

Census Calendar
Activities for Houselisting Operation

1st May to 15th June 2020

Sr.no	Census Work	Action by	Target date for completion
Feburary-2020			
1	Finalization of list of Enumerators & Supervisors	Charge Officers	17-02-2020
2	Appointment of temporary technical assistants for Districts and Charges	Principal Census Officer	17-02-2020
3	Training of Charge Officers at District level	Principal Census Officer in coordination with DCO	17-02-2020 to 28-02-2020
4	Data entry of Field Trainers on CMMS Portal	Principal Census Officer	20-02-2020
5	Creation of batches of field trainers	Principal Census Officer	22-02-2020
6	Data entry of Supervisors and Enumerators on CMMS portal	Charge Officers	27-02-2020
7	Carving out blocks for HLO and marking of slum/SRS Ebs in the Charge Registers	Charge Officers	29-02-2020
8	Report on progress of House numbering As per FCR directives dated 28 th January, 2020	Charge Officers	29-02-2020
March-2020			
1	Refresher Training of MTs	DCO (HIPA Gurugram)	02-03-2020
2	Creation of training batches for Enumerators & Supervisors	Charge Officers	12-03-2020
3	Training of Field Trainers at District level	Principal Census Officer (Training to be imparted by MTs of Districts)	16-03-2020 to 20-03-2020 & 24-03-2020 to 28-03-2020
4	Coordination with postal authorities for delivery of HLO/NPR material at Charge level	Principal Census Officer in coordination with DCO	27-03-2020
5	Issuance of appointment letters/Identity cards to Enumerators/Supervisors along with Training Schedules and venue of Training (Generated through CMMS Portal)	Charge Officers	27-03-2020
6	Report on completion of House numbering	Charge Officers	31-03-2020
April-2020			
1	Training of Enumerators and Supervisors & Distribution of material	Charge Officers	06-04-2020 to 18-04-2020
2	Appeal by State Government for Public Cooperation during Census Operations	Nodal Officer Census	27-04-2020
May-2020 to June-2020			
1	Supervision of field work by Divisional/Principal Census Officer/Charge Officers as per Check list	Principal Census Officer & Charge Officers	01-05-2020 to 15-06-2020
2	Collection of filled-up Houselisting/NPR Schedules from Supervisors, if any	Charge Officers	16-06-2020
3	Despatch of filled up Schedules to Census Directorate	Charge Officers	25-06-2020