



MOST IMMEDIATE



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भारत सरकार/Government of India

गृह मंत्रालय/Ministry of Home Affairs

भारत के महारजिस्ट्रार एवं जनगणना आयुक्त का कार्यालय
Office of the Registrar General of India & Census Commissioner
प्रशिक्षण प्रभाग/Training Division

Date: 09 September, 2026

CENSUS OF INDIA 2027 - CIRCULAR No. 27

Subject: Training of Census Functionaries for Census 2027 Phase II (Population Enumeration)

On successful completion of the training of Census functionaries for the Phase I of Census 2027 (Houselisting and Housing Census - HLO), the focus now transitions to training for the Phase II (Population Enumeration -PE). Population Enumeration involves the collection of detailed information about demographic, socio-cultural, economic and other characteristics of every individual from each household in the country. Census 2027 is not merely an Administrative and Statistical exercise; it is one of the empirical foundations for building *Viksit Bharat*. The accuracy, completeness, and integrity of Phase II data will depend directly on the quality of training imparted to the vast workforce of Census functionaries - around 34 lakh Enumerators and Supervisors - who will carry out the enumeration. Training is therefore not just a preparatory step; it is in itself a contribution to the national vision in producing quality data.

2. Phase I training established the foundation of a trained, digitally proficient Census workforce, anchored in the spirit of *Seva Bhav* - the solemn commitment of every Census functionary to serve every household with courtesy, neutrality, and dedication. Phase II carries this spirit forward and deepens it further. Population enumeration, therefore, must produce a complete and accurate account of who those

people are, where they live, what work they do, and what they need. This is what Phase II delivers, and this is why Phase II training matters as much as Phase I, and in some respects more: the questions are more numerous, more sensitive, and more consequential; the margin for error is narrower. Population Enumeration requires Enumerators to engage with respondents on a wider and more sensitive range of questions covering religion, language, caste, disability, migration, economic activity and fertility, among others.

3. The dynamics of Phase II demand not only technical proficiency but also the quality of human engagement that earns the trust of every respondent. To give operational expression to this expectation, a structured household interaction framework - *PRAMAN* (*Pehchaan* (Identity), *Rishta* (Rapport), *Anurodh* (Request), *Madad* (Assistance), *Aankada Shuddhata* (Data Accuracy), *Nishtha* (Commitment)) - has been developed for Census 2027 Phase II. *PRAMAN* shall be embedded into the training of Enumerators and Supervisors through every level of the training cascade and shall be reinforced through the renewed *Seva Bhav* pledge to be administered by Charge Officers at the conclusion of E&S training.

4. The training cascade for Phase II shall follow the same structure established for Phase I under “Census of India 2027- Circular No. 9” dated 30th January 2026. All provisions of that Circular relating to the cascade model, trainer roles and responsibilities, CMMS management, attendance recording, batch creation and monitoring shall apply *mutatis mutandis* for Phase II, except where specifically modified by this Circular or by subsequent detailed guidelines to be issued by the Office of Registrar General & Census Commissioner of India (ORGI) or Directorate of Census Operations (DCO) in the concerned States/UTs. The summary of the training cascade is outlined below:

Level	Functionary	Trained by	Primary Role
Level 1	Subject Matter Experts (SME)	-	Training of National Trainers and developing curriculum and training material
Level 2	National Trainers (NTs)	SME	Training of Master Trainers
Level 3	Master Trainers (MTs)	NT	Training of Field Trainers

Level 4	Field Trainers (FTs)	MT	Training of Enumerators & Supervisors
Level 5	Enumerators & Supervisors (E&S)	FT	Conduct Population Enumeration

5. Training Timelines

- In the UT of Ladakh and the snow-bound non-synchronous areas of UT of Jammu & Kashmir and the States of Himachal Pradesh and Uttarakhand, the reference date for Population Enumeration is 1st October 2026. Necessary guidelines dated 30.07.2026 have already been issued for completion of training in a time-bound manner.
- For the States of Goa, Punjab, Uttar Pradesh & Uttarakhand (other than snow-bound areas), the reference date for Population Enumeration is 5th January 2027. In these States, training of all Census functionaries needs to be completed sufficiently in advance. Accordingly, guidelines dated 29.08.2026 have already been issued for completion of training in these States. Training activities will be undertaken as per the schedule given here under:

Training Schedule in Goa, Punjab, Uttar Pradesh & Uttarakhand with Census Reference date 5th January 2027

Category	Duration	Location	Indicative Timeline
State/Division Level Officers & Principal Census Officers Conference	1 day	State HQ	2 nd Week of September 2026
District/Sub-Divisional/Charge/City Census Officers Training	2 days	District HQ	2 nd & 3 rd Week of September 2026
Technical Assistants/Charge Clerk at State/District/Charge level	2 days	District HQ	2 nd & 3 rd Week of September 2026
Master Trainers	4 days	ATI/State Training Institutes/DCO HQ	3 rd & 4 th Week of September 2026
Field Trainers	3 days	District HQ	2 nd and 3 rd Week of October 2026
Enumerators and Supervisors	3 days	Charge HQ	1 st to 3 rd week of November 2026

- In all remaining States/UTs and areas where the Population Enumeration will be conducted with reference date as 1st March, 2027, training activities will be undertaken as per the schedule given here under:

Training Schedule for States/UTs with Census Reference date 1st March 2027

Category	Duration	Location	Indicative Timeline
State/Division Level Officers & Principal Census Officers Conference	1 day	State/UT HQ	2 nd – 3 rd Week of October 2026
District/Sub-Divisional/Charge/City Census Officers Training	2 days	District HQ	2 nd & 3 rd week of October 2026
Technical Assistants/Charge Clerk at State/District/Charge level	2 days	District HQ	2 nd & 3 rd week of October 2026
Master Trainers	4 days	ATI/State Training Institutes/DCO HQ	2 nd and 3 rd week of November 2026
Field Trainers	3 days	District HQ	1 st and 2 nd week of December 2026
Enumerators and Supervisors	3 days	Charge HQ	4 th week of December 2026 to 2 nd week of January 2027 (21 st December 2026 to 15 th January 2027)

- d) National Trainers drawn from DCOs are being trained by ORGI HQ. Training of other DCO Officials will also be completed by respective DCOs prior to the beginning of training of other Census functionaries.
- e) Training of all Census functionaries including regular and reserve Enumerators and Supervisors shall be completed within the scheduled timeline so that sufficient time is available for revision, final preparedness, and deployment before the commencement of Population Enumeration.
- f) A pair of two Master Trainers will normally conduct two batches of Field Trainer training. A pair of two Field Trainers will normally conduct four batches of Enumerator and Supervisor training. This needs to be followed to ensure **effective utilization of allotted Trainers**.

- g) Detailed training guidelines with session plans, and other details will be communicated after the issuance of this circular, wherever it is yet to be issued.

6. General Training Norms

- a) Standard training norms for Phase II are as follows:

Trainee Category	Batch Size	Trainees per Batch	Venue	Trainer	Responsibility
Master Trainers (MT)	30-35 (max 40)	2	State HQ / ATI/DCO	NT	DCOs
Field Trainers (FT)	30-35 (max 40)	2	District HQ	MT	PCO
Enumerators & Supervisors (E&S)	40-45 (max 50)	2	Charge HQ	FT	Charge Officer
District/Sub-Div/Charge/City Census Officers	30-35	2	District HQ	DCO Officers	PCO
Technical Assistants/Charge Clerks	30-35	2	District HQ	DCO Officers	PCO

- b) Strict adherence to the prescribed batch size limits is essential for maintaining training quality and effective participant engagement. A batch that exceeds the prescribed ceiling impairs the trainer's ability to manage sessions, reduces opportunities for individual interaction and doubt clarification, and dilutes the hands-on App practice component - which is of particular importance in Phase II, given the length and complexity of the Population Enumeration Schedule. Accordingly, the batch size for Enumerators and Supervisors shall not exceed **50** under any circumstances, and the standard of **40 to 45** shall be the norm. For all trainer categories, the ceiling of **40** per batch must be strictly observed. Where the number of eligible trainees exceeds the prescribed ceiling, additional batches shall be created.
- c) Creation of unnecessarily small batches shall equally be avoided; where a Charge has too few trainees to form a viable batch, the Principal Census Officer may

combine trainees from adjoining Charges, subject to the overall ceiling. A similar procedure for training of Trainers is also to be followed.

7. Key Training Considerations for Phase II

- a) Master Trainers shall be drawn from DCOs and State/UT Governments while Field Trainers shall be drawn from State/UT Governments as was done in Phase I, giving due attention to comfort with Census work, ability to communicate clearly, and proficiency in the relevant local language. Continued engagement of Phase I trainers is encouraged for continuity, wherever feasible.
- b) The PE Schedule is considerably longer and more complex than HLO. Training shall place special emphasis on sensitive and complex question categories - covering religion, mother tongue, scheduled caste and scheduled tribe status, caste, disability, migration, fertility, and economic activity - with particular attention to appropriate probing techniques and the correct application of category codes.
- c) Sensitization on gender, caste, fertility and religion-related questions shall be integrated into E&S training, with emphasis on respectful interaction, accurate recording, and strict avoidance of assumptions or bias.
- d) Self-Enumeration (SE) shall continue for Phase II. Enumerators and Supervisors will be trained on the updated SE validation workflow for the PE - including accessing, editing and accepting SE data in the PE Mobile App. Therefore, they may be encouraged to do self-enumeration of their own households to get better acquainted with questions through the SE Portal.
- e) Hands-on practice with the PE Mobile App is mandatory for all Enumerators and Supervisors. Field Trainers must ensure that trainees are fully conversant with App use before the conclusion of training. Necessary arrangements are required to be made available for this.
- f) The Charge Officer shall administer the updated *Seva Bhaav* Pledge - revised for Phase II - to all Enumerators and Supervisors on the final day of training. The model pledges for Enumerators and Supervisors shall be issued separately along with detailed E&S training guidelines.

- g) Venue selection criteria remain same as prescribed in para 17 of Circular No. 9. Venues must have adequate seating, projector arrangements, internet connectivity for App demonstrations, and separate toilet facilities. Facilities to play Training videos must be there in Training rooms. Underground Rooms should not be used for Training as internet connectivity may impact hands-on practice with the PE Mobile App. Details of selected venues shall be entered in the CMMS portal at the time of batch creation.
- h) Given the complexity and sensitivity of the Population Enumeration Schedule, a structured mechanism for doubt resolution during field work shall be put in place in addition to the regular training before the start of field work. Charge Officers shall ensure that **online refresher sessions** are organized for Supervisors, approximately **four-five days into the commencement of field work** in each Charge, when field-level doubts and operational difficulties are likely to have surfaced but sufficient time remains within the enumeration period for corrective action.
- i) Supervisors in turn will guide their Enumerators to mitigate the field level challenges. These sessions shall be conducted by the concerned Field Trainers through suitable video conferencing platforms and monitored by Master Trainers and DCO Officials, in the local language, and shall be focused exclusively on doubt clarification arising from actual field experience. These should not be repetition of training content.
- j) The Charge Officer shall be responsible for ensuring that all Supervisors in their Charge are informed of the session schedule in advance and duly participate in the session. A record of doubts raised and clarifications issued shall be maintained by the Charge Officer and shared with the concerned DCO, so that recurring or unresolved issues can be escalated and addressed through policy clarification if required. DCOs will guide the Charge Officer to arrange the necessary logistics of these sessions - including platform access, connectivity support, and trainer availability during the field work period.

- k) Like Phase I, all training materials will be standardized at ORGI level and shared with the Trainers and Trainees.
- l) Detailed operational guidelines, session plans, guidance notes to trainers etc. for each category of training shall be issued separately in due course, wherever these have not yet been issued.

8. Monitoring and Supervision of Training

- a) The quality and timely completion of training at all levels are as critical as the training itself and shall be subject to active monitoring at every tier. Progress of training across all categories of functionaries shall be tracked in real time through the training dashboard available in the CMMS portal, which shall serve as the primary instrument for monitoring attendance, batch completion, and training schedules at the State/UT, District and Charge levels.
- b) Regular weekly meetings of Supervisors with Charge Officers/Field Trainers may be arranged for continuous doubt clearing and supervision at the Field level in coordination with Master and National Trainers.
- c) The DCO shall bear direct responsibility for the quality of training conducted for Master Trainers in their State/UT. The Principal Census Officer (PCO) shall bear direct responsibility for the quality of training conducted within their jurisdiction. Each PCO shall deploy sufficient officers and staff from their office for visits to training venues during the conduct of Field Trainer and Enumerator & Supervisor training. These visits shall not be perfunctory; the deputed officer shall be present for a substantial part of the training session, assess the quality of instruction, verify that attendance is being recorded correctly, confirm that training materials have been distributed, and satisfy themselves that the venue meets the prescribed standards and food quality is up to the mark. A brief written note of each monitoring visit - covering observations, deficiencies noticed, and remedial action taken - shall be maintained at the PCO office and submitted periodically to the DCO.
- d) Where a monitoring officer finds that a training session is not proceeding as per the required standards - whether on account of inadequate trainer preparation,

poor venue conditions, low attendance, or any other reason - they are empowered to take immediate remedial action, including re-orienting the session, arranging a replacement trainer, or rescheduling the batch in consultation with the Charge Officer. No deficiency observed during a monitoring visit shall be left unaddressed pending escalation.

- e) DCOs shall designate District Coordinators for each district, as was done for Phase I, who shall be responsible for making at least one visit to each district during the conduct of Field Trainer training and at least one visit to each Charge Officer during the conduct of E&S training. The District Coordinators shall ensure that the norms for the batch size are followed strictly. They may also ensure that the Charge Officer is fully prepared before training commences and shall report any systemic issues to the DCO without delay.
- f) Suitable officers from ORGI HQ will also undertake field visits to independently assess training quality. Observers so deputed are empowered to provide direct feedback to trainers, re-orient sessions, or recommend replacement of trainers where quality standards are not being met.

9. The State/UT Governments are requested to extend full cooperation and issue necessary directions to all concerned authorities for the timely completion of the training activities for successful conduct of Census 2027 Phase II.

Narayanm 09/09/2026
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The Chief Secretary
All States/UTs

Copy to:

1. All State/UT Census Nodal Officers
2. Director of Census Operations, all Directorates
3. Additional RGs (Trg/Admin)/DDG, ORGI HQ
4. All Divisional Heads of the ORGI including Language Division, Kolkata
5. Guard File/Order File
