

Guidelines for Identifying Census Centres

Banks are required to furnish information on, inter alia, revenue centre (hereafter centre) of the concerned banking outlet (branch, office, ATM, etc.) along with its population as per. Census 2011 in proforma I / II. **A Centre** is defined as the revenue unit (and not just the locality) classified and delineated by the respective State Government, i.e., a revenue village/ city/ town/ municipality/ municipal corporation, etc., as the case may be, in which the branch is situated. The proforma information submitted by banks are incorporated in the bank-branch statistics system (also known as Master Office File (MOF) System) maintained at the RBI. Based on the size of the population, a centre, where bank branch is located, is classified either into rural, semi-urban, urban, or metropolitan as under:

- i) Rural: population less than 10,000
- ii) Semi-Urban: 10,000 and above and less than 1 lakh
- iii) Urban: 1 lakh and above and less than 10 lakh
- iv) Metropolitan: 10 lakh and above

For the purpose of correct identification of a centre, at the first stage, banks should refer the administrative map prepared and used by the Office of the Registrar General and Census Commissioner of India while conducting Census 2011. This map in tabular text form, in the form of static geographical maps of districts displaying boundaries of sub-districts and position of villages/ towns at map and population at various granularities of geographies are available on their website (www.censusindia.gov.in).

At the second stage, banks should ensure that there are no geographical re-organisations (Merger/ split) in respect of States, Districts, Sub-districts (Tehsil, development block, etc.) and the revenue centre (village, city, town, etc.) made by the respective authorities (Central/ State Government) in respect of location of their interest. In order to capture the correct geographical location and its population group classification, the geographical reorganisation taken place till date (after census 2011) needs to be considered while reporting locational details (i.e., centre) of banking outlets to the Reserve Bank.

Banks may submit Gazette Notifications or notification issued by competent authority for such geographical reorganisation through [e-mail](#). In case of any doubt, appropriate state level authorities (revenue/ land development/ forest/ etc. departments) responsible for supplying administrative map to Census authorities and involved in geographical reorganisation activities in the respective State, or Census authorities in the State, may be consulted. As such, for missing villages in Census data, state/ district/ sub-district level census authorities may be consulted about the inclusion of this village population in the particular revenue centre in Census 2011. Accordingly, revenue centre name may be mentioned. If a particular revenue village

is missing in administrative map of Census thereby its population was not included in the Census 2011, a certificate from Census authorities may be obtained stating the name of particular revenue centre and its available population at the time of conduct of Census 2011. Clarifications may also be obtained from the Block Development Officer, Tehsildar, Municipality or Municipal Corporation Office or Office of the District Collector in this regard and also in respect of re-organisation of geographical locations.

Special Cases for Computing of Correct Population for Classifying a Centre in to Appropriate Population Group from Census Database

A. Centre spanning across two or more districts/ sub-districts

Guideline: Actual district/ sub-district of the part centre, where bank branch is located, should be reported in respective fields of the proforma. However, population group classification will be based on combined population of all parts of the centre.

Till classification based on Census 2001 (i.e. before September 1, 2016), one centre spanned over multiple districts used to be treated as different centres depending on part of the centre falling in particular district. But one centre spread over multiple sub-districts used to be treated as one centre only. With effect from September 1, 2016 (i.e. effective date of implementation of Census 2011), for population group classification purpose, one centre spread across two or more districts/ sub-districts will uniformly be treated as one centre only. As such, population group classification of such centres would be based on combined population of the centre, arrived at by adding each part population of the centre across district/ sub-district as available from Census 2011 data.

Example (Centres across two or more districts)

- i) Hyderabad: Center Hyderabad is spanned over three districts, viz., Rangareddi, Hyderabad, and Medak in the state of the Telangana with part populations of 3136259, 3718651, and 138082 respectively. As such, all parts of Hyderabad (in all the three districts) will be classified as metropolitan with population of the centre as 6993262 ($3136259+3718651+138082=6993262$). However, position of branches are required to be reported in the respective actual districts based on their location. Before September 1, 2016, part of Hyderabad falling under Medak district used to be classified as semi-urban.

Example (Centres across two tehsils):

- ii) Chirmiri: This centre in district Koriyas spans over tehsils Baikunthpur and Khadganva with respective part populations sizes of 16016 and 69307. The classification of centre Chirmiri will be semi-urban based on the combined population 85323 ($16016+69307 = 85323$). The branches in part of Chirmiri will be shown in their respective Tehsils (Baikunthpur and Khadganva) depending on

their actual position. Before, September 1, 2016, the Tehsils for all branches in centre Chirmiri used to be reported as Khadganva tehsil as population of Khadganvais more than that of Baikunthpur.

B. Outgrowths (OG) in Census Data

Guideline: Outgrowth is a part of a bigger centre to be considered as bigger centre only, not a separate center.

Examples:

- i) Jamalpore (OG) and Chovisi (OG) are the part of bigger centre Navsari in district Navsari in Gujarat. Therefore, the centre of the branches located at these OGs is Navsari.
- ii) Khanpur (OG) and Lamin (OG) are the part of bigger centre Pathankot in district Pathankot in Punjab.

C. Cantonment Boards

Cantonment Boards (CBs) near to/ surrounded by big cities (List-1) will considered as a part of that big city. Therefore, branches falling under such CBs and big cities will be classified based on the combined population of the big city and the corresponding CB. The cantonments/ CBs those are treated as separate centres are given in List-2.

D. Delhi as a single centre

As per administrative map of Census 2011, there were two Municipal Corporations viz. Delhi Municipal Corporation (DMC)¹(subsequently trifurcated) & New Delhi Municipal Corporation (NDMC) and one cantonment board viz., Delhi Cantonment Board, are considered as separate centres in Delhi. However, for reporting of data to the RBI, all these centres will continued to be classified as single Centre as hitherto. Accordingly, the centres North Delhi Municipal Corporation, South Delhi Municipal Corporation, East Delhi Municipal Corporation, New Delhi Municipal Corporation and Delhi Cantonment Board will be treated as part of one bigger centre viz., "Delhi" and its classification based on combined population will be "Metropolitan".

Banks should report correct centre name and population group classification of centres while seeking authorisation for opening of branches/offices in the respective centre from the Department of Banking Regulation (DBR)/ Department of Cooperative Banks' Regulation (DCBR).

¹ Post Census 2011, Delhi Municipal Corporation has been trifurcated into North Delhi Municipal Corporation, South Delhi Municipal Corporation and East Delhi Municipal Corporation

For information on banked centres, "[Branch Locator](#)" link available on <http://dbie.rbi.org.in> may be referred to. The link is also accessible from RBI's main website (www.rbi.org.in) under the link (Statistics >> Database on Indian Economy).

In case banks need further clarification or information on methodology for identification of correct centres, they may refer the case to DSIM, CO at the following address.

The Director,
Reserve Bank of India,
Bank Branch Statistics Division,
Department of Statistics and Information Management, Central Office,
C-9, 6th Floor, Bandra-Kurla Complex,
Bandra (East) Mumbai - 400051.

Telephone: 022-26578100/8300 (Extn. 7360/ 7361/ 7362/ 7613)

Fax: 022-2657 0847

[Email.](#)

List-1 - List of Cantonment Boards/ Cantonments proposed to be merged with big cities and their revised population group classification									
Sr. No.	State	District	Sub District	Cantonment Board/ Cantonment Name	Population of CB 2011	Nearest city	City Population	Total Population of cantonment/ CB/ City	Revised classification of cantonment / CB/ City
1	Bihar	Patna	Dinapur-cum-khagaul	Dinapur cantonment (cb)	28,723	Dinapur nizam at (nagar parishad)	182429	2,11,152	Urban
2	Gujarat	Ahmadabad	Ahmadabad city	Ahmadabad cantonment (cb)	7,588	Ahmadabad (m corp.)	5633927	56,41,515	Metropolitan
3	Haryana	Ambala	Ambala	Ambala cantt. (cb)	55,370	Ambala (m cl)	195153	2,50,523	Urban
4	Himachal Pradesh	Chamba	Dalhousie	Dalhousie (cb)	3,549	Dalhousie (m cl)	7051	10,600	Semi-urban
5	Jammu & Kashmir	Jammu	Jammu	Jammu cantt. (cb)	28,396	Jammu (m corp. + og)	576198	6,04,594	Urban
6	Karnataka	Belgaum	Belgaum	Belgaum cantonment (cb)	19,411	Belgaum (m corp. + og)	490045	5,09,456	Urban
7	Kerala	Kannur	Kannur	Kannur cantonment (cb)	4,798	Kannur (m)	56823	61,621	Semi-urban
8	Madhya Pradesh	Gwalior	Gwalior (gird)	Morar cantt (cb)	48,464	Gwalior (m corp.)	1054420	11,02,884	Metropolitan
9	Madhya Pradesh	Indore	Mhow	Mhow cantt (cb)	81,702	Mhowgao n (np)	30012	1,11,714	Urban
10	Madhya Pradesh	Jabalpur	Jabalpur	Jabalpur cantt (cb)	72,261	Jabalpur (m corp. + og) (part)	1081677	11,53,938	Metropolitan
11	Madhya Pradesh	Sagar	Sagar	Sagar cantt (cb)	40,513	Sagar (m corp. + og)	274556	3,15,069	Urban

12	Maharashtra	Ahmadnagar	Nagar	Ahmadnagar (cb)	28,986	Ahmadnagar (m corp.)	350859	3,79,845	Urban
13	Maharashtra	Aurangabad	Aurangabad	Aurangabad (cb)	18,051	Aurangabad (m corp.)	1175116	11,93,167	Metropolitan
14	Maharashtra	Nagpur	Kamptee	Kamptee (cb)	12,457	Kamptee (m cl)	86793	99,250	Semi-urban
15	Maharashtra	Pune	Pune city	Kirkee (cb)	78,684	Pune (m corp.)	3124458	32,74,923	Metropolitan
16	Maharashtra	Pune	Pune city	Pune (cb)	71,781	Pune (m corp.)	3124458	32,74,923	Metropolitan
17	Meghalaya	East khasi hills	Mylliem	Shillong (cb)	11,930	Shillong (mb)	143229	1,55,159	Urban
18	Nct of delhi	New delhi	Delhi cantonment	Delhi cantonment (cb) (part)	1,01,704	Dmc (u)+ ndmc	11292358	1,14,02,709	Metropolitan
19	Nct of delhi	New delhi	Vasant vihar	Delhi cantonment (cb) (part)	8,647	Dmc (u)+ ndmc	11292358	1,14,02,709	Metropolitan
20	Punjab	Amritsar	Amritsar -i	Amritsar cantt. (cb)	10,410	Amritsar (m corp. + og) (part)	1159227	11,69,637	Metropolitan
21	Punjab	Ferozpur	Ferozpur	Ferozpur cantt (cb)	53,199	Ferozpur (m cl)	110313	1,63,512	Urban
22	Punjab	Jalandhar	Jalandhar -i	Jalandhar cantt. (cb)	47,845	Jalandhar (m corp. + og) (part)	868929	9,16,774	Urban
23	Telangana	Hyderabad	Tirumalagiri	Secunderabad (CB)	2,17,910	GHM C (M Corp. + OG)	6993262	72,11,172	Metropolitan
24	Uttar pradesh	Agra	Agra	Agra (cb)	53,053	Agra (m corp.)	1585704	16,38,757	Metropolitan
25	Uttar pradesh	Allahabad	Allahabad	Allahabad (cb)	26,944	Allahabad (m corp. + og)	1168385	11,95,329	Metropolitan

26	Uttar pradesh	Bareilly	Bareilly	Bareilly (cb)	30,003	Bareilly (m corp. + og)	904797	9,34,800	Urban
27	Uttar pradesh	Faizabad	Faizabad	Faizabad (cb)	12,391	Faizabad (npp)	165228	1,77,619	Urban
28	Uttar pradesh	Farrukhabad	Farrukhabad	Fatehgarh (cb)	14,793	Farrukhabad-cum-fatehgarh (npp)	276581	2,91,374	Urban
29	Uttar pradesh	Jhansi	Jhansi	Jhansi (cb)	28,343	Jhansi (m corp.)	505693	5,34,036	Urban
30	Uttar pradesh	Kanpur nagar	Kanpur	Kanpur (cb)	1,08,534	Kanpur (m corp. + og)	2768057	28,76,591	Metropolitan
31	Uttar pradesh	Lucknow	Lucknow	Lucknow (cb)	63,003	Lucknow (m corp.)	2817105	28,80,108	Metropolitan
32	Uttar pradesh	Mathura	Mathura	Mathura (cb)	25,681	Mathura (npp)	349909	3,75,590	Urban
33	Uttar pradesh	Meerut	Meerut	Meerut (cb)	93,312	Meerut (m corp.)	1305429	13,98,741	Metropolitan
34	Uttar pradesh	Shahjahanpur	Shahjahanpur	Shahjahanpur (cb)	18,116	Shahjahanpur (npp)	329736	3,47,852	Urban
35	Uttar pradesh	Varanasi	Varanasi	Varanasi (cb)	14,119	Varanasi (m corp.)	1198491	12,12,610	Metropolitan
36	Uttarakhand	Almora	Almora	Almora (cb)	1,391	Almora (npp)	34122	35,513	Semi-urban
37	Uttarakhand	Dehradun	Dehradun	Dehradun (cb)	52,716	Dehradun (m.co rp + og)	574840	6,27,556	Urban
38	Uttarakhand	Hardwar	Roorkee	Roorkee (cb)	14,689	Roorkee (npp)	118200	1,32,889	Urban
39	Uttarakhand	Nainital	Nainital	Nainital (cb)	1,398	Nainital (npp)	41377	42,775	Semi-urban

40	West bengal	North twenty four parganas	Area not under any sub-district	Barrackpur cantonment (cb)	17,380	Barra ckpor e (m)	152783	1,70,163	Urban

Note: Delhi Cantonment (CB) Is Spred Over Two Sub Districts Viz. Delhi Cantonment And Vasant Vihar

List-2 - List of Cantonment Boards/ Cantonments proposed to treat as separate centres						
Sr. No.	State	District	Sub District	Cantonment Board/ Cantonment Name	Population 2011	MOF Classification
1	Himachal Pradesh	Chamba	Bhattiyat	Bakloh (CB)	1,805	Rural
2	Himachal Pradesh	Shimla	Shimla (Rural)	Jutogh (CB)	2,062	Rural
3	Himachal Pradesh	Solan	Solan	Dagshai (CB)	2,904	Rural
4	Uttarakhand	Dehradun	Dehradun	Landaaur (CB)	3,539	Rural
5	Himachal Pradesh	Solan	Solan	Sabathu (CB)	3,685	Rural
6	Himachal Pradesh	Solan	Kasauli	Kasauli (CB)	3,885	Rural
7	West Bengal	Paschim Medinipur	Midnapore	Khasjanganl Cantonment	4,080	Rural
8	Uttarakhand	Dehradun	Chakrata	Chakrata (CB)	5,117	Rural
9	Uttarakhand	Pauri Garhwal (Garhwal)	Lansdowne	Lansdowne (CB)	5,667	Rural
10	Himachal Pradesh	Kangra	Dharmasala	Yol (CB)	12,028	Semi-Urban
11	Madhya Pradesh	Hoshangabad	Pipariya	Pachmarhi Cantt (CB)	12,062	Semi-Urban
12	Uttarakhand	Almora	Ranikhet	Ranikhet (CB)	18,886	Semi-Urban
13	Tamil Nadu	The Nilgiris	Coonoor	Wellington (CB)	19,462	Semi-Urban
14	Jammu & Kashmir	Srinagar	Srinagar (North)	Badami Bagh (CB)	22,214	Semi-Urban
15	Uttarakhand	Dehradun	Dehradun	Clement Town (CB)	22,557	Semi-Urban
16	Uttar Pradesh	Jhansi	Jhansi	Babina (CB)	27,852	Semi-Urban

17	Tamil Nadu	Kancheepuram	Alandur	St.Thomas Mount-cum-Pallavaram (CB)	43,795	Semi-Urban
18	Maharashtra	Pune	Haveli	Dehu Road (CB)	48,961	Semi-Urban
19	Rajasthan	Ajmer	Nasirabad	Nasirabad (CB)	50,804	Semi-Urban
20	Maharashtra	Nashik	Nashik	Deolali (CB)	54,027	Semi-Urban
21	Jharkhand	Ramgarh	Ramgarh	Ramgarh Cantonment (CB)	88,781	Semi-Urban