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Ministry of Home Affairs  
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No. Q-27001/IV/2009-Pb/

Dated: .1.2010

## **CENSUS-2011 – CIRCULAR NO. 2**

- Sub:**
- 1. Updating of Jurisdictional Frame**
  - 2. Finalisation of Rural-Urban Frame**

### **INTRODUCTION**

#### **Updating of Jurisdictional Frame**

As you know, the Population Census is a decadal exercise which aims to enumerate all the individuals without any omission or duplication. You would also be aware that several changes take place in the boundaries of the administrative units after the previous Census. Therefore, the first and the foremost aim in planning for the Census is to update the jurisdictional frame by taking into account all the jurisdictional changes which may have occurred at district, tahsil, town and village level in the State after the last Census. This is achieved by obtaining the list of districts, tahsils, towns, villages, etc from the departments of Local Bodies/Revenue along with gazette notifications vide which these changes were affected.

#### **1. Finalisation of Rural-Urban Frame**

##### **1.1 Rural Frame**

2.1 For the purpose of rural frame, updated lists received from the respective Tahsildars after affecting changes notified by the State Government were examined at our end by comparing them with the records of the previous Census. Two copies of the lists, so finalised, were sent to the Tahsildars with the request that one copy duly authenticated

after proper verification may be sent to Census Directorate by January 15<sup>th</sup>, 2010, Punjab and the second copy was to be retained by them for their use in planning for the Census, 2011. **The certified copy of these lists is still awaited from 44 Tahsildars.** Deputy Commissioners may please ensure to send the same without any further delay. ***This list shall constitute the rural frame for respective districts.***

## **1.2 Urban Frame**

For conducting the Census, the urban areas are precisely demarcated/defined. These urban areas may have statutory or non-statutory status. The definition of the urban areas adopted for 2001 Census has been retained for 2011 Census as well, which is as follows;

- a) all places with municipality, Corporation, Cantonment Board or Notified Town Area Committee, etc. ;
- b) all other places which satisfy the following criteria: (Census Town – Non Statutory).
  - i) A minimum population of 5,000 ;
  - ii) At least 75 per cent of the male working population engaged in non-agricultural pursuits; and
  - iii) A density of population of at least 400 per sq. km. (1000 per sq. mile).

### **Statutory Towns**

All areas such as Municipality, Corporation, Municipal Council, Nagar Panchayat, Cantonment Board, etc., statutorily notified under Municipal Act by the State Government fall under this category. As per the information received from the State Government, *there are 142 towns in the state with statutory status, (5 Municipal Corporations, 97 Municipal Councils, 37 Nagar Panchayats and 3 Cantonment Boards.)*

### **Census Towns (Non-Statutory)**

Non-statutory towns basically include Census Towns, which are formed for the purpose of Census by taking into consideration the criteria as listed under ‘(b)’ above. For the 2011 Census, 74 villages in the State are being treated as Census towns.

***As per the urban frame finalised for 2011 Census, there are 216 towns in the Punjab out of which 142 have Statutory status and 74 are Census (non-statutory) towns. District-wise details of these towns alongwith their status is given in Annexure - I.***

### **Urban Out-growth (OG)**

Urban Out-Growths (OGs) are continuous urban spread which are linked to a town but is outside the statutory jurisdiction of the concerned town and do not qualify to be treated as an urban unit/town. However, considering their urban features in terms of

infrastructure and amenities etc., they deserve to be clubbed with a town as a continuous urban spread. List of OGs is being sent separately.

### **Urban Agglomerations**

The concept of Urban Agglomeration (UAs) was introduced in the 1971 Census and has remained in operation for the subsequent Censuses of 1981, 1991 and 2001. The Government of India has decided to retain it for 2011 Census also.

- (A) 'Urban Agglomeration' is a continuous urban spread consisting of a town and its adjoining out - growth or two or more physically contiguous towns with or without any adjoining out - growth of towns.
- (B) An Urban Agglomeration can be formed in the following three different situations:-
  - i ) a city or town with one or more contiguous out - growths;
  - ii ) two or more adjoining towns with/without their out-growths; and
  - iii ) a city and one or more adjoining towns with/without their out-growths all of which form a continuous spread.
- (C) The Urban Agglomerations of 2001 whose out - growths have not merged with the core town after 2001 Census have been retained or treated as Census Town. However, for 2011 Census, formation of any additional Urban Agglomeration has also been limited to, from amongst towns having a population of at least 20,000 as per 2001 Census. *The finalisation of Urban Agglomerations in the state is under process. The list of Urban Agglomerations adopted for 2011 Census in the State will be sent shortly.*

### **1.3 Formation of Houselisting Blocks by taking into account Panchayat jurisdiction**

With the Constitution (73<sup>rd</sup> amendment) Act,1992 it has become necessary for the Census organization to provide population data based on the territorial area of a 'panchayat'. As such, while forming Houselisting Blocks (HLBs), the Charge Officers are required to take care that the HLBs do not cut across the Panchayat boundary so that it is possible to make available Panchayat level data.

As you are aware, a 'panchayat' may consist of;

- i) one complete villages,

- ii) two or more complete villages, etc.
- iii) a complete village having more than one Panchayat

Demarcation of HLBs in situation described under (i) and (ii) above does not pose any problem. However, for demarcating HLBs in situations stated under (iii) it is essential to have the approximate population of each Panchayat and map showing boundary of each Panchayat. Please ensure that the requisite details are provided to you by the BDOs who are also Assistant Charge Officers.

### **Summary/Action Points**

- i) Ensure that no jurisdictional changes are made in rural or urban frame after 31.12.2009 till completion of Census Operations, 2011. (Please refer to para 7.1 of Circular No. 1).
- ii) Bring to the notice of this office any change in the jurisdictional boundaries, whether in rural or in urban areas, upto 31.12.2009, alongwith specific boundary units of the new or altered unit (if not done already).
- iii) Send list of villages, duly verified and certified, as referred to in para 1.1 above to this office immediately for finalization of rural frame..
- iv) Send approximate population of each Panchayat and map showing boundary of each Panchayat as referred to in para 3.2. (iii) above to this office by 31 st January, 2010.
- v) Bring to the notice of this office any discrepancy as noticed in the field in jurisdiction/character of any territorial entity referred to above with full details.

(Seema Jain, IAS)

Director, Census Operations, Punjab

(Chief Principal Census Officer)

No. Q-27001/IV/2002-Pb

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Copy forwarded to the following with the request to go through the contents of the circular meticulously and to ensure timely action:-

1. All the Deputy Commissioners/Commissioners of Municipal Corporation (Principal Census Officers)
2. All the Additional Deputy Commissioners in the State (District Census Officers)
3. All the Deputy Economic and Statistical Advisors in the State (Additional District Census Officer)
4. The Assistant Commissioners of Municipal Corporations (City Census Officers)
5. All the Sub-Divisional Magistrates (civil)(Sub-Divisional Census Officers)
6. All the Executive Officers of Municipal Councils/Nagar Panchayats/Cantonment Boards in the State (Town Census Officers)
7. All Tahsildars in the State (Charge Census Officers)

(Bhagirath Singh)  
Assistant Director

No. Q-27001/IV/2002-Pb

Dated:

Copy for information and necessary action to :-

1. The Chief Secretary to Government of Punjab
2. The Financial Commissioner (Revenue), Punjab, Chandigarh.
3. The Financial Commissioner (Rural Development and Panchayats), Punjab, Chandigarh.
4. The Principal Secretary, Local Government, Punjab, Chandigarh.
5. The Principal Secretary, School Education, Punjab, Chandigarh.
6. The Principal Secretary, Planning, Punjab, Chandigarh.
7. The Principal Secretary, Home, Punjab, Chandigarh.
8. The Principal Secretary, Information and Public Relations, Punjab, Chandigarh.
9. All the Divisional Commissioners in the State.
10. The Director, Local Government, Punjab, Chandigarh.
11. The Director, Public Instructions (Secondary), Punjab, Chandigarh.
12. The Director, Public Instructions (Elementary), Punjab, Chandigarh.
13. The Director, (Rural Development and Panchayats), Punjab, S.A.S. Nagar (Mohali).

(Bhagirath Singh)  
Assistant Director

No. Q-27001/IV/2002-Pb

Dated:

Copy for information to :-

1. The Registrar General & Census Commissioner of India, 2/A, Mansingh Road, New Delhi
2. All the Directors of Census Operations in the States/Union Territories

(Bhagirath Singh)  
Assistant Director

