is the initiative of the village people. Initiative is in response and production to incentives provided by prospects. A programme which can make people believe that big things are coming into their lives provides sufficient incentive so as to create in them enthusiasm for commensurate action. What is inspiring about a programme is the attainable picture of life it presents rather than small benefits it offers through unconnected individual items. If the village development programme holds out the prospect of equality between the villagers and the town dwellers in respect of opportunities and living standards it evokes a whole hearted response from the village people. In the same way a village development programme working for equal benefits of all sections of the village community including the poorest can alone create the climate for effective action in the village. The aims of the present Co-operative Societies in the villages are limited. A few families combine into a co-operative form of organisation for arranging marketing facilities or finance. They are not conceived for building up the village economy as a whole and are not, therefore, in a position to mobilise all the idle resources of the village. They thus fail to raise the overall production. For the same reason they are not able to remove disparities in the village life; they rather accentuate these. The landless and the unprivileged are normally left out of the benefits of such organisations. In short, the present co-operatives are organised and governed by the part perspective of sectional interests of the village and are not, therefore, capable of transforming the village economy. In its aim and content, the Co-operative Organisation in a village has to make a basic assumption of the community approach and has to attempt to plan development of the village economy for the benefit of all, including the poorest. It has to envisage the programme of Antyodaya as the central approach of village planning.

#### 5. Perspective Incentive

Village planning sets out the short-term and long-term



objectives and prepares programmes of action for the achievement of these objectives. While the short-term objective of village planning is the raising of production and employment opportunities, the long-term objective is to develop the village as a unit and as part of a larger structural unit which works on the principle of Gandhiji's 'Oceanic Circle' or the decentralised co-operative economy and which provides the village equality of right and opportunity with town and enables its inhabitants to attain the highest integrated personal development. It is possible to achieve the short-term objective only on the strength of the inspiration and initiative provided by the long-term objectives. The long-term objective thus provides the perspective which evokes proportionate response from the village people.

While the prospect incentive is a goad to action, the perspective is a guide to planning activity. It brings before the villager's mind a long-term view of the economy of the village and the scope of its development over a period of years. It enables them to envisage the new social order with a decentralised co-operative economy where limitations of opportunities and production are eliminated by expansion. This incentive does not turn the villagers utopian in outlook but gives them a realistic approach. While it enables them to see the scope of development it also induces them to set targets in respect of levels of achievement and time limits. Acting in consonance with the techniques to be adopted in order to achieve the targets of production and consumption without overlooking the time factor.

## **6. Higher Consumption Incentive**

The best incentive to the agriculturist for raising production can be provided through a programme having direct appeal to him. Such a programme is one that raises his consumption. While this has appeal to him it does not seem to favour with economic experts. Although they recognise the need to raise his consumption, they are afraid it may retard savings and, therefore, development. Savings, of course, are essential for development; but are savings to be effected



out of less consumption or more production? Paradoxical as it may appear, in the context of the present situation of our villages, raising consumption is likely to effect more savings. Evidently, there is little scope for saving when production is low. The village people do not feel interested in raising production, if the greater production does not have direct impact on raising their own consumption. Without this direct appeal the vicious circle of low production and low consumption continues with the result that little savings are available for development. Village planning, therefore, has to conceive programmes in terms of raising consumption of the villagers. It has to frame programmes for raising production of vegetables, fruits, milk and other protective food items which are found in short supply in villages today.

In a meeting of the Khadi and Village Industries Board on 5th November, 1958, Shri Nehru instanced countries like Germany, Russia and Japan, which had suffered terrific damage and destruction as a result of the last war. If one visited these countries today it would be evident to him how tremendous has been the reconstruction work carried out and progress made. These countries were in very bad circumstances immediately after the war. Today, ten years after the war and destruction, they had regained their old stature as advanced countries. How could these people achieve so much? This was a question that they in India should ask themselves. "There the people are industrious, hard-working and imbued with zeal and the will to create and achieve. In some of these countries no doubt, reconstruction was facilitated by their industrial background. Still, it was the energy of the people and their application to work which had rewarded them with success. If people in India also responded to the challenge of the times and worked with zeal to make our plans yield results, India could also forge ahead." Morbidity or lack of zeal in the Indian people particularly in the villages is more apparent than real. They lack zeal and optimism because they lack energy. They lack energy because they lack nutrition. Programme



of direct appeal of raising the nutritive standards have, therefore, a significance in activising and energising the villagers.

## 7. Self-Exercise Incentive

It is important to appreciate the psychological factor involved in the village community preparing its own plan. It is an educational psychology. If a teacher goes on reading and explaining lessons and solving mathematical sums and the student has only to understand what the teacher explains, educationists can foretell the result. The student will hardly develop any intelligence and real interest in his studies. He will remain dormant. Self-exercise is, therefore, the keynote of all educational systems adopting modern educational psychology. The same principle applies to village planning. It is only through self-exercise that the village community can develop its initiative. Planning done centrally for raising production in the villages is on a par with the teacher doing every thing for the student. Central Planning can evoke only a limited degree of co-operation from the public. This is what Shri Nehru had to observe at the National Development Council meeting : "An essential condition of the economic progress of the country is to arouse the initiative of the people and to have the maximum authority in their hands. . . . We have not been able to get all we should have got out of the people - their enterprise, their throwing themselves into this business with joy and good heart and expecting results. . . Apart from good officers and all that, the real thing of primary importance is to pick up responsible people from among the peasants and agriculturists. I think the only way to get response is to trust the present and give him power and authority to go ahead. . . It was fundamentally wrong to deny authority to people because they might make mistakes. You should give them technical help etc; but, essentially, authority and power must be given to the people in the villages. Let them function and let them make a million mistakes. We are restricted in our thinking, in our movement because of the way of our thinking."



## 8. Respect Incentive

Village people react to our action. If we approach them with faith in their wisdom and intelligence, it touches their sympathetic chord. Their response to such an approach is favourable because they feel that they are not respected for the sake of courtesy but that their real capacity is recognised. If we have real faith in their capacity we will depend on them without any mental reservations for framing and executing programmes based on aided self-help. We will then have a sympathetic understanding of their present limitations. If they stick to old things and are not quick to adopt innovations, it is not because of their orthodoxy but because of their inability to take risks or because they feel that the remedies suggested are not likely to cure their disease. If they are inert and morbid it is because of their reduced vitality and absence of better prospects. If they are not progressive in their outlook, it is because they lack wider opportunities of development. Basically, these are the deficiencies only on the surface arising out of circumstances and can be made good if the circumstances are changed. In the core of their being village people are stout and healthy and have preserved their cultural values in spite of the severest struggle for existence over centuries. Being occupied in creative and productive activities of life they are practical-minded and resourceful and capable of improving their living standards with the least external aid and sympathy. Inheriting traditions of mature wisdom they are more community-minded and less self-centred. These qualities can develop further only through appreciation. In the process of development the local workers and leaders and the people act and react on one another. Village leaders invariably belong to the village itself while workers generally belong to the same village. Where the leaders and workers are of the same village, their respect for the wisdom of the people is automatic; while their personal example has the force of persuasion in making the people follow them.



## 9. Self Direction Incentive

The essence of village planning is that the village takes charge of its life and carves out its destiny. This it can do only if it has or evolves its own values. Our villages have certainly been the models representing our civilisation which has built on the solid foundations of the integrated view of life, the dignity of labour, self-sufficiency and simple living ennobled by high thinking. Where the villages have failed to maintain these values of life, they remained static or did not prove to be sufficiently dynamic so as to be able to adjust life to changing circumstances. Confronted with new situations, the bearings of the static village society holding these values gave way and the village life could no longer be governed by its own values and was carried away by drift. The result is the disintegration of the village which is only an outward expression of the inner drift.

With the process of ambitious individuals tearing themselves away from the masses and forming themselves into classes, the creative effort of such individuals, which makes for the progress of the community, was lost. They can no longer derive sustenance through their own contribution but become more or less parasites on the community. They cannot identify their own interests with those of the community and the two become separate entities antagonistic to each other. Four types of people come into the category of these classes—the village merchant, the village servant, the village leaders and the landlord. Under the British Government, these classes became vested interests and instruments of Government in suppressing and dividing village communities. With these classes still leading ostentatious life through unearned income the old values of dignity of labour and simple living have fallen into disrepute. People have begun to look down upon self-labour and physical labour has become degraded and dissociated from intelligence. This rot can be stopped only by arresting the forces of disintegration by a positive process of integrating village life through new techniques like Nai Talim, enlightened self-interest and turning



work into an educative process. This creative process demands the application of all resources, physical, financial and mental to productive effort of the village. When consequently values change they become all pervasive. The people will develop a new consciousness and realise the dignity of labour and bring even womenfolk into the open air to join men in a common endeavour to build happy homes and village prosperity. This new consciousness generates the urge to remodel the entire village so as to re-establish the basic values of life. This self-direction for the purpose of remodelling the village and village life is a powerful incentive provided by the approach of village planning.

### 10. Family Approach Incentive

The story of the Ages in human history—the Wood Age, the Stone Age, the Metal Age, the Electricity Age and now the Atom Age has an important lesson to teach. The succession of one Age by another does not mean addition in Nature's bounties but an unfoldment of them before man's mind. The Wood Age did contain all the elements of the successive Ages but it took man to understand them by slow stages. As man went on understanding Nature's forces he began pressing them into his service. This conversion of Nature's gifts for the benefit of man is the Law of Production of Wealth which is thus directly related to the development and utilisation of the talent of man. Every man has a measure of potential talent. There will be wealth in the world to the extent to which this potential talent is developed. If the world is poor today it is because the talent of the privileged few is developed, the majority of the mass remaining dormant. The world will not be made wealthy and happy on the dint of a few giants at work. It will be happy if every single man is enabled to contribute his mite. This is also the approach of bringing about social equality. By providing opportunity for the exercise of talent, social equality draws contribution from every member of society. Social equality thus implies addition to wealth through equality of opportunity rather than



distributing the limited wealth.

This approach of activating and enabling every person in the village to contribute his mite to the social good is the central theme of village planning. The intensive Area Scheme becomes really intensive at this point. Rather than indulging in generalisation each family is taken as an economic and social patient just as the physician treats his individual patients. When the economic disease of every family is diagnosed and its resources and gaps are noted, the application of plan approach in terms of fixing targets becomes easy. This method of treating individual patients to full recovery rather than incomplete treatment of the many has a tremendous impact on the psychology of the village people. They gain in self-reliance and acquire a technique of self development and find themselves on the road to progress by the family approach incentive.

## 11. Antyodaya Incentive

The greatest call to man comes from a programme which works for his highest economic, intellectual, political and moral development, in other words, development of his whole personality. This is so not only because these aspects of life are interdependent and act and react upon each other but also because man's highest powers are invoked by such a call. A programme of this nature has therefore to envisage man's development on the physical, mental and moral planes and to provide opportunities for the simultaneous development of all the three planes. It is such a programme that presents an aspiring picture of life. In the midst of the present poverty it is sometimes difficult to assume the need to satisfy the urge for the development of higher planes of life in the villages. This urge is nonetheless existent and awaits openings for self-expression. A programme which can provide these opening to the few aspirants raises the tone of thought and releases the dormant energy of the whole village.

Such a programme consists in Antyodaya which alone can raise the moral and social tone of the village community in general. Antyodaya



is based on the principle that poverty is the social responsibility of the village as a whole. A section which is socially and economically neglected is a burden and menace to the village. The neglected persons become idle and unproductive and turn into a burden on the community. Some of them even develop criminal tendencies and disturb the peace and morale of the village. It is, therefore, in the best interests of the whole community to see that no person in the village is unemployed. The acceptance of the principle at once changes the attitude of the community from that of indifference and unconcern into one of positive responsibility for the poor. There is thus a change in outlook, a change from crude self-interest to enlightened self-interest. Once this responsibility is accepted by the village community in its enlightened self-interest it will see its way to accept as inevitable the programmes which provide work and amenities particularly to poor families. Besides providing work the programme includes building of houses for the poor with enough land for kitchen garden. In this construction work the community must supply not only the materials but also labour. The motto of every village should be "No one in the village shall remain without shelter and without employment."

The benefits of Antyodaya are not confined only to poor families but will extend to whole community as in bettering the lot of the poor, the better-off sections develop their own capacity for betterment. Antyodaya thus helps in breaking the vicious circle of poverty and depression in the village life and ensures peace and morale of the village.

## 12. Nai Talim Incentive

The problem of village development in India is the problem of building the science of village life. There are problems peculiar to our village life, the foremost among them being that of development opportunities. Certain circumstances and factors limit these opportunities in the villages. There is generally what Bernard



Shaw calls the 'Idiocy' of village life. There is simple living but little climate for high thinking. Certain backward communities who lead an isolated life with their individual homesteads on their farms have contacts only with nature, land and cattle. Without the advantages of group life and living contacts with the rest of the world, they fail to develop their culture. Idiocy born out of isolated life haunts our villages inhabited even by the advanced communities whose youth feels left out in life without migration to towns. Village life thus presents the problem of cultural isolation which the village science has to tackle. It is this isolation which has narrowed the outlook and interests of the village people who suffer from a basic weakness of indifference to nationhood and loyalties higher than those of their village and caste. Indeed, our villages have carried isolation to its extreme limit. They have ceased to be homogenous units and have just become units of neighbourhood.

It is Nai Talim which can vitalise this shattered life of the village. Nai talim enables people to follow their professions intelligently and do things scientifically. Their work creates new values, external in the form of goods produced, and internal in the form of growth of personality. People give up doing things by conventions and develop a spirit of enquiry in every walk of life. This gives them truth and truth will make them free. They become conscious of the sources of wastage and exploitation and they take charge of the situation and give shape to it.

Nai Talim works in three directions. Firstly, it breaks the idiocy of isolation in the village and solves problems of the class by opening wider opportunities for development through creative and co-operative efforts. Secondly, it enables them to take the view of enlightened self interest and thus indentify their interests with those of the community. Thirdly, it turns work from drudgery into an educative process and thus restores dignity to labour. In restoring dignity to labour, it presses into service scientific



knowledge and technology and draws adequate reward from it in the form of intellectual and aesthetic development. Thus, every branch of life's activities has to be pursued with the knowledge of its science. The farmer has to treat his farm as if it were the farm of an agricultural college. He will then know the botany of his crops, the chemistry of his soil and the farm economy including productivity and trade balance. Farming to him then becomes both an occupation and an education. The housewife has to treat her kitchen as a laboratory of health and nutrition. Naturally such a farmer and such a housewife are in touch with the advancement of knowledge in fields of agriculture and nutrition. Their knowledge of science becomes the medium of exchange between them and the rest of the world. Nai talim can thus help not only in raising productivity, giving better amenities of life and improving living standards, but in breaking cultural isolation.

### 13. Integration Incentive

Our villages were certainly models representing our civilisation which was built on solid foundations of the integrated view of life dignity of labour, self-sufficiency and simple living, linked with high thinking. Village solidarity was maintained by three pillars of society, viz., joint family system, caste system and functioning of the village as a self-sufficient unit. The joint family system facilitated a natural division of labour, which saved the members from drudgery and gave them cultural leisure as also a sense of security while the caste system ensured balanced economic activity and a non-competitive occupational pattern. Village self-sufficiency imparted socio-economic independence and thus harmony to village life.

But under the initiative and encouragement of the British some ambitious individuals tore themselves away from the masses and formed themselves into classes. Thus the creative effort of such individuals who made for progress of the community was lost. The pillars of village life, viz., the joint family system, caste system



and village self-sufficiency have gradually crumbled, exposing the village to unhealthy influence. Village solidarity has not been merely impaired but village life and economy have been disintegrated by conflicts. These conflicts are both internal and external.

Internally, there is a conflict between the kisan and the artisan. The kisan is pitched against the artisan. Village industries are looked upon as calling for a sacrifice on the part of non-artisan classes like the farmers who form the bulk of the village population. In reality, the non-artisan classes stand to lose by this attitude, as the decline of village industries diminishes the net income of the village and affects all sections of the community though unevenly.

Externally village economy is subordinated to town economy. The farmer is at the mercy of the industrialist in the town. There is a drain of wealth and talent from the village to towns. In rural-urban relationship there is an unequal exchange for the village. The village produces and supplies only raw materials in exchange for finished goods obtained from the town. This inequitable exchange has to be checked in the interest of preserving social and economic peace in the country.

The village society today, is not a cohesive structure and villages have become mere units of neighbourhood in which each family protects its own individual interests, irrespective of community outlook and interests. Such a disintegrated village unit can hardly hope to meet the challenge of the forces of centralisation. The village unit remaining disintegrated, no amount of centralised protection can rehabilitate the village economy.

Such a disintegrated village unit can hardly hope to meet the challenge of the forces of centralisation. It is decentralisation, as distinct from disintegration, which can meet this challenge. A decentralised economy can neither be built by centralised protection. It would be as good as accepting centralisation to produce decentrali-



sation. Decentralised economy can only be built by integrating the disintegrated village unit.

The village as a functioning unit has to be strengthened. Division of labour and security that have been lost in families have to be provided through community organisation. Obstacles of caste systems have to be got over. Villages have to enjoy equality with towns in respect of amenities of life and opportunities for development; and to achieve this end the level of productivity has to be increased. These fundamental problems of village life require simultaneous solution; for taken piece-meal they defy solution. This integration is done best by adopting the three-fold measure of self-employment, rationalisation of manpower and minimum standard of living.

Integration at village level does not suffice. While it is necessary to consolidate and maintain the village as a unit of operation, the village by itself cannot hope to prosper in isolation. It is essential to build up the village as a structural part of a larger regional unit. In other words, the village economy has to be integrated with a co-operative regional economy. Such a regional economy works out the rational of distributing industrial processes into home, village and regional units. If such an integrated economy emerges, it will evolve a pattern of self-protected economy more than a centrally-protected one. It will be a pattern of a decentralised co-operative economy providing necessary techniques for raising productivity without detriment to the objectives of full employment and social justice.

#### **14. Occupational Pattern Incentive**

The issue of central importance in our economy is the relationship between village economy and town economy, and between the Kisan, and the artisan. Village economy is subordinated to town economy and the artisan to the Kisan resulting in an imbalance to village economy. A radical change in this relationship is called for,



consisting in the deversification of our economy on the principle of an occupational pattern based on the rational use of manpower.

Occupational pattern is generally the manner of distribution of trades and callings among the people of a given area. In a socio-economically healthy community the trades and callings are so distributed as to enable the people to produce, consume and deal in goods and services in a manner conducive to the maintenance of optimum levels of consumption and standards of living. The occupational pattern is the core of the pattern of socio economic life of a community.

The occupational pattern is distinct from the rational timetable of work, inasmuch as, while the latter deals with the apportionment of the available work period and the levels of techniques leading to intensification of work, the former deals with the distribution of activities under various sectors among the people in a manner conducive to the raising of consumption levels and living standards.

The well-laid occupational pattern with definite objectives works in five directions. First, it provides for the farmers, artisans and other members of the community full and integrated employment. In other words, the pattern is not a mere short-term arrangement to relieve unemployment and underemployment by absorbing a part of the labour force but a long-range plan to evolve a social order of decentralised co-operative economy. Secondly the pattern provides the necessary facilities for both raising the overall production and the productivity per worker. Thirdly, it designs employment so as to ensure the worker a minimum standard of living. Fourthly, it distributes work among the workers so that work will not turn into drudgery but will afford them enough cultural leisure by limiting the period of work to a reasonable duration in accordance with the capacity of men, women and children. Lastly, it eliminates the existing centralised competitive economy and paves the way for a decentralised co-operative economy. In



other words, it helps prevent the concentration of economic activity in the hands of the resourceful few who have financial resources as well as technological efficiency and facilitates decentralisation of production and distribution on co-operative basis where necessary.

Functionally the occupational pattern will take note of new economic needs and trends of today and adjust itself to the changing economic set-up. Agriculture-cum-animal husbandry will continue to engage a major portion of the working force, while cloth manufacture and other village industries absorb considerable manpower. Village services consisting of teaching, washing and hairdressing etc., constitute an important source of employment. In the present conditions of community life village services necessarily have a wider import than the traditional ones. They include education, health and sanitation. Besides these services also come into being, for instance, co-operative trade and a village service centre. These new services open up opportunities for additional employment.

### 15. Rational Time Table Incentive

The highest development of man is the central objective of social planning. The fundamental law of development is growth thorough exercise. The body, the brain, and the moral side of man should receive exercise. Development is proportion to efforts. A balanced development is possible only if the effort is divided evenly between the three planes since personality is one whole, development is composite. Development of any one of the three planes acts and reacts on the others and sustains them; while absence of development on anyone plane depress the others. The highest development of man, therefore, implies a simultaneous and balanced development on these three planes, or, in other words, of his whole personality.

But today in the villages only the body of man gets exercise and yet it does not develop for want of nutrition. The brain and mind hardly receive any attention. Practically, the whole energy of



man is spent in the severe struggle for existence as he has very little left to attend to the intellect and emotion which are the higher planes of his personality. Consequently, man's activity is reduced to drudgery while village economy has become static. The key to dynamising the village economy and developing the personality of man lies in rationalising manpower in all sectors of the village economy.

In the economic life of the village, agriculture has become a highly irrationalised occupation. Most of the farmers with their uneconomic holdings are not only under employed for a certain period of the year but they are not efficiently employed, even for the period of their so called full employment, although they remain engaged in one or the other occupation. Both their under employment and inefficient employment tell upon their productivity which is very low. If agriculture is rationalised, there will be scope for subsidiary occupations owing to seasonal character of agriculture.

Even in the sphere of domestic activities, rational use of manpower is necessary. So long as the joint family system prevailed, there was pooling of domestic activities in the family and rationalisation was more or less achieved. This system rapidly giving way, creating the need for pooling or rationalisation. The effect of the break-down of this system is to be counter-balanced by redistribution of activities and raising their scale to the village level. That is to say, certain activities performed by individual families today may be undertaken collectively through the joint management of the village community. They may include an animal-driven chakki, common bullock carts for carrying manure and other refuse from the village to the dumping pits and for other purposes, a village bakery, laundry common bath rooms, joint watching of crops and tending of cattle, etc. Such activities performed by way of village services can relieve much of the drudgery of the village and provide the necessary cultural leisure. A work centre or Parishramalaya can play a significant role in raising the occupational efficiency of villagers.



Raising activities from the family to village level is necessary not only in the interests of raising the all-round productivity but also for evolving a working time-table so as to provide cultural leisure to the working population of the village. Life in the village today is full of hardships. Much time and energy have to be wasted in getting facilities for mere existence. Good water supply which is the basis of hygienic living, is short of requirements and of poor quality involving work for longer hours in the kitchen on the part of women. When energy has to be wasted in procuring these elementary facilities, it is difficult to expect any appreciable rise in the working efficiency of the villagers. A proper time-table is, therefore, to be worked out for all the activities of the village.

Mere apportionment of available manpower among various activities of the village does not make for rationalisation. In a scheme of rationalisation, intensification of production has to be linked with enjoyment of cultural leisure. From the point of view of rational time-table of work Vinobaji has suggested six hours of work for a whole time occupation. This is because workers should not exhaust their energy in mere physical work but should spare some for intellectual and spiritual pursuits. To offset the loss to production by this reduction of manpower, absorption of higher technology has to be adopted, so that the tempo of increased production can be maintained without sacrificing cultural leisure.

#### 16. Minimum Income Incentive

Village life and economy are disintegrated by vested interests and class conflicts. The solution to situation lies in evolving a new social order in which there is no inequality of opportunities, wages and social status in respect of different kinds of service and which would be a true occupational organisation of society based on the urge of self expression and self realisation. In other words it would be a non-



competitive, classless and casteless society. This new social structure is to be evolved by a non-violent approach and built not on the basis of emotional appeal, but on the foundation of a changed social fabric and changed economic bearings.

Such bearings are provided by an expanding economy in which expansion can create more wealth and wider opportunities by pressing into service science and technology. In such an expanding economy with new equilibrium village planning seeks harmony between service and values of life through phased adoption of higher technology. This harmony can be ensured and stabilised by the provision of minimum income and minimum standard of living to all members of the Community.

The concept of a basic minimum standard of living is best defined in terms of expendable income. On the basis of annual family requirements, it has been calculated that a family of five requires on an average an annual income of about Rs. 1,200 to enjoy a standard of living, which is considered to be the minimum necessary to sustain life at a reasonable level. The vast population in rural areas do not earn even this meagre income with the result that they forgo many of the necessities of life. The appallingly low earning of the bulk of the people chiefly accounts for the inertia prevailing in the rural areas and the static condition of our economy.

To attempt to solve the problem by means of ceiling on incomes or redistribution of wealth is to encourage wrong tendencies etc. The solution consists in a positive approach of dynamic programme for raising the living conditions of the people to a standard minimum. If minimum standard is achieved for everybody, automatically the ceiling is achieved to a large extent.

In a dynamic programme, a minimum income will be facilitated by means of both provision of equal opportunities and widening of the range of opportunities. Such a programme facilitates work in three directions. First, it enable full utilisation of capacity; secondly,



it raises productivity by the aid of higher technology; and thirdly it opens scope for side industries for supplementing the income of the family. A village or regional plan based on the principle of the 'oceanic circle' provides the necessary field of operation for the worker's talent.

The impact of this programme on the village community will be beneficial. The conflicts and the severe struggle for existence in the countryside drive the talented youth of the village to towns. Youth and talent are the source of vitality to the village and the revitalising of village life implies the retention of youth in the countryside. A dynamic programme where the minimum income is guaranteed by means of new openings and higher technology will attract youth and revitalise village life.

## 17. Social Security Incentive

The main factors promoting the development of personality are education, health, work opportunities and social security. Today, several forms of insecurity affect the lives of village people. Denial of opportunities to develop faculties by education stunts the child's mental growth while denial of work opportunities drives people to take to borrowing. Lack of medical facilities undermines public health. These are a permanent source of depression and insecurity. There are other forms of insecurity such as crop failures and cattle mortality which by their frequency badly affect the economic life of the village. If the development of personality is to be provided for, it is necessary for society to free the individual from the fear of insecurity in any form. Work opportunities, education, health and removal of all forms of social insecurity provide the fields in which equality of opportunities has to be created through a social security programme.

The social security programme is thus a level which can be applied to uplift the community and to build up the real inner strength of the villagers. The programme is of great significance for main-



maintaining equality in society and developing self-confidence, directness and dignity in individuals. It represents the positive aspect of socialism in the form of society's obligations to individuals. It makes the eradication of poverty a joint responsibility of the community and lifts individuals from depression. Functionally the social security programme works in six directions – education; health; hygiene and sanitation; child welfare; guarantee of employment; and sharing of social expenditure :

a) **Education** : To provide opportunities to poor children to benefit by education, assistance is given to them in the form of books, stationery and school fees. Schools (balwadis) are opened for children also.

b) **Health** : To ensure public health a dispensary/hospital is opened under contributory health scheme. Families are enrolled as members of the scheme on a nominal fee paid in cash or kind and free medical attention and treatment are given, a small additional charge being made in cases of special treatment. The benefits include lying-in arrangements, maternity-care, doctor's visits etc.

c) **Hygiene and Sanitation** : With a view to eradicate disease and ill-health, village sanitation is improved by arranging for village sweeping and removal of garbage. Low lying and water-logged spots are filled and elevated by shramdan and drainage of water is facilitated.

d) **Child Welfare**: In addition to free education facilities, a children's park is opened and necessary facilities are provided for recreation and play.

e) **Guarantee of Employment** : The motto of the village society is "No one in the village shall remain unemployed." Any man, woman, or child, who is unemployed will be provided work for a day or part thereof at a local Parishramalaya and paid wages for his/her work, such a wage, at times being a sitting wage, i. e., a wage - higher



than what the actual output of the worker warrants.

f) **Social Expenditure** : This aspect of the programme is vital to social security. Social expenditure on ceremonies is an indispensable item of the budget of all families. With the deficit economy of agriculture and with the growing volume of underemployment, few families in the village have savings enough to meet such heavy expenditure consistent with their social prestige and position. Consequently, they borrow and borrowing intensifies inequalities in society. It is necessary to see that no one is normally obliged to incur debt either for social expenditure or even for daily living. Social expenditure can be met on individual occasions by the whole village preparing individual budgets and sharing the expenditure. This programme not only relieves most families in the village of a heavy economic burden individually, but also reduces the aggregate expenditure on these heads as there is less scope for showing off one's vanity and as the community is likely to decide upon the standard budgets of expenditure.

As the success of this social security programme depends mostly on the mobilisation of internal resources of the village, the necessary funds are obtained from every person by a system of progressive contribution according to income. Donations in cash, commodity and labour are also accepted. The farmers pay in cash or produce while the poor pay in labour. The creation of a "Community Land" in the village helps in finding considerable resources for the programme from the produce of the land.

The impact of this programme is felt in two directions; for while education and employment provide equality of opportunities for developing faculties and talent the sharing of social expenditure mitigates inequalities. This sense of social responsibility is a powerful incentive to planning to maintain village solidarity.

#### 18. Oceanic Circle Incentive

One of the favourable factors for the development of man is the



society in which he lives. The social structure should enable him to have not only a sense of security but a sense of self-direction in the management of its affairs. It cannot change the spirit of man but can be helpful to its growth by providing him opportunities of development through exercise of free will and initiative of action. As uncontrolled initiative of man leads to anti-social tendencies, a harmony or operational balance between individual good and social good should be worked by evolving a "golden mean" between individual freedom and social regulation where social regulation is kept to the minimum and man is given maximum freedom and initiative. Towards this end man's economic activities should be divided into private and public sectors. In the former, man is self-employed and enjoys the reward of his own labour; while in the latter he works as part of larger production unit and shares the benefits with the other workers. Both sectors can be non-competing.

But isolated villages are not in a position to work out such a scheme of division under the influence of outside factors. It becomes essential, therefore, to enlarge this circle of non-competing private and sector public (better termed, co-operative) sector to a large field of operation so as to make the influence of outside factors practically inoperative. This is Gandhiji's "Oceanic Circle".

The oceanic circle is a great technique for converting the static rural economy into a dynamic and expanding economy. It establishes a decentralised cooperative economy in the place of the competitive pyramid. It works out the rationale of distributing the processing of industries between home units, village units and regional units comprising the circle and brings about harmony between the interests of all three units by the mechanism of price pooling. It is possible to work out harmonious relationships between one circle and its surrounding circles. By eliminating competition the oceanic circle thus provides the greatest scope for



phased improvement of technology without detriment to the social objectives of employment and equality of opportunities.

The oceanic circle also provides wide opportunities of development for rural youths and establishes equality in living standards between town dwellers and villagers. By arranging dealings between artisans and consumers through a net-work of co-operatives it can eradicate caste prejudices attached to professions and thus facilitate mobility of labour towards a better occupational pattern of the rural economy. Finally, oceanic circles can establish a balance between centralisation and disintegration. They can protect small democracies and provide them the advantages of small communities and facilities of large population centres.

### 19. Enlightened Self-interest

While equality is basic to good society, certain inequalities are inherent in society itself. These are inequalities in talent. Some are gifted to lead others. Leadership, however, depends in quality on whether the power of the hand, the head or the heart predominates. In a primitive type of society, physical force leads while in democratic society, leadership is modified by the ability of the average man to guide himself.

In modern society, leadership does exist but generally the power of the head sways. The shrewd village leaders are generally guided by their crude self interest for personal gain or distinction but such leadership undermines village solidarity. Right leadership which can help build the new order, is that where the heart balances the head. In such leaders and their community, enlightened self interest eliminates crude self interest.

In the village economy today, the choice before the community is between crude and enlightened self-interest, for instance, in the Kisan-artisan conflict where Kisans have to make some sacrifice in the interests of the artisans and the problem of the poor where Antyodaya



provides the solution. By a positive attitude of concern, conflicts are avoided in the village. At present the talent of several village youths who have a natural craving for work for a higher purpose of life dries up for want of openings. Village Planning throws up these natural leaders and provides them opportunities to work for the enlightened self-interest of the community. These leaders respect the wisdom of the villagers and infuse enlightend self-interest in them by personal example.

## 20. Gram Raj Incentive

Every village should manage its own affairs so as to meet the essential needs of its members. It has to fulfil the obligations of providing employment opportunity to every worker of the village and to meet his primary needs for food, clothing and shelter, as also for health and education services. It has to bring about social solidarity in the village community and establish itself as a basic unit of operation within a larger regional economy so as to hold its own against disintegrating forces from outside. This is Gram Raj or the functioning of a welfare state at village level.

Gram Raj, in its content, points more to duties and responsibilities of the village community than its rights. Such a Gram Raj cannot be secured by a village community from the hands of a central authority but only by equipping itself with the capacity to discharge its obligations. The process for such equipment consists in learning by doing. That is to say, the village community has to begin thinking in terms of discharging the functions and obligations of Gram Raj. Gram Ayojan or preparation of a village plan by the village community exactly serves this purpose. It gives the community a method of arriving at a picture of its total resources, its idle resources, the gaps in its living standards and the prospects of filling in these gaps by the use of its idle resources.

An essential part of the equipment for Gram Raj is creation of local leadership. Gram Ayojan helps in this direction by providing



opportunities to the talented and aspiring souls in the village to work for the enlightened self-interest of the community. Today, the craving of the talented men for a higher purpose of life are drying up for want of openings. Gram Ayojan opens avenues for such work and trains these natural leaders mentally and emotionally in Gram Raj and satisfies their cravings for service. It also creates in the community a positive climate for collective thinking and group action for the common good in the place of existing rivalries and rifts and infuses confidence in finding a way for self-development.

## 2. METHOD OF SURVEY AND PLANNING

### Preparing The Psychology

In village planning haste is waste. It is an educational process. The technique of village survey and planning lies not so much in collecting accurate data and preparing a blue-print as in activating the people, in preparing their psychology for creative and co-operative effort. It has to develop the village 'man' to develop the village 'economy', because only a developed man can develop economy. To develop the man, it has to start a process of releasing positive forces in his life and circumstances. To-day, he is surrounded by negative forces. He has become morbid and self-centred; he suffers from caste prejudices, lacks values of self-direction and is generally conditioned by a static way of thinking and doing things. It is only a chain action of the virtuous circle which can break this vicious circle. The village 'man' has to begin aspiring



or minimum living conditions and development opportunities; he is to be seized of the method of fulfilling his aspirations: he has to forge techniques to control anti-social elements from within or dis-integrating forces from without.

Since the objective of village planning is to develop the village 'man' to develop the village 'economy' it will not do for an outside worker himself to prepare the village plan. The role of the village worker is that of an educationist. He should stimulate the village 'man' to prepare the village plan as a good teacher would stimulate his student for self-exercise. This self-exercise is all the more essential for the preparation and successful implementation of the village plan. While it is indispensable for the long term objective of developing strength and vitality of the village 'man', it is equally indispensable for the short-term objective of raising production. Success in village planning, therefore, attends only that village worker who does not set out to prepare a village plan but gets it done by the village 'man.' It is these men who are to implement the plan. It is they, therefore, who must chew to be able to digest.

## Meetings

The psychology of the village people should be prepared in five stages. At the first stage general meetings should be held to explain the approach and the objectives of village planning. At these meetings the idea of the minimum standard of living should be introduced as indicated below. It gives the annual requirements in food and other necessities for a family of five along with their estimated cost.



S. No.	Item	Standard requirements per adult equivalent unit	Value per maund (Rs.)	Amount (Rs.)	Standard requirements for a family of five in (Rs.) ‡
<b>I. Food*</b>					
a)	Cereals	4.00 Mds.	13	52.00	
b)	Pulses	0.85 „	12	10.20	
c)	Vegetables	2.90 „	5	14.50	
d)	Milk	2.90 „	20	58.00	
e)	Fruits	0.85 „	25	4.25	
f)	Oils & Fats	0.60 „	100	60.00	
g)	Sugar & Gur	0.60 „	14	8.40	
h)	Spices	—		2.65	
Sub-total (i)				210.00	890.00
<b>2. Other Items</b>					
a)	Clothing	20 sq. yds. § Rs. 1.25 per sq. yd.	—	—	125.00
b)	Health & Medicine	—	—	—	25.00
c)	Education	—	—	—	50.00
d)	Recreation & Social functions	—	—	—	50.00
e)	House repairs & Maintenance †	—	—	—	75.00
f)	Old age pension	—	—	—	50.00
Sub-total (ii)					375.00
Total					1,265.00

\* Food items valued at the rate at which the production of these items is valued in the plan.

§ A minimum of 20 sq. yds. per capita is taken as the immediate objective.

† Depreciation @ Rs. 60 per annum is calculated for the houses which have been constructed at the average cost of Rs. 120; Rs. 15 estimated to the cost of maintenance and repairs per annum.

‡ For 4.24 adult equivalent units in a family of Five.



An effort should then be made to prepare a rough estimate of the gaps between the minimum standard and the existing standard. In these meetings the method of filling the gaps through the techniques or incentives of village planning should be explained. By this time the worker will have picked up public spirited and resourceful leaders of the village, who can lead the community into the further stages of preparing and implementing the plan.

### **Training Camps**

In the second stage, a training may be organised for these selected leaders of the village community. During the course of the camp lasting for about a fortnight the approach and the objectives of village planning should be intensively discussed so that they are mentally equipped to undertake the task ahead. They should also be instructed in the proper method of conducting the survey and in filling the family and village schedules.

### **Data Collecting**

Thus equipped, the village leaders form themselves into a survey and planning committee. They first take the entire village into their confidence. This is the third stage where the psychology of the village is prepared. Against this background of confidence and understanding of the purpose most families in the villages try to give reliable information in their possession during the enquiry. Cases have not been wanting where heads of individual families have pressed for recording their data. If the general meetings succeeded in explaining to the people the purpose of survey and planning, the actual recording of family data further enlightens and stimulates individual members of the community for positive action. Although the data collected in this way may not be accurate from the statistical point of view, it is reliable because it fulfils the basic requirement of taking the people into confidence. It certainly succeeds in preparing the necessary psychology for undertaking the preparation of the village plan and even for implementing it. Before the survey people have vague ideas about



their village. After the survey they 'know themselves'.

### **Preparing The Plan**

After carrying out the survey a note should be prepared bringing out very clearly and convincingly all the problems that affect the life of the village. It should also indicate the possible lines of development. The planning committee then prepares an outline of the village plan and discusses it from various considerations. The plan thus prepared should indicate its possible impact, particularly on the occupational pattern of the village, rise in income and consumption, additional employment and the degree of self-sufficiency to be attained.

### **Approving The Plan**

The final draft prepared by the Committee is then placed before the entire village. The resources picture and the individual programmes are fully explained to the people and the plan is finalised when it is approved by them. Every individual family is also explained its role in the village plan. In fact, every family has its plan and the village plan is only a sum total of these family plans plus some items of common interest to the village as a whole. Thus a real village plan is prepared in which everybody knows what he is expected to do and what he is likely to gain. Village planning no more remains a vague idea. It assumes concrete shape, all along educating the village people.



## **PART II**

INSTRUCTIONS FOR FILLING  
IN THE SCHEDULES







# INSTRUCTIONS FOR FILLING IN THE SCHEDULES

## The Design Of Survey

Six Schedules have been prepared for the purpose of conducting a survey of a village and a region. These Schedules are as follows:

Schedule	Item
1	Village Statistics.
2	Agriculture & Animal Husbandry.
3	Industries & Services.
4	Trade.
5	Household Consumption.
6	General Information about the Region.

Schedule 1 and 6 are meant for recording information regarding certain facilities, institutions and practices prevalent in the village and in the region for which a plan will be prepared.

Schedules 2, 3, 4, & 5 are meant for collecting data from the households. Schedules 2, 3, & 4 are meant for collecting data relating to the occupation or occupations of the household.

In the case of households engaged in agriculture and animal husbandry schedule 1 will be filled up. For households which have one or more of their members engaged in an industry, craft, service or transport operations, Schedule 3 will be filled. The data regarding the trading operations of a household will be recorded in Schedule 4. Schedule 5 will be used to collect information relating to the consumption of the household.

To prepare a plan of a village all the households will be contacted for collecting information. Schedule 1 will supplement the



information collected through the house-to-house survey.

To prepare a 'Region', a sample survey will be undertaken on the basis of a random sample of a reasonable number of households. The survey will be divided into two parts (1) production and (2) consumption. For collecting data regarding production, use will be made of Schedules 2, 3 and 4. The data regarding 'consumption' of the selected households will be recorded in schedule 5. The general information about the region will be recorded in schedule 6.

## SCHEDULE I

### VILLAGE STATISTICS

Much of the information required for the preparation of the plan for the village will be collected from the survey of individual households in the village. The data obtained from the individual families will be supplemented by the information which will be recorded in the schedule I.

1. 2 and 3: The state, district and Tehsil/Taluka, in which the village is situated will be entered in their respective columns.
- 4 & 5: The name of the village will be recorded in the col. 4. Number of hamlets if any, and their names will be recorded against the item 5.
- 6 & 7: The statistics of the total area of the village and the area under village site will be obtained from the records of the village headman or Patwari.
- 8: The data regarding the village to be recorded in the schedule will be for the same period for which the information from individual households is collected.
- 9: After completing the schedule, the investigator will put his signature here.



### Table I : Distance And Communications

**Col. 2 and 3 :** The data relating to the position of the village in regard to the availability of facilities detailed in col. 2 will be recorded in this table. In the case of institutions situated in the village, a cross (x) will be put in col. 3. Otherwise the distance in miles, which the people of the village have to cover to get to the place where the facility is available, will be noted in col. 3.

**Col. 4 and 5 :** The usual road by which the people travel for going to the particular place at which the institutions or agencies noted in col. 2 are situated will be recorded in col. 4. The condition of the road such as Kachha, metalled, tarred or cement concrete road, together with the suitability of the road such as 'fair weather road,' 'all weather road' etc., will be noted in col. 4 e.g. 'Kachha fair weather road,' 'Kachha all-weather road' 'all weather metalled road' etc.

**Col.5 :** After the distance and conditions of the road which links the village with the outside world are noted, the type of conveyance available between the two places will be entered in col. 5.

It should, however, be noted that in case the agency, institution or the facility in question is available in the village in the columns 3, 4 and 5 only a cross (x) mark will be put.

After collecting the data regarding the situation of the village vis-a-vis the availability of certain facilities, the investigator will proceed to obtain detailed information regarding the institutions existing in the village.

### Table II: Educational Institutions

In this table will be recorded information regarding the educational institutions of the village. A list of the possible institutions in the village is given in col. 2. If there is any institution apart from this it should be



shown against the item 5. The information should be collected from the head of the educational institution.

**Col. 3 :** Whether the institution is for boys or girls or a mixed one will be noted in this column. If there are separate institutions for boys as well as for girls, details regarding the two should be separately given.

**Col. 4 :** Whether the institution is recognised or unrecognised by the Education Department of the state will be noted in this column.

**Col. 5 :** Whether the education is free for all or free for students upto a certain standard should be noted in this column.

**Col. 6, 7 and 8 :** Number of students from the village and from other villages who are on the roll of the school will be recorded in these columns.

**Col. 9** Total number of teachers will be noted in this column.

### **Table III: Co-operative Society**

The information relating to the Co-operative Society in the village registered under the relevant Act of the Government of the State will be recorded in this table. The information about the Society should be collected and recorded even if the society is found to be idle.

**Col. 2 and 3 :** In case there are societies over and above those listed in col. 2, their type should be specified against the item 4. The number of societies of the types described in col 2 will be noted in col. 3.

**Col. 4, 5 and 6 :** Information regarding the strength of the society will be entered in these columns.

**Col. 7 and 8 :** The paid-up share capital means the amount which the members of the society, have already paid in cash, on the shares purchased by and distributed to them by the Society. The 'reserves'



cover, the 'reserve fund' and other funds, which the society has already built up from its undistributed profits during the preceding years.

**Col. 9:** The comments of the investigator regarding the working of the society can be entered in this column.

#### **Table IV: Other Village Institutions**

**Col 2:** If there is any institution which does not fall into the categories indicated in col. 2, it should be noted at the end of those listed in this column.

**Col 3:** The number of members of the institution will be entered here.

**Col 4, 5, and 6:** The source or source from which the institution obtained the resources during the period of survey will be noted here. e. g. grant, loan from the Government, local taxes, membership fees donations etc. The amount received during the year from each of these sources will be shown in col. 5. The functions in respect of which the institutions are doing some work will be noted in col. 6.

**Col. 7:** The comments of the investigator about the working of the institutions can be recorded in this column.

#### **Table V: Hospitals, Dispensaries, Doctors etc.**

The information regarding the medical facilities available in the village will be given in this table.

**Col. 2:** A list of the types of institutions is given in this column. The information relating to these services will be noted against the appropriate items in the subsequent columns.

**Col 3, 4 & 5:** The number of medical practitioners and/or institutions in the village will be noted in these columns under a three-fold classification. The number of institutions run by the Government will be noted in col. 3, while those who obtain a part of their funds from the state will be shown in col. 4. The private practitioners and



privately-owned and managed dispensaries, maternity homes and hospital will be shown in col. 5. In col. 6 will be recorded the total of the practitioners and institutions.

**Col. 7 to 12:** The number of Doctors, Compounders, midwives etc. practising or working in the medical institutions described in col. 2 will be entered in appropriate columns. Against the item of private practitioners, the number of practitioners of the different systems of medicine will be recorded under the proper head. The information recorded in col. 7 to 12 will indicate the nature and adequacy of the medical services available in the village.

#### **Table VI: Labour In The Village**

In column 2 are listed some of the operations, e. g. ploughing, weeding, thrashing etc. and some of the modes of employment of labour, e. g., on seasonal or permanent basis are listed on col. 2. The rates of wages for the relevant period that is, daily wages, wages for a season or a year will be recorded in col. 3 and 4. The rates of wages for male and female should be given separately.

**Col 5:** The value of the payment per day or for a specified period will be noted in col. 3 and 4. In this column the investigator should record whether the payment is in cash or kind. In the case of payments in kind a brief description such as "One meal" per day worked or "two meals" per day worked or a specified part of the crops harvested as the case may be will be entered.

#### **Table VII: Soil And Climate**

The data regarding the pattern of land utilisation and production of crops will be collected from individual families. The information regarding factors affecting the production of agriculture and livestock will be recorded in Table VI and VII.



1. The average rainfall at the nearest station where it is measured should be recorded against the item 2.

2. The distance in foot at which the water is available below the surface of the land of the village will be noted here. This will throw light on the moisture content of the soil and the potentialities of the different methods of irrigation in the village.

**Col3. 4 and 5:** The area affected by problems such as waterlogging, floods and soil-erosion will be recorded against these columns.

6. The different types of soil of the village will be noted here. This along with other factors mentioned above will give an indication of the suitability of soil for different purposes.

7. The availability of grazing land for cattle has an important bearing on the conditions of livestock in the village. If any part of the collectively-owned land of the village is used as pasture, its area should be recorded against this item.

9 and 10 : The common plant and animal diseases will be noted against these columns.

### **Table VIII: Irrigation**

The information regarding the area irrigated during the year of survey will be collected from individual families. This Table is meant for collecting data regarding the importance of the different sources of irrigation.

**Col. 2, 3 and 4:** The number of tanks, wells etc. from which the water for the irrigation of the land of the village becomes available will be entered in col. 3 & 4, according as the tank or well is owned by the Government or by cultivators.

**Col 5 :** The area irrigated by water from different sources will be recorded in this column. The figure of total area irrigated as recorded in this column should be tallied with the total of the irrigated area as collected from the households.



### Table : IX Manures

The different kinds of manures such as farm-yard manure, compost manure and green manures and the fertilisers such as ammonium sulphate, Super phosphate, Urea, etc. which are used by the farmers of the village will be listed in col. 2. The quantity of manure which could become available during the year from different sources will be recorded under the appropriate heads given in col. 3 to 6.

### Table X: Idle Resources Of The Village

Information regarding resources of the households of the village will become available from the household schedules 2, 3 and 4. The data regarding the idle village resources listed in column 2 of this table will supplement the data collected from the individual families. In the village where any resources of the kind listed in col. 2 are available, a brief comment about their possible utilisation will be made in col. 3.

### Table XI : Changes In The Region

The picture of the village, which will emerge from the information collected in the household schedules and the "Village Statistics" schedule is a result of the changes which have taken place in the socio-economic life of the village. To understand and evaluate the trend of development of the village, it will be essential to take note of the changes which have taken place in the recent past. In col. 2 of the table are given some of the important items in respect of which significant changes have taken place or are being contemplated by various governmental and non-governmental agencies. A brief description of changes, if any, which have occurred in the village will be given in col. 3 against the relevant items stated in col. 2.

**I. Land Reforms :** Changes brought about by legislation or movements such as 'Bhoodan' will be recorded against this item.



2. **Technique Of Cultivation** : Changes such as 'Japanese method of paddy cultivation' adoption of the practice of 'green' manuring' will be noted here.

3. **Industry** : Changes such as introduction of new industries, revival of traditional industries, important changes in the field of organisation or technique of the industries, etc. will be noted against this item.

4. **Education** : Specific changes relating to extension of facilities for primary, secondary and higher education will be recorded in col. 3 against this item.

5 and 6 : Extension of the medical and other social services and emergence of agencies to provide such services will be noted here.

7. Changes in the attitudes towards the question of status of women, and the association of the people belonging to different castes in the functions and programmes of the village as a whole will be recorded here.

## SCHEDULE 2

### AGRICULTURE AND ANIMAL HUSBANDRY

This schedule will be filled up in the case of households engaged in farming as well as animal husbandry as principal or subsidiary sources of income.

**Identification** : Items 1 to 9 are related to identification particulars of the household which is being contacted for the purpose of obtaining information relating to its agriculture and/or animal husbandry enterprise.

3. The census number of the household is inscribed usually in bold colours near the entrance to the house. In case of difficulty in tracing the census number of any household, the relevant number can be



ascertained by looking at the numbers of the preceding and following households.

**4. Household :** The term 'household' includes the number of persons living under the same roof and having a common kitchen. Before the investigator proceeds with the collection of data he should carefully ascertain if the member of a particular family sharing the same house have set up separate kitchens. In such cases members having a common kitchen constitute separate households, even if they live under the same roof and hold their property jointly.

**6. Occupation :** Main and subsidiary occupation, if any, of the household should be entered here.

**8.** After completing the schedule the investigator should put his signature against this item.

**10.** Period covered by survey should be invariably entered against this item. While collecting data, the investigator must be careful to get information relating to a particular period to which his survey relates. For instance, when the survey is conducted in the month of August for collecting information relating to a year ending on the 31st of the preceding May, then it would be necessary to help the informant to go back to the relevant period and get from him the information relating to the period of survey, viz., the year ending in the preceding May.

### **Table I : Family Data**

In this Table will be recorded the data regarding the size of the household and the present and potential capacity to contribute to the income of the family.

**Col. 1, 2, 3 and 4.** The first three columns need no explanation. Age in completed years will be recorded in col. 4.

**Col. 5.** The standard or class up to which the different members of the household have studied should be recorded in this column against



the name of the member concerned. If a particular person can simply 'read and write' he will be recorded as 'literate'. Those who cannot even 'read and write' will be recorded as 'illiterate'.

**Col. 6:** Technical qualifications and experience as well as special skill possessed by any member should be noted here. If necessary, a brief remark should be made in col. 14.

**Col. 7, 8 and 9:** The purpose of these columns is to know the number of persons who are available for productive work and the number of persons dependent upon those who are so engaged. A person who is engaged in some productive activity and who earns sufficient to maintain himself will be recorded as an earner. In other words all those who are self-supporting will be recorded as 'earners'. A person who is engaged in some productive activity on his own or assists the principal earner in his gainful occupation but whose income or contribution is below the level required for his maintenance will be recorded as an 'earning dependent'. The rest of the members who do not participate in the productive activity of the household are 'non-earning dependents'.

In the case of an agriculturist's household, all the adult male members of the household who contributed more or less equally to the work of farming, will be treated as 'earners'. The younger ones and the women who contribute only a part of their labour for farm work of the household will be treated as earning dependents. Similarly, women who take to spinning will come in the category of earning dependents excepting of course a few engaged in Ambar Spinning throughout the year on full time basis to enable them to earn enough to become self-supporting.

All the members of the household, who do not directly contribute to the productive activities of the household nor are engaged in any productive activity on their own are to be recorded as non-earning dependents. For the purpose of classifying a person



as an 'earner' or 'earning dependent', his contribution to the household work such as care of children will not be taken into account.

### Col. 10, 11 And 12 Employment Status

**Employer :** Any person who maintains on his pay roll other person or persons to assist him in carrying on his business or profession will be classified as an 'employer'. A big land-holder who keeps permanent agricultural servant or servants, a trader who employs an accountant or clerk will be classified as Employers. However, a person employing servant or servants for household work will not be regarded as an 'employer'.

**Employee :** Any person who is employed by an employer to work on the latter's behalf for a fixed remuneration will be classified as an employee, e. g. a permanent agricultural servant, a clerk, an accountant, a teacher or Government servants etc. However those persons who offer their labour for miscellaneous work on an *ad hoc* basis e. g., the agricultural labour are not to be treated as employees. They will be recorded as 'self-employed.'

**Self-employed :** Persons who work with their own tools and who do not fall into the categories described above will be recorded as self-employed, e.g., the farmer, the artisans such as carders, weavers, oilmen, carpenters, agricultural labour etc.

**Col. 12 and 13: Occupations:** Col. 12 and 13 will be filled up only in the case of those members of the household who have been recorded as earners or earning dependents.

The work or vocation, which yields the greater part of the income of a person will be recorded as his 'main' occupation. Other occupation or occupations of the person concerned will be treated as his subsidiary occupations.

However small be the earnings of a particular member of the



household, in comparison with the aggregate income of the family it will be treated as 'main' occupation of that particular member in case he does not have another more important source of income. The women members of the family, who do not participate in other productive activities of the household and earn a comparatively modest income from spinning will be regarded as having 'spinning' as their main occupation.

**Table II : land :**

**Col. 1, 2, 3 and 4.** The land over which the household has statutory rights of possession and disposal, subject of course, to the law the land, will be entered in col. 1. Land taken on lease by the household will be entered in col. 2 and land leased out to other households will be recorded in col. 3. The total of the land owned (col.1) and of the land leased in (col.2) minus the land leased out (col.3) will be the land in possession of the household. It will be entered in col. 4.

**Col 5, 6, 7, and 8 :** The land in possession of the household as shown in col. 4 will be divided into categories as indicated in these columns. The waste land which cannot be brought under the plough will be entered in col. 5. The land which is lying waste at present but which is capable of being brought under cultivation through appropriate measures should be recorded in col. 6. The area of land on which trees are planted will be recorded in col. 7.

The cultivated area of land in the possession of the household will be entered in col. 8. The total of col. 5, 6, 7, and 8 must be tallied with the figure of land possession in col. 4.

**Col. 9 and 10 :** The cultivated area will be divided into two categories viz. Irrigated and not irrigated. Actual area of land which was irrigated during the period of survey will be recorded in col. 9 and the rest in col. 10.

**Col. 11, 12 and 13:** The cultivated land of the household will be further classified in col. 11, 12 and 13. The area of the plots on which



only one or a mixture of crops was sown during the year of the survey will be recorded as single cropped area in col. 11.

The area of land cropped twice, e.g. the land on which paddy is sown during the Khariff seasons and any of the winter crops such as gram, mutter, etc., during the Rabi season of the same agricultural year will be recorded in col. 12.

When more than two crops are taken from a particular plot or part thereof during an agricultural year the area thus cropped will be shown in col. 13.

When a family, having 5 acres of land, sows paddy during the Khariff and gram and mutter during Rabi on a 1.00 acre plot of land, the particular plot will be cropped twice and the total area under different crops will be 6.00 acres as against the 5.00 acres of land cultivated by the household. The investigator must carefully bear in his mind this implication of a particular area being cropped more than once during an agricultural year.

### **Table III: Housing**

**Col 1. and 2.** The information regarding accommodation available for residential and for cattle shed purposes should be separately recorded as indicated here.

**Col. 3, 4 and 5 :** Available space in terms of rooms and sq. ft. be recorded in these columns.

**Col. 6 :** The area attached to the houses which is or can be utilised for planting fruit trees and for growing vegetables be entered here.

**Col. 7, 8 and 9 :** The materials used in the construction of the different parts of the structure should be indicated in columns 7, 8 and 9.

### **Table IV: Livestock**

**Col. 1 and 2 :** All the heads of cattle should be individually entered in col. 2. As regards minor livestock they can be suitably grouped



and the information regarding such groups be entered in the relevant columns.

**Col. 4 and 5 :** Answer in affirmative be recorded against all the cattle who are already in use or who will be drawn into useful work upon attaining maturity. Against those who have already served their purpose and who are no longer of any service to the household an entry in negative will be made in column 5. In the column not applicable a tick mark will be made. The purpose of these columns is to know the number of useless cattle which are maintained by the household. The investigator should carefully ascertain the age of every head of cattle and record it in this column.

**Col. 6 and 7:** The number of cattle purchased and the amount spent for the purpose by the household be entered in these columns. In case the purchases are made outside the village, a note to that effect be made in the 'remarks' column !!.

**Col. 8 and 9 :** Number of Births and Deaths which have occurred during the period of survey be recorded in the relevant columns.

**Col. 10 :** In case a particular head of cattle belongs to a specified breed, the name by which it is known be entered in col. 10. In the case of unspecified locally bred cattle, the word 'local' be entered here.

#### **Table V: Implements**

**Col 1. to 4. :** All the major implements such as a tractor, cart, plough etc., possessed by the household for its agriculture and animal husbandry work should be separately listed. Minor implements costing less than Rs. 5 each be lumped together. The value of implements on the date of the survey will be shown in col. 5.

#### **Table VI: Expenses On Production**

It will help the investigator in his inquiry if he collects the data



regarding agricultural and livestock production before filling in this table. The data regarding the land owned and cultivated by the family the area under different crops, the number and variety of cattle maintained by the household should be collected first to gain an idea of the possible heads and extent of expenditure on items listed in this table.

**Seeds :** The area under different crops, and the prevalent seed rate for sowing of different crops should be carefully borne in mind while collecting data regarding expenses on this account.

The value of seeds purchased as well as used from the stock of the household, will be entered against item 4.

**Manure And Fertilisers :** The quantity and value of compost manure prepared along scientific lines should be recorded separately from the farmyard manure. The quantity of bone-meal manure as well as seeds for green manuring should also be separately accounted for. Similarly, the type and quantity of different varieties of fertilisers be separately recorded under this item.

**Irrigation :** The variety of crops and the area under them to which irrigation water supplied, the source of water supply such as masonry well, privately owned or state tube well, canal and the rates of water supply from different sources be kept in view while collecting information relating to the irrigation expenses.

**Agricultural Servants :** The value of food, clothing supplied, if any to such servants be added to cash payments and the total of payments in cash and kind to agricultural servants employed on seasonal or permanent basis be accounted for in these columns.

**Casual Labour:** The volume of labour hired for specific operations on an *ad hoc* basis will depend upon the socio-economic position of the household, the existence of agricultural servants and the size of the family. The investigator will have to carefully collect information regarding the expenditure incurred on this account and the data



supplied by the family must be weighed in the light of factors mentioned above.

**Implements :** Expenses on the repairs and maintenance of implements listed in the Table V during the period of the survey will be recorded in this column.

**Land Revenue :** The amount paid or outstanding for the period of survey be entered here.

**Item 8 :** Other recurring expenses of cultivation which have not been accounted for in the foregoing columns be lumped together and recorded against this item and the amount shown.

### **Animal Husbandry :**

**Fodder :** The question of obtaining information regarding the quantity of homegrown fodder utilised for feeding the cattle is beset with many difficulties. It can be ignored as an item of expenditure as it is an item of income from cultivation and thus the two items will cancel out each other. The quantity and value of fodder purchased alone need be recorded.

**Concentrates :** The total quantity and value of concentrates fed to the cattle be recorded against this item.

**Others :** Other recurring expenses pertaining to the upkeep and treatment ( in the case of disease ) of the livestock be shown against this item.

### **Table VII: Production And Sale (Agriculture)**

In this table will be recorded the data regarding the area under different crops, their production and sale. In the case of sale, the crops will be valued at the price realised by the household. The part of the agricultural production which the household has retained for self-con-



sumption, for exchange against goods and services will be evaluated at a price prevalent for each of the different crops at the time of harvest.

As regards fodder the quantity utilised for the household cattle, need not be entered in the Table. In the case of sale of fodder, the quantity sold and the amount realised be shown in the col. '6' and 7 respectively.

**Col. 2 :** The date regarding agricultural production and sale will be recorded under three broad sub-heads, viz., the production on (1) Farm (2) Garden and orchard and (3) Kitchen Gardens. Care should be taken to inquire about and record the production of gardens, that is, the small pieces of land adjoining the house on which fruit trees are planted and/or vegetables grown by the household.

It is a common practice in almost all parts of India to grow certain crops as mixed crops e. g. Jowar-urd-groundnut, bajra-groundnut, wheat and barley wheat and gram, wheat and sarson barley and rape etc. In such cases the data be recorded as follows:

S. No.	Item	Area in acres	Production	
			Qty. in mds.	Value in Rs.
1	2	3	4	5
1.	Jowar, }	1.5	7.5	75
	Urd }		4.5	72
2.	Bajra	3.0	12.0	180
	Groundnut		24.0	120

The 'area' will be shown as one item and the production shown separately. In the case of crops such as wheat and gram, which are kept together and consumed in that form, the production need not be recorded separately.



The investigator should take care in obtaining and recording information about the mixed crops as shown above. All possible patterns of mixture be separated and recorded in the Table.

The total of the area under different crops must invariably be tallied with the figures of the land cultivated and single, double and more than double cropped area as recorded in Col. 11, 12 and 13 of Table No. II.

### **Table VIII: Production, Consumption And Sale (livestock)**

While filling in this table, the investigator should keep in mind the data regarding the number of different heads of livestock recorded in table IV. The production as well as the disposal of milk in different forms will be accounted for in this Table. It is essential to take special care to avoid duplication here. In the columns 3 and 4 against the item 'Milk' only that part of the production of milk will be recorded which is either consumed or sold in the form of milk. The quantity of milk consumed and sold in the form of ghee, dahi and other milk products should not be shown against the item 'milk' but against the item of that particular milk product names of which appear in the column 2. The quantity and value of these milk products will be entered in col. 3 and 4 respectively.

It should be remembered by the investigator that production of milk or other milk products of cows buffaloes and other livestock has to be recorded separately.

### **Table XI: Employment**

The time devoted by a member or members of the household for the care of cattle, will be ascertained by asking regarding the time taken in feeding and milking of cattle and keeping the cattle shed clean.

However the collection of data regarding employment in



agriculture will present complicated problems and it will be difficult to arrive at estimates by inquiring about the time devoted to agricultural operations every day during different seasons. In this, it will be necessary to collect from the more intelligent cultivators of the village, the information as to the number of mandays which are required for the cultivation of one acre of land under different crops.

The calculations regarding the manpower of the household which will be absorbed in agriculture will be made on the basis of area under different crops and the requirement of labour for individual crops.

Besides the time taken by specific operations, the head or some other member of the family will be required to spend on an average about one hour a day to make necessary arrangements regarding the trade aspect. This will be added to the figure of employment calculated according to the crop-pattern of the household during the year of survey.

**Table X: Income And Expenditure From Agriculture And Animal Husbandry**

The summary of expenses and income from agriculture and animal husbandry, will be recorded here. The excess of income over expenditure or vice versa will be noted in this table.

**Table XI Income From Other Sources**

There are separate schedules for recording data relating to other occupations, viz., Industries, Services, and Trade. In case, any of the members of the household are engaged in the above mentioned activities, the relevant schedule or schedules should be made use of to record the information pertaining to the occupation. However, in case the household has income from sources other than these such as dividends from its investments, share of profit from business in which a member is a sleeping partner, commission received, remittances



sent by a member residing in some distant place, pensions, etc., the use of table No. 10 be made to record them.

### **Table XII; Finance For The Enterprise**

Only the loans obtained for the financing of agriculture and animal husbandry work will be entered here. In col. 2, the purpose for which the amount was borrowed will be entered viz. the purchase of seeds, of fertilisers, payment of land revenue or irrigation charges, setting up a well, purchase of bullocks etc. Loans obtained from Governments, Co-operatives, moneylenders, friends or relatives should be separately recorded. Conditions relating to repayment, necessity of pledging any of the assets of the households, etc. be briefly described in the col. 6.

## **INDUSTRIAL AND SERVICES**

### **SCHEDULE 3**

### **Table II : Land and Building**

The data regarding land and building utilised for the purpose of the Industry or craft by the family will be recorded in this Table.

#### **A. Land**

1. The area in sq. yds. utilised for work will be entered here.
2. If owned the value on the date of survey of land recorded above will be recorded here.
3. In case, the work is carried on land on hire the rent payable for the period of survey will be entered against this item.

#### **B. Building**

4. A brief description of the floor, walls and roof of the structure or part thereof, in which work is carried on by the household should



be given here, e. g., mud or brick flooring, mud, bamboo or brick walls, straws, palm leaves, corrugated sheets or brick Lintel roof.

5. The area in sq. yds. of the building or part thereof in which the work is carried on will be recorded against this item.

6. The value on the date of survey of the owned building or part thereof will be recorded against this item.

7 and 8. The expenditure on repairs and maintenance on the building or part thereof incurred during the year of survey will be recorded against the item 7. The expenditure of a non-recurring nature incurred for the permanent improvement or new construction will be shown against the item 8.

9. In case the building is taken on hire the rent payable for the period of the survey will be recorded here.

### **Table III: Equipment**

The data regarding implements used for the purpose of the industry or craft will be recorded in this Table.

**Col. 2:** Different implements used by the household will be listed here. All the major implements should be separately listed. Minor implements, costing less than two per cent of the total value of implements should be lumped together and their aggregate value is to be shown.

**Col. 3 and 4:** The number of implements of every description will be shown in col. 3. The present value of implements owned by the household will be recorded in this col. 4.

**Col. 5 to 8:** The number and value of implements purchased during the year by the household will be recorded in col. 5 and 6 respectively. These items of expenditure will represent capital expenditure, the benefit from the use of it will be spread over a few years.



**Col. 7 :** The expenditure on the repairs and maintenance of the equipment representing recurring expenditure will be recorded in this column. The amount spent on the purchase of accessories which are in the nature of maintenance expenses will be entered here.

**Col 8:** The rent, if any, already paid or payable for the implements taken on hire and used during the period of survey will be shown in this column.

**Col. 9 :** The name of the place from where the artisan is able to obtain the implements will be noted in this column. If available at the place of residence of the artisans, the terms 'locally available' can be used.

#### **Table IV: Details Of Draft Animal**

The information regarding draft animal used by artisans such as oilmen for the purpose of the industry will be used here.

**Col 2 :** The type of animals used such as bullocks, camel etc. will be recorded in col. 2.

**Col. 3 to 6:** The number of the animals will be noted in col. 3 and their value on the date of the survey recorded in col. 4.

The period since the first day on which the animal was pressed into actual service will be entered in col. 5.

The purpose is to get an idea of the period for which the animal has already given service. The price paid for the purchase of the animal will be noted in col. 6.

**Col. 7, 8 and 9 :** The purpose of getting information on these points is to know the loss to the household arising out of the animals remaining idle. The number of days for which it was used in the industry to which the schedule refers will be noted in col. 7 and the



number of days for which it was utilised for other work of the household will be recorded in col. 8. The idle days will be recorded in col. 9.

**Col. 10 and 11 :** The cost of fodder and concentrates fed to the cattle during the period of the survey will be recorded in these columns. The value of the fodder and concentrates purchased for the purpose will be entered in col. 10 and the value of the fodder and concentrates which are either produced or collected by the members of the household will be noted in col. 11.

**Col. 12 :** The expenditure representing hire charges, if any, paid or payable for the period under survey will be entered in col. 12.

#### **Table V: Raw Materials :**

In col. 2 will be listed the types of raw materials used by the household. It is important to list all the materials required for the industry. For instance, besides yarn, the weavers make use of different kinds of sizing material. These and such other items required for production should be recorded in this column.

**Col. 3 to 12 :** The quantity and value of the stock of raw materials on hand at the beginning of the year will be recorded in col. 3 and 4.

**Col. 5 to 10:** The raw materials received during the year will be shown in these columns according to the source from which they are received.

**Home Grown:** In this column will be recorded materials such as the yarn spun by the weavers' family, oilseeds produced by the oilmen's families and sugarcane grown by the household engaged in cane crushing and gur making.



**Purchases :** The quantity and value of the raw materials obtained by purchases during the year will be recorded in these columns.

**Received From Swavalambis :** It is a common practice in some industries such as weaving and oilpressing for the artisans to receive the materials from the consumers and return the product to them. The quantity and value of raw materials thus received will be recorded in col. 9 and 10.

**Col. 11 to 14 :** The entries regarding the materials utilised during the year will be made in col. 11 to 12 and the quantity and value of what is left on hand at the end of year of the survey will be recorded in col. 13 and 14.

#### **Table VI: Other Expenses :**

The expenses on the repairs and maintenance as well as on hire charges for land building and equipment and the expenditure on raw materials consumed during the year have been recorded in the foregoing tables. All the other expenses incurred by the household for the purpose of the industry during the year of survey should be recorded in this table.

#### **Table VII: Production:**

It is essential to give full details regarding the varieties of the products turned out by the household. In the case of weaver's household the different varieties of cloth woven, in the case of an oilman's family oils and oilcakes of different kinds produced during the year be separately recorded.

#### **Table VIII: Marketing :**

The data regarding the disposal of the products will be recorded under two broad heads: The disposal (1) inside the area and (2) outside the area. The purpose is to know the extent of demand for



the products and the forces which influence the disposal of products at different levels.

### **Disposal Within The Area**

**Col. 3 and 4 :** The entries in these columns should be tallied with those in col. 9 and 10 of table 5 relating to the raw materials received from the swavalambis.

**Col. 5 and 6 :** The quantity and value of what is sold directly to the consumers will be entered in these columns.

**Col. 7 and 8 :** The sales to or through any institution such as a co-operative of the artisans, or the Saghan Kshetra Vikas Samiti will be recorded in these columns.

**Col. 9 and 10 :** The quantity and value of the products sold to traders or to consumers through some middlemen will be recorded here.

### **Disposal Outside The Area :**

**Col. 11 to 18 :** The quantity and value of products disposed of outside the area will be entered into the appropriate columns.

### **Table IX Income From Servicing:**

In addition to his income from the production and sale of goods the artisan families derive an income by way of remuneration for the services they perform. Under this heading will come the charges for repairs, fitting of equipment, etc., carried out by the artisans for their clients. Apart from this, the income received for the processing of raw materials received from the client, e. g. the crushing of oilseeds, weaving of yarn and making of agricultural implements from out of the raw materials supplied by the clients, will also be recorded in this column.

**Col. 3 and 4 :** It is customary for the artisans to receive at the



time of harvest fixed payment in kind from their clients who are agriculturists. The value of the receipts in kind will be entered in col. 4. Cash receipts for services rendered will be shown in col. 3.

### Table X Employment

For the purpose of calculating employment in industries and crafts it will be necessary to take into account, the productivity of the implements and output during the year. If a weaver who is able to weave six sq. yds. of cloth with the assistance of one person working full time with him, weaves 1,200 sq. yds. of cloth in the year, it would mean that each of the two persons could find employment equivalent to 200 mandays or 1,600 manhours during the year of the survey. Thus, out of 300 days for which an average adult can be expected to work, both could find work for 200 days and were compelled to remain idle and seek some other work, for the rest of the period.

Similarly, the employment in ther industries will also be calculated on the basis of the productivity of the implements and output of the household during the year.

Whether the industry or the process is seasonal or perennial will be recorded against item 2 on page 1 of this schedule. The periods of busy and slack seasons, if any, can be indicated in col. 6 of this schedule.

### Table XI Expenditure And Income From The Enterprise

The Sub-totals of the expenditure on different heads of items and of the income from the production and sale of goods and from the servicing will be recorded in this table. The result of the working of the enterprise during the year, will be noted here.



## SCHEDULE 4

## TRADE

**Table II. Building**

1. Total area of land including that under roof used for the purpose of the enterprise of the household be entered here.
2. The area of land under business premises, that is, under the shop as well as godown and office, if any, be recorded against this item.
3. Present value of land and buliding shown against the items 1 and 2 be recorded here.
4. The expenditure incurred on the maintenance and repairs of the building will be shown against these items. This will not include any expenditure on permanent improvement or new construction or purchase of business premise or part thereof.
5. If the premises or any part thereof are hired, the rent payable for the year under survey will be shown against this item.

**Table III: Equipment**

A list of the equipment is given in col. 2 of the table. If in addition to these, the establishment has other equipment these may be lumped together and the data regarding these items be recorded against the item No. 7-“Others.”

**Col. 3:** In this column will be shown the number of each of the items of equipment. Against the item No. 7 relating to ‘others’, the total number of remaining items of equipment will be noted.

**Col. 4:** The present value of the equipment listed in col. 2 and 3 will be entered.

**Col. 5, 6 & 7:** The number and purchase prices of equipment, bought during the year will be entered in col. 5 and 6 respectively.



The expenditure on the repairs and maintainannce of the equipment will be recorded in col. 7.

#### **Table IV: Other Expenses**

The expenditure on the maintenance and repairs of the Building and Equipment will be shown in Tables II and III and the amount spent on the purchase of goods will be shown in Table V. The expenses, other than these, will be recorded in this Table.

**Col. 2:** Some of the more common items of "Other expenses" have been listed in this column. The rest will be grouped together and shown against the item No. 7.

1. The expenses on transport of goods by rail, trucks, bullock-carts and on horseback, etc. will be included. Also, the wages paid to labourers for the transport of goods will be included in this item.

**2 & 3 :** Expenditure on thread, *Sutli*, paper and other material for packing will be shown against the item 2. The expenses on the purchase of books of account, files, paper, ink, etc., and on postage will be recorded against the item 3.

4. Cost of storage of goods excluding, however, the rent of godown which will be recorded in the Table II should be shown here.

**5 & 6 :** Salaries of the employees, if any, will be shown against the item 5 and the interest on the money borrowed for the purpose of business in col. 6.

7. Other expenses such as rates and taxes, licence fees, money spent on business tours, etc., will be shown against this item.

#### **Table V: Merchandise Purchases**

**Col. 2 :** The major items should be separately listed and the



remaining items should be grouped together and data pertaining to them be recorded against the item 'Others' at the end of this column.

**Col. 3 :** The quantity either in weight or in numbers of the goods purchased during the year of survey will be entered in this column.

**Col. 4 :** The purchase price of goods entered in col. 2 will be shown in this column.

**Col. 5 :** The place from where the goods are purchased will be recorded here.

#### **Table VI: Merchandise Sales :**

The quantity and value of goods sold against cash as well as credit will be recorded in this table.

#### **Table VII: Expenditure and Income From Trade**

The totals of expenses incurred on various items connected with the 'business' of the household will be brought here and shown below the head of 'expenditure'. On the income side will be recorded the total amount of sales during the year. The profit or loss, as the case may be, will be recorded on the appropriate side of the table.

#### **Table VIII : Finance :**

The loans, if any, obtained for the purpose of the 'business' of the household will be recorded here. The source from which the loan or loans were obtained, e. g. from Bank, from money lender, from a friend or relative, etc., will be recorded in col. 2. The amount of the loan or loans will be entered in col. 3 and the rate of interest on the amount borrowed will be shown in col. 4 separately for the amounts obtained at different times from different sources. If there are special conditions attached, these will be recorded in col. 6.



## SCHEDULE 5

**HOUSEHOLD CONSUMPTION****Food :**

A prior knowledge of the food habits of the people, that is, the importance of particular items such as pulses, vegetables, oil and ghee in the diet, the number of times meals are taken, etc., will help the investigator materially in framing proper questions and eliciting the required information. The first point to be known is the daily requirement of the household in cereals, pulses, vegetables, oils and ghee etc. On the basis of the daily requirement of the household, the investigator will be able to elicit information regarding the consumption of different items of food during the particular period of year under the survey.

In families where the tradition of handgrinding and handpounding survives, information regarding the time taken in the work, and the quantity of grains daily ground by the women of the household, will help materially in ascertaining the daily consumption of the family. This will help the investigator to get information regarding the overall requirement of food grains of the family.

While collecting item-wise data regarding consumption, the fluctuations according to seasons should be taken into account. Such seasonal changes will be particularly marked in regard to items such as vegetables, fruits, different varieties of cereals and pulses.

In the case of agricultural families, the whole or a large part of their requirements is met from the home production. The data regarding the quantity of consumption of different items from what is produced by the household will be recorded in Col. 3 & 4. The quantity and value of different items purchased or received in exchange of goods and services will be recorded in col. 5 & 6. The information regarding the source of supply will help the investi-



gator to obtain more accurate information regarding the consumption of cereals, pulses, fruits, milk and other products.

The knowledge of the patterns of purchases will be useful in collection of data regarding quite a few items of household consumption. In regard to the items such as oil, gur, sugar, tea, pan, bidi, cigarettes, fuel, etc., some of the households buy their requirements for a one-month period or more. However, most of the households buy in bulk the requirements of a week or even shorter durations. The consumption of such items for the year will be estimated on the basis of the quantity usually obtained at a time and the period for which it lasts.

**Milk And Milk Products :** The knowledge of food habits, home production, and pattern of purchases will help the investigator materially in the collection of data regarding items of food, fuel, lighting and personal habits. For the purpose of collecting data regarding the consumption of milk and milk products, it would be essential first of all, to know the number of cows, buffaloes, goats or sheep that were in milk and the total quantity of milk yielded during the period of survey.

The households having milch cattle have well established practices or patterns of consumption. A certain part of it is retained for consumption in the liquid form, a part of it is sold and/or converted into curds and ghee. The intervals at which ghee is made and the quantity of ghee sold and the quantity retained for consumption should be ascertained and recorded.

If during any part of the period of survey all the milch cattle had gone dry, then the purchases of milk and ghee, if any, be inquired and the data recorded. In the case of families who do not have milch cattle, the quantity and value of milk purchased during different parts of the year should be ascertained and the total consumption of milk should be recorded.



## Clothing

It is essential for the investigator to acquaint himself with the usual dress put on by the men, women and children belonging to different socio-economic groups in the village. It will also help him considerably, if he equips himself with the length and width of certain items such as dhotis, saris, turban, Khes, etc., which are usually made use of by the people of the area.

Only the expenditure actually incurred during the year on the purchase of cloth or readymade garments be recorded in the Table. The cloth purchased during the preceding year but brought into use during the period of the survey should not be accounted for here. However, all the expenditure on clothing incurred during the year should be accounted for irrespective of the fact that a part of it is meant for use in the subsequent year.

For collecting detailed information regarding the expenditure on clothing, the investigator should divide the members of the family into three or four groups according to their age and sex. Then the expenditure incurred on the clothing of individual members of the group be collected. The division of members of the household into groups and inquiries of every member of the group one after the other will help the informant to recollect and provide the necessary information.

In case the investigator gets the impression, that the informant has a tendency to exaggerate expenditure, he should inquire about the durability of the different garments worn by the members of the family and ascertain the requirement of every member for a period of one year. His general knowledge and the answers to enquires will enable him to eliminate the chances of inflated figures being recorded. Against the items such as dhotis, saris, shirts, blouses, turban, khes, chaddar, etc., in the column relating to "Quantity" the figures should be in sq. yds. Only



in the case of minor items such as handkerchiefs, socks, readymade banyans etc. the number of pairs of garments purchased be entered. The Table provides for the recording of the data regarding the purchase of mill made, handloom and khadi cloth separately. Under each of these groups, the data regarding the quality of cloth purchased should be separately obtained and recorded. The cloth of 12 counts and below will be treated as coarse, that of the counts between 13 to 18 as medium and that of 16 counts and above as fine cloth.

Against the items such as pillow and quilts, the total expenditure including the expenses on cotton with which these are filled, be shown. These items will be recorded in the appropriate columns according as the cloth used is mill-made, handloom or khadi. In the column for recording the quantity, number of quilts and for pillow which the household got made during the year should be recorded.

### **Housing**

The expenditure representing normal repairs and maintenance be shown against the item of "Repairs". The expenditure incurred for the extension or improvement of house or any part thereof will be shown against the item "Improvement". If a house or any part thereof represents net addition to the total space available, then it will be treated as 'new construction.'

### **Footwear**

The pair of shoes, etc., newly bought during the year will be accounted for here.

### **Toilet**

The data regarding the expenditure on different items will be collected by inquiring about the quantity of each item purchased at a time and the period for which the given quantity lasts. On the basis



of these figures, the data regarding annual expenditure by the household on these items can be calculated.

### **Entertainment**

The expenses incurred on the visit to fairs and attendance at festivals, will be shown here. These expenses which will include the money spent on transport, lodging and boarding, recreation and minor purchases from the fairs will be recorded here, alongwith what the household or any of its members has spent on items such as dramas, cinemas, folk-dances and songs etc.

### **Education**

The expenditure by the household for the purchase of books, stationary, fees, etc. , in respect of any its members attending an educational institution, will be recorded here. In case a member of the family stays in a town or city for the purpose of his education, the expenses on his lodging, boarding, etc. , will be recorded here.

### **Medicine**

The payment to the medical practitioner for consultation as well as medicine dispensed, be shown against the appropriate item according as the practitioner is a Vaidya, Hakim, a homeopath or an allopath. If any expenses are incurred on the transport of the patient from home to the dispensary for hospital, it should be shown against the item "Others".

### **Ceremonies**

The investigator should guard against the danger of the informant indulging in exaggerations. The investigators should first of all interest the informant in giving him information regarding what is customary for a man of his socio-economic status to spend on different items according to the customs prevalent in his caste. The information regarding the actual expenditure on a particular ceremony be weighed in the light of what is customary or usual on such occasions.



## Services

In view of the customary service rendered the artisans and craftsmen are paid in kind by the village people at the time of harvest and by the rest on occasions such as Diwali. The investigator must collect information regarding the payments made in kind by the household and the value of it should be entered against the appropriate item. In addition to customary payment in cash and/or kind any adhoc cash expenditure if incurred should be added up.

In the Table regarding expenditure on clothing, only the amount expended for the purchase of cloth be shown. The expenditure incurred on getting the clothes tailored and washed should be shown against the items of tailor and washerman.

## Earthen Wares

The customary payments to the village potter who supplied the whole or a part of the requirement of earthen wares should be shown against the item "Potters" under the head of services. If any extra expenditure is incurred on the purchase of earthen ware, the same be recorded here against the appropriate item.

The expenditure on the purchase of bricks, tiles, pipes, etc., at the time of new construction of the house representing an improvement be shown in the column of "Housing" against the items- "Improvement" or "New Construction." In the column No. 5 against these items, a remark regarding the expenditure on bricks, tiles and pipes be made.

## Other Utensils

The list of the articles given here is not exhaustive. According to his observation and knowledge of the people of the area as a whole and from what the investigator has seen and recorded of the household, he should help to recollect the informant his expenses on the



purchase of other articles such as cots, chairs, tables, almirah, fountain pen, cycle, wrist watches and gramophone.

### **Fibre Products**

Ban Niwar and ropes are common utility articles in rural areas. Expenditure on these as well as on others such as Dari. Matting, Khas Tatties, purchased during the period of survey be entered here.

### **Indebtedness**

The debts incurred for the purpose of meeting the consumption needs of the household will be recorded here. The purpose, such as Birth, Death or marriage ceremony, construction or repair of the house, purchase of foodgrains, clothes etc., for which the money was borrowed will be entered in col. 2. The 'source', such as money lender, friend, etc., from whom the loan was obtained will be shown in col. 3.

If at the time of securing the loan any conditions regarding repayment of loan, etc. were stipulated, these should be shown in col. 6.

### **Births & Deaths During The Year**

Col. 3 is meant for showing the sex of the child born or the person who died during the period of the survey. In the case of death of a member of family during the year, the age of the deceased at the time of death will be recorded in col. 5.

## **SCHEDULE 6**

### **GENERAL INFORMATION ABOUT THE REGION**

Much of the information required for the preparation of the plan for the region will be collected from the survey of individual households selected according to the random sample method. The data



thus collected will be supplemented by the information which will be recorded in this schedule.

1. 2. These items refer to the geographical location of the region. The names of the State and the district will be recorded against item 1 and 2 respectively.

3 and 4. After the boundaries of the region are marked, the total number of villages will be obtained by referring to the "District Population Census" which gives a complete list of all the villages in a district. While recording the total number of villages, those villages which are depopulated should not be taken into account. The population of the region, according to the 1951 Census, will be recorded against the item 4.

5 and 6. The figures of total area and the area under cultivation will be collected from the records of the Revenue Department, which will have to be obtained from the tehsil / taluka office.

7. The data regarding the region to be recorded in this schedule will be for the same period for which the information from individual households is collected.

8. After completing the schedule, the investigator will put his signature here.

### Table II: Educational Institutions

Col 2 and 3: A list of the educational institutions is given in col. 2. If there are other educational institutions which do not fall into these categories, their description should be given against col. 5. The institutions for boys and girls and the co-educational ones should be separately shown.

Col. 4: The institution which are recognised by the Education Department of the State and those which are not, will be shown separately.



**5, 6 and 7:** The number of institutions which are financed and managed by the Government will be recorded in col. 4. The number of these institutions which receive a part of their total expenditure from the Government will be recorded in col. 6 and those which are financed and managed by private individuals or associations will be entered in col. 7.

### **Table III: Co-operative Societies**

The date to be recorded in this Table will be the same as that in Table 3 of schedule I, excepting that the information about the number of members of the Co-operative Societies in the region is not required to be furnished here.

### **Table IV: Other Institutions**

**Col. 2.** The more common and smaller institutions such as Panchayats and Gram Vikas Mandals functioning at village levels will not be included here. A list of the types of institutions is given in col. 2. Institutions which do not fall into the categories given in this column should be described against the item 4.

**Col. 3 :** The number of institutions of the types recorded in col. 2 will be shown here.

**Col. 4 :** The functions in respect of which the institutions are active will be recorded here.

### **Table V: Communications**

In respect of the first three items given in col. 2, their number will be recorded in col. 3. As regards Roads, the length of the roads of different kinds will be recorded.

### **Table VI: Trade**

**Col. 2 and 3:** The names of the centres of trade within the area will be separately given. Against the name of every centre, the names of the important items of trade will be recorded.



**Table VII: Hospital, Dispensaries, Doctors etc.**

This Table corresponds in all details to Table 5 of the Schedule I

**Table VIII: Changes In The Region**

The items, listed in col. 2 of this Table and in respect of which the information will be recorded in col. 3 are the same as those included in Table XI of schedule I.

**Table IX: Use Of Power**

The information regarding the availability of power and the fields in which it is utilised at present will be recorded in this Table.

**Col. 2:** The information regarding electricity if it is available in the region, will be recorded against the item 1. The description of other sources of power will be given against the item 2.

**Col. 3:** The activities or fields in which power is utilised will be recorded in this column.

**Col. 4 and 5 :** The charges per unit of power utilised for domestic purposes will be recorded in col. 4 and those for industrial purposes in col. 5

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## **PART III**

DRAFTING A PLAN :

I) A VILLAGE PLAN

II) A REGIONAL PLAN



# PART III

DRAFTING A PLAN  
A VILLAGE PLAN  
A REGIONAL PLAN



## DRAFTING A PLAN

### I A VILLAGE PLAN

The programme for the development of the village will be prepared in the light of the information collected in the schedules 1, 2, 3, 4 and 5. Schedule No. 5 will provide information regarding the patterns of expenditure and level of consumption of different goods and services in the village. Schedules 2, 3 and 4 will yield information regarding resources, the pattern and degree of their utilisation in the present and the employment and income of the people. The information from the individual households will be supplemented by the data collected with the help of schedule 1 which covers items such as the institutions and services which are available in the village. In addition to the information thus collected, the investigator is expected to observe the village life and make his notes.

Before the information thus collected can be made use of, it will have to be tabulated, and the data recorded in separate household schedules which will be brought together under suitable Tables.

The analysis of the data grouped under the broad heading will form the contents of the first chapter, viz., 'Social and Economic Background' of the village. Starting with the geographical situation of the village and its links with the outside world, the demographic data regarding the village people, their occupations, employment, income and level of consumption should be presented.

The data regarding the position of the village during the year of survey will be presented against the background of the impact of recent changes which have taken place in the socio-economic structure of the village. Changes such as land reform and their



impact on the life of the former landholders and tenants have a far-reaching effect not only on the economic life of the people but also on the inter group relations in the village. There is a breakdown of the equilibrium which derived support from the sub-stratum of an exploited and insecure peasantry. The import of such changes on the community life of the village should be described. Similarly, changes, if any, brought about in the attitude of the people towards the functions and status of women and the socially and economically backward classes of people should be described. In the background of the changes which have given shape to the village as it is today, the picture of the village life during the year of the survey will be presented.

The presentation of the data will be done with a view to highlight the problems and the potentialities of the development of the village. The basic issues to be analysed should point out as to how far the village at its existing level of development, is able to make use of its resources.

In this context a detailed picture of the working force, the available resources in land, livestock, equipment and the skill of the people should be given.

The number of persons working in different occupations will give an indication of the relative importance of agriculture and other occupations in the village. The number of persons dependent on agriculture and non-agricultural pursuits as main and/or subsidiary occupations will show the character of the village economy.

The implications of the relative importance of the different sectors will become clear from the analysis of each of the occupations. Besides the number of persons engaged, the analysis will give the production, employment and income from different vocations. For example the analysis of agriculture, will include data regarding the number of persons dependent on it as main or subsidiary source of income. The production, employment and income of the people



engaged in agriculture will be related to the pattern of land utilisation, technique of cultivation and availability of resources such as seeds, manure, fertilisers, irrigation etc. The position of the village in relation to these factors which affect the agricultural production and income should be set out in detail.

The examination of the different aspects of agriculture will yield a picture of the present state of development of agriculture and the measures which need be taken to expand the agricultural output and income of those engaged in it.

Similarly, the position of livestock, industries and crafts of the village should be set out to give a picture of their present position and problems.

### **Consumption**

Different items of consumption should be grouped under appropriate heads e. g. Cereals, Pulses, Vegetables, Fruits, Milk, Oil and Ghee, Sugar and Gur, Salt and Spices, meat, fish and eggs, fuel and lighting, housing, footwear, services, ceremonies etc. Wherever possible both the quantity and value of consumption should be given. The level of consumption should be compared with what is considered to be the minimum for each of these items. Thus, the level of consumption of different items of food should be compared with what is considered to be the minimum required under the nutritional standards. possible both the

The analysis of the present level of consumption will indicate the level of internal demand for goods and services which can be made available within the village. The gap between the minimum standard and the present level, will be an indication of the scope of development. If the consumption of oil in a village is 0.3 oz. per capita, it at once indicates the scope for employment in oilpressing industry, at the existing level of demand for oil. It also suggests the need for taking measures to increase the consumption of oil to the required



minimum and in the process raise the scope of employment in oilpre-ssing industry.

Similarly, the actual level of consumption and the gap between existing and required consumption standards of other items should be presented to denote the direction and size of development of different occupations in the village.

After giving the picture of the village and the highlights of the problems in the first chapter, the development programme of the village should be described in the subsequent chapters. The plan should be formulated under the following chapters. (1) programme for Agriculture and Animal Husbandry, (2) Programme for Industries and Services, (3) Other Development Programmes, (4) Resources, (5) The Impact of the Plan and (6) Future Development.

## CHAPTER II

### **Production Programme-Agriculture And Animal Husbandry**

#### **Agriculture**

At the outset, a brief statement of the objectives underlying the programme for Agriculture should be made. The possible objectives will relate to an extension of the area under cultivation through reclamation of culturable waste land, if any, general rise in the productivity of land and an emphasis on the production of important items such as vegetables, fruits, cotton and fodder in villages where the present pattern of land utilisation call for such measures.

The guiding factor of requirement of foodgrains according to the minimum consumption standard should be outlined in the beginning. The specific programmes formulated for fulfilling the objectives outlined at the outset will then follow.

According to the conditions obtaining in the village these programmes will include the following :



(1) Measures for extension of cultivation;

(2) Measures for raising productivity of land through the provision of better seeds, more of manures and fertilisers, of irrigation and adoption of better techniques and cultivation methods:

(3) Evolution of a better pattern of land utilisation.

After describing this programme, the expected crop pattern and the production of different crops should be given along with the corresponding figures for the year of survey.

This can be followed by the presentation of data regarding employment and income, which are expected under the programme in juxtaposition to those for the survey year.

### **Animal Husbandry**

The number of different heads of cattle, their contribution to the income of the village and the problems of this sector of economy will be discussed in the first chapter. In this chapter, the measures for the evolution of a rational policy regarding the livestock and increase in the production of and income from livestock will be discussed. The possible measures will include (1) the raising of production of fodder, in case there is a problem of shortage (2) improving the breed of local cattle through import of cattle of better breed and (3) if necessary, the substitution of the buffaloes by cows.

The expected targets of production of milk, ghee and wool and the contribution of the major and minor livestock to the income of the village under the programme will be given at the end of the second chapter.

## **CHAPTER III**

### **Production Programme - Industries & Services:**

The basic principles such as (1) raising the technical efficiency of the artisans and (2) the diversification of village economy, through



the introduction of new industries and occupations will be stated at the outset. Thereafter, the programme for industries and services will be described.

The programme for each of the industries and services will be separately given. The contents of the programme will be described under heads such as (1) training in better methods of production (2) provision of improved implements (3) supply of raw materials and (4) assistance for the marketing of products.

The description of the programme for the industries and services will be followed by the presentation of the data regarding the production, employment and income expected under the plan. There will be separate table for (1) production (2) employment and (3) income. A comparison of the figures for the survey year and those envisaged under the plan should be given.

## CHAPTER IV

### Other Development Programmes

The programmes for the creation and activation of institutions, mobilisation of voluntary labour, housing, health and education and for special groups such as women and children will be included in this chapter. The benefit to the village people and the employment and income of those who will be pressed into service for the implementation of the programme will also be given.

## CHAPTER V

### Resources

The cost of the programmes described in chapters 2, 3 and 4 will be given in this chapter. Under the main heads such as Agriculture, Animal, Husbandry, Industries, Health, Education, Housing, etc., the cost of different items will be separately set out.



Against the estimated total cost of each of the items, the sources from which the resources are expected to be found will be mentioned. There will be a two-fold classification of the sources viz. (1) Internal (2) From outside the village.

In the case of resources which are expected to come from within the village, the value of contribution in the form of labour will be shown separately from that in cash. As regards assistances from outside, the nature of assistance, that is whether it is a loan or a grant, will be mentioned along with the names of agencies which will provide the assistance.

After presenting in detail the cost of the different items of programme, the overall picture of the resources for the programme under its main heads, such as agriculture, animal husbandry, industries, housing, health, education, etc. will be given. The total cost of the plan and the percentage of 'local' and 'outside resources' will be given.

## CHAPTER VI

### The Impact Of The Plan

The impact of the plan on the economic, social and psychological plane will be described in this chapter. On the economic plane, the contribution of agriculture, Animal Husbandry, Industries, Services and other sources of gainful employment to the production, employment, income and consumption of the village will be set out.

The extent and significance of the rise in production, employment and income from different sources will be pointed out. The rise in the level of economic activity will be presented with special reference to (1) the increase in production (2) the measure of self-sufficiency in respect of basic needs (3) the achievement of a measure of balance between agriculture and non agricultural occupations.



The success of the plan in initiating the process of a more balanced village economy will be measured by the relative contribution of Agriculture and Animal Husbandry, industries and other occupations to the aggregate production, employment and income of the village during the year of the plan.

**Income Groups :** From the standpoint of the basic principles of the Intensive Area Scheme, the benefits to the lower groups, are as important as the general rise in production and income of the village. To evaluate the expected results of the plan, the division of families according to income groups during the year of survey and of the plan will be given. This will show the number of families which will be enabled to enjoy a minimum standard of income and also the number of lower income group households which will be lifted to higher income groups.

**Consumption:** The expected rise in the consumption of the main items such as cereals, pulses, vegetables, fruits, milk, ghee and oil and clothing over the level of consumption during the year of survey will be brought out. This will indicate the degree of progress the village is expected to achieve in the direction of providing a minimum level of consumption to all the people of the village.

The impact of the plan on social and psychological plane will be reflected in the degree to which co-operation and harmony are expected to be achieved in the realm of inter-group relations in the village. The degree of participation of people in the formulation of the plan, the programmes for which the people have shown their readiness to co-operate will provide the yardstick for measuring the psychological impact of the plan.

## CHAPTER VII

### Future Development

The progress which the village is expected to achieve in solving its problems and raising the level of income during the year of the



plan will be described in the preceeding chapters. In this chapter, the scope of development of different sectors of economy in a five-year period will be set out:

At the outset, the estimated rise in the population of the village at the current rate of growth of population and the consequent increase in the requirements of the village will be noted.

The long-term programme will cover the efforts which the village will be able to make to develop its resources. In the light of the problems discussed in the first chapter and also the results expected to be achieved in mobilising resources for development during the first year, the outlines of the five year programme will be given. The specific programmes for developing Agriculture, Livestock, Industries and special resources such as forests etc., will be presented in the light of their problems.

### **Income:**

The impact of the long-term programme on the village economy will be set out with reference to the contribution of different sectors and the prospects for lower income groups.

The relative contribution of agriculture and other sources will depend upon the local conditions relating to the type of soil, rainfall, availability of water for irrigation, raw materials for industries etc. However, the impact on the lower income groups will depend upon the contents of the development programme and the efforts the people will make in helping the poorer sections of the village community to avail of the programmes. The prospects for lower income group will thus have to be described in the light of the factors effecting their income in the present and the contents of the programme which will help them to rise their incomes.

### **Resources**

The cost of the programme which the village is expected to un-



dertake during the five year period will be shown against the programmes outlined in this chapter. The resources in labour and cash, which the village is expected to mobilise will be shown separately from those which are expected to come from outside the village.

While setting out the five year development programme, this aspect of availability of resources for the programmes will be kept in view. The availability of local resources for development work will be calculated on the basis of the expected rise in income and consumption and the percentage of the village income which will be saved and ploughed back for the development of the village economy.

## II. A REGIONAL PLAN

The programme for the development of a Region will be prepared in the light of the information collected in the Schedules 2,3,4 and 5. Schedules 2,3 and 4 will be used for collecting information regarding production, employment and income of the people engaged in the different sectors such as Agriculture and Animal Husbandry, Industries, Trade, Transport, Services, etc. of the economy. These schedules will yield information regarding the resources with the pattern and degree of their utilisation, the employment and income of the people. Schedule 5 will provide information regarding the pattern of expenditure and level of consumption of different goods and services in the region.

The data thus collected will be supplemented by general information from the records of the Revenue Department, District Gazetteer and important persons of the region. The general information will be recorded in Schedule 6.

Before the data thus collected can be made use of, it will have to be tabulated. Separate tables should be made for information relating to Agriculture, Animal Husbandry, various industries, trade, transport etc. Also, the data relating to such aspects as production, marketing, employment and income from different sources will be



separately tabulated. Similarly, separate tables will be made to show the level of consumption of different commodities and services in the region.

The draft of the regional plan should be divided into two parts: (1) in the first part, the results of the survey will be incorporated and (2) in the second part the development programmes for the region will be set out.

## **PART-I**

### **Social And Economic Background**

The data regarding the position of the region during the year of the survey will be presented in the first part, viz. 'Social and Economic Background'. Starting with the geographical location of the region and its salient physical features, the data regarding the people, their occupations, employment, income and level of consumption will be set out.

The data regarding the present position of the region will be presented in the light of recent changes which have taken place in the socio-economic life of the region. As in the case of a village plan, the impact of changes such as land reforms which have a far reaching effect on the social and economic life of the people should be described. Against the background of these changes which have significantly influenced the living conditions and attitudes of the people, the data regarding the socio-economic life of the people during the year of the survey will be presented.

Against the background of the changes, the broad outlines of the social and economic life of the people will be given. As regards the people of the area, the population and the important communities within the region will be noted.

The results of the sample of the survey in regard to the demographic data of the families surveyed, will be given. This will give an idea of the distribution of the population according to age-groups,



sex and contribution to the economic activities.

After giving the distribution of the gainfully employed persons according to occupations, the relative importance of the different sectors such as agriculture, village industries, trade, services, etc., will be given. Besides the number of persons engaged in them, the basic facts such as the items of production the commodities sold, etc., will be set out.

After setting out the data regarding production, employment income and consumption, a description of the available facilities for education, health and other social services will be given. The data regarding the educational institutions and hospitals, dispensaries and doctors will be made use of for this purpose.

After the description of the general conditions, the degree of planning consciousness and the readiness the people to formulate and implement development programmes should be described.

The programme will be gradually expanded to cover the item such as Agriculture and Animal Husbandry, Industries, Trade, Housing, Health, Education etc. It will not be possible to undertake an all-inclusive programme in the first stage. According to the conditions obtaining in the region, these items will be taken up in stages. While the first chapter will give a general description of the social and economic background of the region, detailed analysis and presentation of the programmes for different industries and services will be done in subsequent chapters.

## PART II

### The Programmes

The programmes for the region should be divided under two heads (A) Production Programmes (B) Housing and Social Services.

#### A Production Programmes:

Under the production programmes will be included the plan



for Agriculture and Animal Husbandry, Khadi and other village industries and for Marketing. All the major plans will be presented in separate chapters. The minor programmes may be presented in one chapter under the heading of 'other schemes.'

In the separate chapters dealing with the major programmes e. g. Agriculture and Animal Husbandry, Khadi, Oilpressing, Leather, etc. the data regarding the position during the year of the survey will be given. Starting with the background of the industry, production, employment, the conditions of demand for the products and the income will be given.

The position of the industries in respect of the division of processes into different units such as home unit, the medium size area unit and the regional unit and technique of production employed at various levels will be set out in details. The problems arising out of the present organisational set-up and the techniques adopted in the industry will be helpful in the preparation of the plan at the regional level.

Three aspects of each of the programmes of the region should be clearly set out. These aspects are (1) Targets (2) The requirements for the implementation of the programmes and (3) The Impact of the programme.

**1. Targets :** The targets in respect of the main and the by-products of the industry should be set out in detail.

**2. Requirements :** The requirement will be of two kinds : (i) Physical resources : Under this heading will be discussed how the required resources in trained personnel, implements and machinery and the raw materials will be obtained to implement the programme. The programme for training and for setting up the necessary agencies or organisations to undertake various aspects of the programme should be described.



After the requirements of physical resources described its financial implications will follow. The investment envisaged under the programme and the sources from which the resources are expected to come will be indicated.

### **The Impact Of The Programme**

The impact on the level of production, employment and income of the persons engaged in production as well as the organisational set-up envisaged under the programme will be described and a comparison with the position during the year of the survey will be made.

The programme, when implemented, is expected to initiate a process of development the results of which will be realised in an increasing measure in subsequent years. This will also be brought out.

### **B. Housing And Other Social Services**

#### **Housing:**

The present conditions regarding housing with reference to the types of structures commonly built and adequacy of houses will be described at the outset. The conditions regarding the availability of building materials and various types of skills required for construction work will also be set out.

In the background of the housing problems of the area the need for the programme and the type of organisation proposed to be set up will be indicated.

**Target :** The number of houses proposed to be built during the year of the plan will be given according to the categories of houses to be built. A description of each category of houses and the estimated cost per house will also be given.

#### **Requirements For The Implementation Of The Plan**

The requirements should be set out under the following heads



(1) Physical Resources (2) Organisational set-up (3) Finance.

The estimated requirements of different types of building materials will be given. The resources which can be obtained locally such as bricks, lime, timber, skilled and unskilled labour will be shown separately from materials such as cement, iron, corrugated sheets, etc. which will have to be imported.

The organisation which is proposed to be set up to mobilise the resources and help the people in implementing the programme should be described in detail. The conditions regarding membership and the type of assistance which the organisation will make available to the people should be clearly indicated.

### **Impact Of The Programme**

Besides facilitating the construction of better houses at reasonable costs, the housing programme is expected to give impetus to the economic activities in the area. The employment and income of persons who will be engaged in the manufacture of bricks and making of materials such as windows, door frames, etc., and others who will provide skilled as well as unskilled labour for house construction will be indicated.

The Housing Society or whatever the name given to the organisation, may propose to be of help to the people in two ways (1) Making available of building material and (2) Technical guidance for preparing blue-prints of houses and for supervising various aspects of the construction work.

### **Social Services**

The programmes for education, health and other services will also be presented in separate chapters. The data regarding the present position of the 'Region' in respect of these services will be first set out. The level of expenditure of the people on different services as recorded in Household Consumption Schedule and the information regarding the institutions, agencies or private individuals



offering the service will be indicated to explain the present position.

It is essential to indicate the significance of the particular service, e.g., health, to the people of the area and the efficiency with which it is being provided under the existing set-up, that is, the existing dispensaries and private practitioners of the area. In the light of the problem posed by the inadequacy of the present arrangement the need of the programme should be indicated.

### **Contents Of The Programme**

Before describing the Programme, e. g., of 'Health', the evolution of the idea of having 'Health Programme' for the region should be briefly stated. The contents of the programme such as setting up of Hospitals, Dispensaries with or without a mobile van will then be described.

It is important to note the area of operation of the scheme and the number of people who will benefit by the scheme. Another important point is the method by which it is proposed to extend the benefit of the scheme to the people of the region. In this context, the rules and regulations, if any, framed for the purpose of enrolling members will be described.

### **Finance**

It is essential to show separately the cost of each item such as, building, equipment, staff, medicine, contingency, etc. separately. This will be useful in working out the per capita expenditure on medicine as distinguished from the expenses of a fixed nature and the cost of administering the scheme.

The sources from which the resources for the implementation of the programme are expected to come will be separately shown. The donations from the public, contribution of the members of the scheme, grants from Central and or State Government, donations from agencies and Institutions will be recorded separately. The amounts received from these sources will indicate the extent to



which the 'Health Scheme' has become a 'People's Programme'.

### **Impact Of The Programme**

The regional plan will be an experiment in developing villages as integral parts of a larger structural unit. The chief objective is to create the necessary conditions for the evolution of a co-operative economy which provides equality of right and opportunity to the people of the region. The success which the plan is expected to achieve in regard to the creation of increased opportunities will be indicated in this chapter.

As a result of the implementation of the scheme, production of the selected items will increase. The comparison, wherever possible, between the production during the year of the survey and the year of the plan will indicate the measure of success expected to be achieved in mobilising the resources of the region.

As a result of the increase in production, a greater part of the requirements of the population will be met locally. Thus, the increase in production will have a bearing on the degree of self-sufficiency in respect of certain items.

2. Also, the plan will lead to an increase in productivity. This will be measured in terms of the quantity and / or value of production per unit of time during [the year of the survey and the year of the plan.

The growth of economic activity will expand to opportunities for employment. The significance of the rise in level of employment, will become clear when it is presented against the background of the problem of employment during the period preceding the year of the plan. The rise in employment will be shown separately for the different items such as agriculture, Khadi, oilpressing other industries etc.

Another significant point about the expected rise in employment is the level of wages which will be offered in different operations and processes and the classes of persons who will get the



opportunities. The significance of providing opportunities for work to the educated youth of the region should be indicated.

The rise in production and employment and the proposed improvement in the organisation and technique of the industries will lead to a rise in the income of the people. The expected rise will be shown separately for all the occupations for which programmes are framed. Overall increase in income from a particular source as well as the rise in per capita income will be set out.

The investment envisaged under the programme and expected rise in output are important especially when the plans are prepared for an underdeveloped economy which is faced with the problem of resources. The indication of the ratios of investment and output in different sectors of economy, therefore assume considerable importance.

One vital aspect of Village/Regional Planning is the mobilisation of idle and scattered local resources in material, man-power, talent, spirit of service etc. In presenting the plan, efforts should be made to indicate the extent of mobilised resources in cash, kind, labour (including Shramdan) under the programme.

The social services programme will include items such as health and education. The type of services which it is proposed to provide and the number of persons who are expected to benefit will be indicated. Psychological changes are no less important than the changes in production, employment and income. These changes are vital for initiating and thereafter, maintaining the tempo of development. These changes will be reflected in the participation of the people in the framing and implementing of the programme. The programmes for the provision of services such as health and education, mainly from out of the local resources are significant in this connection.

---



# **PART IV**

## **SCHEDULES**







# **KHADI AND VILLAGE INDUSTRIES COMMISSION**

*(Intensive Area Scheme)*

## **VILLAGE STATISTICS**

### **Schedule I**

Period of Survey :

State :

District :

Tehsil/Taluka :

Village :

Number & Name of Hamlets, if any :

Total Area :

Area under village site :

Period of Survey :

Signature of Investigator :

Date of Survey :



### I. Distance And Communications With

No.	Item	Distance	Condition of Road	Communication and Conveyance.
1	2	3	4	5

1. Nearest Metalled Road
2. Railway Station
3. Post Office
4. Telegraph Office
5. Market Town
6. Primary School
7. Middle School
8. Junior High School
9. High School
10. College/Polytechnic
11. Qualified Doctor/Midwife
12. Hospital/Dispensary
13. Veterinary Centre or Hospital



## II. Educational Institutions

S. No.	Type of Institutions	1. Boys	2. Girls	3. Mixed	Recognised-Un-recognised	Free paid	Total No. of Students From The Village	No. of Other Vil-lages	Teachers (6-7)
		1	2	3	4	5	6	7	8

1. Primary School

2. Middle School

3. Junior School

4. High School

5. Others (Specify)

## III. Co-operative Societies

S. No.	Type of Society	Number	No. of Members		Total	Paid-up share capital (in Rs.)	Reserves	Remarks
			Belonging to the vil-lage	Belonging to other villages				
1	2	3	4	5	6	7	8	9

1. Credit

2. Marketing

3. Industrial

4. Others (Specify)



### IV. Other Village Institutions

S. Item No.	Number of Members		Revenue		Functions	Remarks
			Source	Amount (in Rs.)		
1	2	3	4	5	6	7

1. Panchayat

2. Gram Vikas Mandal

3. Religious Institutions

4. Cultural Institutions

5. Recreational Institutions

6. Others (Specify)

### V. Hospitals, Dispensaries, Doctors Etc.

, Doctors Etc.												
S. Description	NUMBER					NUMBER OF PRACTISING						
No.	Govt.	Aid- ed	Pri- vate	To- tal	Doc- tors	Com- poun- der	Mid- wives & Nur- ses	Vai- dyas	Haki- ms	Heal- th vi- sitors	Others	
1	2	3	4	5	6	7	8	9	10	11	12	13

1. Maternity Homes

2. Hospitals

3. Dispensaries

4. Health Centres

5. Private Practitioners



## VI. Labour In The Village

S.No.	Item	RATE		Method of Payment
		Male	Female	
1	2	3	4	5
1.	Ploughing			
2.	Sowing			
	a.			
	b.			
	c.			
3.	Irrigation			
4.	Weeding			
5.	Harvesting			
	a.			
	b.			
	c.			
6.	Thrashing			
7.	Seasonal Agricultural Servant			
8.	Permanent Agricultural servant			
9.	Misc. Manual labour (Specify)			



## VII. Irrigation

S.No.	Source	Number		Area in Acres
		Govt. Owned	Privately owned	
1	2	3	4	5
1.	Tanks			
2.	Wells			
3.	Tube wells			
4.	Canals			
5.	Others			

## VIII. Soil And Climate

S.No.	Item
1.	Rainfall
2.	Water Table
3.	Area affected by water-logging
4.	Area affected by floods
5.	Area affected by soil erosion
6.	Type of soil
7.	Pasture if any
8.	Area under forest
9.	Common plant diseases
10.	Common animal diseases



## IX. Manure

S.No.	Item	Quantity Obtained From		
		Traders	Govt.	Co-operative Societies
1	2	3	4	5



### X. Idle Resources Of The Village

S.No.	Item	Possible Uses
1	2	3
1.	Culturable Waste land	
2.	Forest	
3.	Minerals	
4.	Others (Specify)	

### XI. Changes In The Region

S.No.	Item	Description
1	2	3
1.	Land Reforms	
2.	Technique of cultivation	
3.	Industry	
4.	Education	
5.	Medical services	
6.	Other social services	
7.	Changes in social relations and attitudes	



# **KHADI AND VILLAGE INDUSTRIES COMMISSION**

*(Intensive Area Scheme)*

## **AGRICULTURE AND ANIMAL HUSBANDRY**

### **Schedule 2**

Period of Survey :

Name of Intensive Area :

Name of the Village :

Census No. of the House :

House-hold No. :

Head of the House-hold :

Occupation :

Caste/Community :

Signature of the Investigator :

Date of Survey :



# I. Family Data

S.N.	Name of the mem-ber	Sex M/F	Age	Educa-tional Quali-fica-tions	Techni-cal qua-lifica-tions & Experi-ence	Economic Status		Employment Status		Occupation		Re-marks		
						Earning	Non-earn-ing	Em-plo-yer	Em-plo-yee	Self-em-plo-yed	Main Sub-sidia-ry			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15



## II. Land

Land own- ed	Land Lea- sed in	Land Lea- sed out	Land pos- sessed	Uncul- tivable waste	Culti- vable waste	Garden & Or- chards	Culti- vated land	Area irri- gated	Area unirri- gated	Area Single crop- ped	Area double crop- ped	More than double crop- ped	Rema- rks
1	2	3	4	5	6	7	8	9	10	11	12	13	14





### III Housing

S.No.	Item	Space		Area in Sq. Ft.	Area for kitchen gardens	Type of structure		Floor	Remarks
		No. of rooms	Verandah			Roofing	Walls		
1	2	3	4	5	6	7	8	9	10

1. Residential

2. Cattleshed



## IV. Livestock

S.No.	Item	Age	Whether in milk or any other use Yes	No.	Purchased during the Year	No.	Value(Rs.)	Births during the year	Deaths during the year	Breed	Remarks
1	2	3	4	5	6	7	8	9	10	11	



## V. Implements

S. No.	Item	No.	Value in (Rs.)	Purchases during the year (Rs.)	Remarks
1	2	3	4	5	6



## VI. Expenses On Production

S. No.	Item	Quantity	Value	Remarks
1	2	3	4	5

### Agriculture :

#### 1. Seeds

- (a) Cereals
- (b) pulses
- (c) Oilseeds
- (d) Sugarcane
- (e) Vegetables
- (f) Others

#### 2. Manure & Fertilisers

#### 3. Irrigation

#### 4. Agricultural servants

- (a) Seasonal
- (b) Annual

#### 5. Casual labour charges

#### 6. Implements repair, etc.

#### 7. Land revenue

#### 8. Other expenses

---

Sub-Total

---

### Animal Husbandry :

#### 1. Fodder

#### 2. Concentrates for cattle

#### 3. Others

---

Sub-Total

---



### VII Production & Sale (Agriculture)

S. No.	Item	Area (in acres)	Production		Sale		Remarks
			Qty.	Value	Qt.	Value	
1	2	3	4	5	6	7	8
<b>I. Farm</b>							
<b>A. KHARIFF</b>							
1.	Paddy						
2.							
3.							
4.							
5.							
6.	Fodder						
7.	Vegetables						
8.	Fruits (as mixed crop.)						
<b>B. RABI</b>							
9.							
10.							
11.							
12.							
13.							
14.							
15.							
16.	Fodder						
17.	Vegetables						
18.	Fruits (as mixed crops.)						



## Production And Sale (Contd.)

1	2	3	5	6	6	7	8
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## C. SUMMER CROPS

19. Fodder

20. Vegetables

21. Sugarcane

(fruits as  
mixed crop)

## II. Garden &amp; Orchard

22. Fruits

23. Mangoes

24. Other fruits

## III. Kitchen Garden

25. Vegetables

26. Fruits

TOTAL



**VIII. Production Consumption And Sale (Livestock)**

S.No.	Item	Production		Consumption		Sale		Remarks
		Qty.	Value	Qty.	Value	Qty.	Value	
1	2	3	4	5	6	7	8	9

**1. Cow**

Milk

Ghee

Other milk products

**2. Buffalo :**

Milk

Ghee

Other milk products

**3. Goat's Milk****4. Manure****5. Cow-Dung****6. Poultry Production :**

Eggs

Birds

**7. Pigs****8. Sheep :**

Wool

Milk

Total



**IX. Employment**

S.No.	Name of the member	Available manhours	Utilisation (in manhours)			Remarks
			Agriculture	Animal	Husban- dry	
1	2	3	4		5	6



## X. Income And Expenditure From Agriculture And Animal Husbandry

INCOME			EXPENDITURE		
S.No.	Item	Amount (in Rs.)	S.No.	Item	Amount (in Rs.)
1	2	3	4	5	6
1.	Income from Agriculture (Col. No. 5 Table No. VII)		1.	Expenses: agriculture (Sub-total (I) Table No. VI)	
2.	Income from Livestock (Col. No.4 Table VIII)		2.	Expenses: Livestock (Sub-total II Table VI)	
3.	Losses, if any		3.	Net Income	
Total			Total		



## XI. Income From Other Sources

S.No.	Item	Amount (in Rs.)	Remarks
1	2	3	4
Total			

## XII. Finance For The Enterprise

S.No.	Purpose	Source	Amount (in Rs.)	Rate of interest	Other Conditions	Remarks
1	2	3	4	5	6	7

Total



# KHADI & VILLAGE INDUSTRIES COMMISSION

( INTENSIVE AREA SCHEME )

## INDUSTRIES AND SERVICES

### Schedule 3

Period of Survey :

Name of Intensive Area :  
Name of the Village :  
Census No. of the House :  
Household No. :  
Head of the Household :  
Caste/Community :  
Name of the Industry Service :  
Subsidiary occupations :  
Whether seasonal or perennial:  
If new, number of years  
since Inception :  
Number of persons working :  
Household :  
Hired :  
Signature of the Investigator :  
Date of Survey :



## I. Family Data

[illegible]



## II. Land And Building

### A. Land :

1. Area utilised for work . . . . . Sq. Yds.
2. If owned, present value (in Rs.) . . . . .
3. Hire charges, if any (in Rs.) . . . . .

### B. Building :

4. Type of structure . . . . .
5. Area . . . . .
6. If owned present value (in Rs.) . . . . .
7. Cost of repairs and Maintenance (in Rs.) . . . . .
8. Improvement/new construction . . . . .
9. If hired, Rent (in Rs.) . . . . .

## III. Equipment

S. No.	Item	Qty.	Present Value (Rs.)	Expenditure during the year			Where available	
				Purchase		If hired charges (in Rs.)		
				Number	Value (in Rs.)			Cost of Up-keep (in Rs.)
1	2	3	4	5	6	7	8	9
1.								
2.								
3.								
4.								
5.								
6.								
7.	Others							
TOTAL		x	x					x



## IV. Details Of Draft Animal

S. No.	Item	If Owned No.	Present Value (Rs.)	Years since first use	Purchase Price (Rs.)	Animal days during the year			Cost of Up-keep		If hired charges during the year (Rs.)
						This enter prise	Other enter prise	Idle	By pur- chases (Rs.)	By home supply (Rs.)	

1	2	2	4	5	6	7	8	9	10	11	12
---	---	---	---	---	---	---	---	---	----	----	----

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TOTAL







## VII. Production

TOTAL



## VIII. Marketing

[illegible]



## IX. Income From Servicing

## EARNINGS

Remarks

In kind  
(in Rs.)In cash  
(in Rs.)

Item

S. No.

5

4

3

2

1

TOTAL



## X. Employment

S.No.	Name of members	Available man-hours	Utilisation (Manhours)		Remarks
			In Industry service	In Other Occupations.	
1	2	3	4	5	6

## XI. Expenditure &amp; Income From The Enterprise

## INCOME

## EXPENDITURE

S.No.	Item	Amount (Rs.)	S.No.	Item	Amount (Rs.)
1	2	3	4	5	6
1.	Value of Production (Table VII Col. 4)		1.	Land-hire charges (Table II. Item 3)	
2.	Income from service- ing (Table IX Col.3&4)		2.	Building: repairs etc. Hire charges (Table II Col. 7&9)	
3.	Losses - if any,		3.	Equipment: cost of up- keep-hire charges (Table III Col. 7 & 8)	
			4.	Draft Animal: Cost of upkeep-hire charges- (Table IV Col. 10, 11 & 12)	
			5.	Raw Materials: (Table V Col. 12)	
			6.	Others expenses : (Table VI Col. 3)	
			7.	Net Income	
TOTAL					



## XII. Finance

S.No.	Source	Amount (in Rs.)	Rate of Interests	Other conditions	Rmarks
1	2	3	4	5	6



# KHADI AND VILLAGE INDUSTRIES COMMISSION

( *INTENSIVE AREA SCHEME* )

## TRADE

### Schedule 4

Period of Survey:

Name of the Intensive Area :

Name of the Village :

Census No. of the House :

Household No. :

Head of the Household :

Occupation :

Caste/Community :

Signature of the Investigator :

Date of Survey :



## I. Family Data

S. No.	Name of the mem- bers	Sex	Age	Educational qualifica- ntions	Technical qualifica- ntions and experience	Economic Status			Employment Status			Occupation		Remark
						Earn- Earner	Non- earn- ing	Non- earn- ing depen- dent	Employer	Emp- loyee	self- em- ployed	Main	Subsi- diary	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15



- ### III. Equipment

S. No.	Item	Number	Value	Purchased during the year		Maintenance (in Rs.)
				Number	Value	
1	2	3	4	5	6	7
1.	Furniture					
2.	Gunny bags					
3.	Containers					
4.	Scale					
5.	Weights					
6.	Others					
TOTAL						



## IV. Other Expenses

S. No.	Item	Amount in (Rs.)	Remarks
1	2	3	4
1.	Transport		
2.	Packing		
2.	Stationary, postage etc.		
4.	Cost of storage		
5.	Salaries		
6.	Interest		
7.	Others		
TOTAL			

## V. Merchandise Purchases

S. No.	Item	Quantity	Amount in (Rs.)	Source	Remarks
1	2	3	4	5	6
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.	Others				
TOTAL					



## VI. Merchandise Sales

S. No.	Item	Qty.	Amount	Remarks
1	2	3	4	5
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.	Others			
TOTAL				



## VII. Expenditure And Income From Trade

### INCOME

### EXPENDITURE

S. No.	Item	Amount (in Rs.)	S. No.	Item	Amount (in Rs.)
1	2	3	4	5	6

1. Sales

(Table VI Col. 4)

1. Land & Building  
repairs rent (Table  
II Col. 4 & 5)

2. Equipment Repairs  
Maintenance (Table  
iii Col. 7)

3. Other Expenses  
(Table IV Col. 3)

2. Losses, if any

4. Purchases  
(Table V Col. 4)

5. Net Income

TOTAL

TOTAL



## VIII. Finance

S. No.	Source	Amount (in Rs.)	Rate of interest	Other conditions	Remarks
1	2	3	4	5	6

---

TOTAL

---



# KHADI AND VILLAGE INDUSTRIES COMMISSION

*(Intensive Area Scheme)*

## HOUSEHOLD CONSUMPTION SCHEDULE

### Schedule 5

Period of Survey :

Name of Intensive Area :

Name of the Village :

Census No. of the House :

Household No :

Head of the Household :

Occupation :

Caste/Community :

Signature of the Investigator :

Date of Survey :



## I. Consumption

S. No.	Item	Consumed out of Homestock		Received in Exchange of goods, Services and cash		Total		Remarks
		Quantity	Value in Rs.	Quantity	Value in Rs.	Qty.	Value in Rs.	
1	2	3	4	5	6	7	8	9

## A. Cereals :

1. Rice
2. Wheat
3. Bajra
4. Jowar
5. Maize
6. Barley
7. Small Millets
8. Others (Specify)

Sub-total

1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---

## B. Pulses :

9. Arhar (Tur)
10. Urd
11. Gram
12. Moong
13. Masur
14. Peas
15. Others (Specify)

Sub-total



1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---

**C. Oils :**

16. Mustard Oil  
 17. Gingeli oil (Til)  
 18. Groundnut oil  
 19. Coconut oil  
 20. Tara oil (Rape)  
 21. Vanaspati  
 22. Others (Specify)

Sub-total

1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---

**D. Vegetables :**

23. Potatoes  
 24. Sweet Potatoes  
 25. Onions  
 26. Root Vegetables  
 27. Green Leaves  
     Vegetables  
 28. Dried, Preserved  
     Vegetable

Sub-total

1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---

**E. Fruits :**

29. Banana  
 30. Mango  
 31. Papita  
 32. Melons  
 33. Others

Sub-Total



1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---

**F. Eggs, Meat, Fish :**

34. Eggs

35. Birds

36. Fish

37. Meat

Sub-Total

1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---

**G. Milk & Milk Productions :**

38. Milk ( Liquid )

39. Dahi

40. Ghee

41. Other Milk  
Products

Sub-Total

1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---

**H. Sugar & Gur :**

42. Sugar

43. Khandsari

44. Gur (Cane)

45. Gur (Others)

Sub-total



1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---

46. Salt and other spices :

47. Pickles & Sauces

**I. Beverages :**

48. Tea

49. Coffee

50. Other Beverages

Sub-total

1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---

**J. Personal Habits**

51. Pan

52. Bidi

53. Cigarettes

54. Hookah

55. Snuff

56. Others

Sub-Total

1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---

**K. Fuel & Light**

57. Coal

58. Firewood

59. Straws

60. Dungcake

61. Kerosene

62. Other lighting oil

Sub-total















---

1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---

---

**Housing :**

- 93. Repairs
- 94. Improvement
- 95. New Construction.

**Footwear :**

- 96. Boots
- 97. Sandals
- 98. Chappals
- 99. Others

**Toilet :**

- 100. Washing Soap
- 101. Toilet soap
- 102. Hair Oil
- 103. Powder
- 104. Others

**Entertainment :**

- 105. Folk dances & Songs
- 106. Cinema
- 107. Festivals

**Education :**

- 109. Books
  - 110. Stationary
  - 111. Fees
  - 112. Card Boards
  - 113. Others
-



1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---

**Medicine**

- 114. Ayurvedic
- 115. Homeopathic
- 116. Yunani
- 117. Allopathic
- 118. Others

**Fibre Products**

- 119. Ropes
- 120. Sutli
- 121. Ban
- 122. Nivar
- 123. Tatpatti
- 124. Dari
- 125. Mattings
- 126. Khas Tatties

**Earthen Wares**

- 127. Pots
- 128. Pan
- 129. Bricks
- 130. Tiles
- 131. Pipes

**Utensils**

- 132. Copper
- 133. German silver
- 134. Brass
- 135. Others



1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---

### Other Articles

- 136. Mirror
- 137. Spectacles
- 138. Umbrella
- 149. Cycle
- 140. Fountain pen
- 141. Watch/Time-piece
- 142. Gramophone
- 143. Radio
- 144. Cots
- 145. Chairs
- 146. Almirahs
- 147. Others

### Services

- 148. Carpenter
- 149. Blacksmith
- 150. Potter
- 151. Barber
- 152. Sweeper
- 153. Domestic servant
- 154. Tailor
- 155. Washerman
- 156. Purohit
- 157. Others

### Ceremonies

- 158. Birth
- 159. Death
- 160. Marriage
- 161. Others



## III. Indebtedness

S.No.	Purpose	Source	Amount in Rs.	Rate of interest	Other con- ditions	Remarks
1	2	3	4	5	6	7

## IV. Births And Deaths During The Year

S.No.	Item	Sex	Age at Death	Remarks
1	2	3	4	5

## A. Births :

- 1.
- 2.
- 3.

## B. Deaths :

- 4.
- 5.
- 6.

TOTAL
-------



# KHADI AND VILLAGE INDUSTRIES COMMISSION

*(Intensive Area Scheme)*

## GENERAL INFORMATION ABOUT THE REGION

### Schedule 6

State :

District :

No. of Villages :

Population (1951)

Total Area

Area under cultivation :

Period of Survey :

Signature of Investigator :



**I. Educational Institutions**

S. No.	Type of Institutions	1. Boys 2. Girls 3. Mixed	Recognised Un-recognised	Govt.	Aided	Private
1	2	3	4	5	6	7
1.	Primary School					
2.	Middle School					
3.	High School					
4.	College					
5.	Others					

**II. Co-operative Societies**

S. No.	Type of Society	Number	Paid-up share capital (Rs.)	Reserve	Remarks
1	2	3	4	5	6
1.	Credit				
2.	Marketing				
3.	Production				
4.	Others (Specify)				

**III. Other Institutions**

S. No.	Item	Number	Functions	Remarks
1	2	3	4	5
1.	Religious Institutions			
2.	Cultural Institutions			
3.	Recreational Institutions			
4.	Others			

**IV. Communications****V. Trade**

S. No.	Items	Details	S. No.	Name of the Centre	Important commodities
1	2	3	1	2	3
1.	Post Office (No)				
2.	Telegraph Office (No)				
3.	Railway Stations (No)				
4.	Metalled Road (Miles)				
5.	Tarred Road (Miles)				
6.	Cement Road (Miles).				



## VI. Hospitals, Dispensaries, Doctors Etc.

S. No.	Description	NUMBER OF PRACTISING										
		Govt.	Aided	Private	Total	Doctors	Compoun- ders	Mid-wives & Nurses	Vaidyas	Hakims	Health Visitors	Others
1.	2	3	4	5	6	7	8	9	10	11	12	13
1. Maternity Homes												
2. Hospitals												
3. Dispensaries												
4. Health Centres												
5. Private Practitioners												



### VI. Changes In The Region

S. No.	Item	Description
1	2	3

1. Land Reforms
2. Technique of cultivation
3. Industry
4. Education
5. Medical services
6. Other social services
7. Changes in social relations and attitudes.

### VIII. Use Of Power

S. No.	Item	Fields in which utilised at present	Changes per Unit	
			Domestic	Industrial
1	2	3	4	5
1.	Electricity			



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