Annexe 3

Carving of Enumeration Blocks

1. The Enumeration Block (EB) is the basic building Block for enumeration. The purpose of demarcating EB is to ensure coverage of all the areas in a charge without omission or duplication as also equal distribution of workload to the extent possible.

2. During the Houselisting and Housing Census, which was conducted between April to September 2010, each Charge was divided into Houselisting Blocks (HLBs). The NPR Schedule was canvassed in all the normal households found at this phase in each HLB.

3. Subsequently, at the time of Population Enumeration, i.e., February 2011, EB and sub-blocks were formed for field-work. The HLB with population upto 800 were usually kept same. Bigger HLBs having population above 800 were sub-divided into two or more Sub-Blocks depending upon the population size of the HLB. In addition, new EB and sub-block numbers were assigned to areas not covered during the 2010 phase. Most of these areas were called Special Charges, which include restricted areas like Military and para-military areas, jails, etc. The coverage of 2011 is therefore more complete than the 2010 phase.

4. Note that the HLB number has four digits starting with 0001 in each Charge. An EB/sub-block number will have 5 digits, 4 digits for the EB and the last digit for the sub-block. If there is no sub-block of a HLB, the first four digits of the EB number will be same as the corresponding HLB number.

5. 100-125 households with a population of 650-700 persons would generally constitute an EB/sub-block. The EBs carved out during the population enumeration phase of Census 2011 would be used for the Socio Economic and Caste Census also.

6. However, there may be a few cases where the Charge Officer may find locations which were not covered during the Population Enumeration phase of Census 2011. For example, a vacant plot was not covered in any EB and now a few buildings have come up in that vacant plot. For such cases, fresh enumeration blocks have to be carved out by the Charge Officer of the Tehsil/ Block/ town/ ward. The procedure for demarcating these EBs are given below:

   a. **The left out area falls inside the boundaries of an existing EB/ sub-block:** In such case, the question of providing any new EB number does not arise. If the size of the area is big and the expected workload of an enumerator seems to be large due to inclusion of this area and the households residing in the area, one more sub-block may be formed. For example, suppose a village had EB/sub-block numbers 0012-1 and 0012-2. However, it has subsequently been found that an area with a population of 200 within the village has been left out during the PE in the village. Then, form a new EB/sub-block 0012-3 to cover this area.

   b. **The left out area does not fall inside the boundaries of any EB/sub-block:** This is a rare case. However, if found, a new EB number is to be allotted such that
the number is in continuation of the highest EB number given inside the Charge. For example, an entire village has been left out during the Population Enumeration. The EB numbers were 0001-1 to 0245-1. Now, the EB number of this left out village will be 0246-, 0247-, etc. depending on the population of the village. Care should be taken to show the newly created EB No.s 246, 247, etc. properly in the Charge Map, Charge register, both the Supervisory Booklets and Supervisory Circle Maps.

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