

Standard operating protocol (SOP) for ISS Survey 2024-2025

S.No.	Activities	Time Period	Responsibility	Platform
1.	Registration of all DNOs/ Supervisors/ Enumerators on the eLISS web portal.	By 29 th February 2024	Enumerators, Supervisors & District Nodal Officials	eLISS web portal
	Activate/Block the DNOs.		State/UT Officials	eLISS web portal
	Activate/ Block the enumerators/ supervisors.		District Nodal Officials	eLISS web portal
2.	Reporting of new districts formed, if any to AHS & IASRI.	By 29 th February 2024	State Officials	eLISS web portal
3.	Updation of new districts formed, if any.	By 29 th February 2024	District Nodal Officials	eLISS web portal
4.	Reporting of uninhibited villages/ urban wards.	By 29 th February 2024	State Officials	eLISS web portal
5.	Updation of uninhibited villages/ urban wards.	By 29 th February 2024	District Nodal Officials	eLISS web portal
6.	First Stage Sample Selection i.e. selection of villages/urban wards in each district of each State/UT for both complete enumeration and detailed survey.	By 26 th February 2024	State Officials	eLISS web portal
7.	In case, if the selected village is uninhabited or inaccessible then DNO must report to state officials. <i>Note: Re- draw of villages/ urban wards should be done within first 10 days of every season.</i>	Latest by 5 th March 2024	District Nodal Officials & State Officials	eLISS web portal
8.	Grant permission for allocation of villages/ urban wards after re-draw of villages/urban wards. <i>Note: System will automatically grant permission for allocation after 5th March every season.</i>	By 5 th March 2024	State Officials	eLISS web portal
9.	Allocation of villages/urban wards to the Enumerators.	Within first 10 days of the first month of every season	District Nodal Officials	eLISS web portal
10.	Installation/ updation of the eLISS data collection app from google play store.	By the start of every season	Enumerators, Supervisors &	eLISS data collection app

			District Nodal Officials	
11.	Canvassing of schedules I & II for the selected villages/urban wards. <i>Note: Enumerator needs to add location for the households/enterprise/butcher shops</i>	Within first 15 days of first month of every season	Enumerators	eLISS data collection app
12.	Syncing of collected data <i>Note: Enumerator needs to sync the collected data for further supervision.</i>	On daily basis	Enumerators	eLISS data collection app
13.	Refresh data to view data synced by the enumerator.	On daily basis	Supervisors & District Nodal Officials	eLISS data collection app
14.	Supervision of data collected for Schedule-I and Schedule-II. Raise query for various items in Schedule-I and Schedule-II.	Within first 15 days of first month of every season	Supervisors & District Nodal Officials	eLISS web portal
15.	Selection of Second stage Sample i.e. Household/Enterprise.	Within first 15 days of first month of every season	Enumerators	eLISS data collection app
16.	Canvassing of schedules III, IV & VI for detailed survey for the allocated villages/urban wards for Round-1.	For summer season by 31 st March 2024 For rainy season by 31 st July 2024 For winter season by 30 th November 2024	Enumerators	eLISS data collection app
17.	Canvassing of schedules III, IV & VI for detailed survey for the allocated villages/urban wards for Round-2.	For summer season by 30 th April 2024 For rainy season by 31 st August 2024 For winter season by 31 st December 2024	Enumerators	eLISS data collection app
18.	Canvassing of schedules III, IV & VI for detailed survey for the allocated villages/urban wards for Round-3.	For summer season by 31 st May 2024 For rainy season by 30 th September 2024 For winter season by 31 st January 2025	Enumerators	eLISS data collection app

19.	Canvassing of schedules III, IV & VI for detailed survey for the allocated villages/urban wards for Round-4.	For summer season by 30 th June 2024 For rainy season by 30 th September 2024 For winter season by 28 th February 2025	Enumerators	eLISS data collection app
20.	Supervision of data collected in schedules III, IV & VI.	On daily basis	Supervisors, District Nodal Officials & State Officials	eLISS web portal & eLISS data collection app
21.	Raise query for a village/urban ward in case of any discrepancy.	On daily basis	Supervisors, District Nodal Officials	eLISS data collection app
22.	Monitoring status of ongoing Survey.	On daily basis	District Nodal Officials & State Officials	eLISS web portal
23.	Reporting of operational/ non-operational commercial poultry farms.	At the start of every season	District Nodal Officials	eLISS web portal
24.	Verification of the updated list of commercial poultry farms.	Once the reporting of operational/ non-operational commercial poultry farms is completed	State Officials	eLISS web portal
25.	Reporting/Updation of listing of Slaughter houses.	On daily basis	District Nodal Officials	eLISS web portal
26.	Verification of updated list of Slaughter houses.	Once the Reporting of Listing of Slaughter houses is completed	State Officials	eLISS web portal
27.	Canvassing of schedules V, VII and VIII for commercial poultry farms and slaughter houses.	By the end of every season	District Nodal Officials	eLISS data collection app