



**GOVERNMENT OF ANDHRA PRADESH
PLANNING(XIII)DEPARTMENT**

U.O.Note No.3029743/Plg.XIII/2025

Dated:08.11.2025

Sub:- Planning Department – Comprehensive training programme for the Master Trainers at the Mandal level (preferably one per each Mandal) to conduct a Unified Family Survey annually through field-level GSWS functionaries from **19th November to 22nd November,2025 at A.P. Secretariat, Amaravathi** – Identification of Master Trainers at the Mandal level - Requested – Reg.

Ref:- 1. Family Benefit Management System (FBMS) review meeting conducted by Hon'ble Chief Minister on 28th August 2025.
2.The office UO Note No.3002790/PLG.XIII/2025, Dt: 16.10.2025.

Kind attention is invited to the Subject and References cited.

2. It is informed that, a review meeting was conducted under the chairmanship of the Hon'ble Chief Minister to review the progress of the Family Benefit Management System (FBMS) on 28th August in which the government has decided to conduct a Unified Family Survey (UFS) annually to update the household database of the State and to address discrepancies in the composition of family units in line with uniform definition of a household. For the purpose of this survey, a "family" or "household" is defined as a unit of one or more persons related by marriage, blood or adoption with each other and who share a common kitchen on a regular basis.

3. The survey shall be conducted for 100% households present in the GSWS household database of the State. Further, the survey also aims to enumerate citizens currently not present in the GSWS household database but present in other State databases, like the rice card, NTR Vaidya Sewa scheme and the birth registration database or found eligible by surveyors for enumeration during the field survey exercise. Further, this survey shall subsume the data or survey requirements of other departments to the extent possible.

4. In the reference 2nd cited, the GSWS department has been requested to facilitate in the conduct of the Unified Family Survey through GSWS field-level functionaries.

5. In this connection, it is essential to conduct a comprehensive training programme to ensure that all field functionaries clearly understand the objectives, methodology and operational procedures of the survey and gain hands-on experience with the survey mobile application. Therefore, the Planning Department has proposed a structured training plan scheduled from 19th November to 22nd November, 2025, as detailed below;

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Sl. NO.	Particular	Owner	Timeline
1	In-person training of master trainers at Amaravati (5th block, AP Secretariat)	Planning Department	19th - 20th November
2	Virtual training of CPOs & GSWS District Coordinators	Planning Department	21st November
3	Mandal-level in-person training of surveyors by master trainers	GSWS Department	21st - 22nd November

A detailed schedule for the in-person Master Trainers' training in Amaravati is proposed below:

Sl. NO.	Districts	Proposed date	Proposed Time Slot
1	Srikakulam, Vizianagaram, Visakhapatnam, Anakapalli, Alluri Sitarama Raju, Parvathipuram Manyam, Kakinada	19th Nov	10:00 AM - 1:00PM
2	Kurnool, Nandyal, Anantapur, Sri Sathya Sai, YSR Kadapa, Annamayya	19th Nov	2:00 PM - 5:00 PM
3	Kakinada, Tirupati, Chittoor, SPS Nellore, Bapatla, Prakasam	20th Nov	10:00 AM - 1:00PM
4	East Godavari, Konaseema, West Godavari, Eluru, Krishna, NTR, Guntur, Palnadu	20th Nov	2:00 PM - 5:00 PM

6. In view of the above, the Secretary, GSWS Department is requested to issue necessary instructions to concerned to identify suitable Master Trainers at the Mandal level (preferably one per each Mandal) who shall attend the in-person training at the A.P. Secretariat and subsequently conduct training sessions for all surveyors at the Mandal level as per the schedule indicated in para 5 above. The GSWS Department is also requested to review the proposed training plan and furnish comments, if any, for further consideration by the Planning Department.

PEEYUSH KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT

To

The Secretary, GSWS Department,

Copy to:

The Director, GSWS Department.

The PS to Prl. Secretary, Planning Department

//FORWARDED:: BY ORDER//

G.V. Subba Rao
SECTION OFFICER
(G.V.SUBBA RAO)

**GOVERNMENT OF ANDHRA PRADESH
PLANNING(XIII) DEPARTMENT**

U.O.Note.No.3002790/Plg.XIII/2025

Dated:16.10.2025

Sub:- Planning Department - Conduct of Unified Family Survey (UFS) annually on Family Benefit Management System (FBMS) through GSWS functionaries - Requested - Reg.

Ref: 1. Review meeting held by Hon'ble Chief Minister on Family Benefit Management System (FBMS) on 28.08.2025
2. This Office U.O.Note. No.2953456/PIg.XIII/ 2025, Dt:03.09.2025.
3. This Office U.O. Note No.2957022/Plg.XIII/2025, Dt:03.09.2025.

Attention is invited to the subject and references cited above.

2. It may be recalled that the Hon'ble Chief Minister, during the review meeting held on 28.08.2025, directed that a Unified Family Survey (UFS) be conducted annually by the Government of Andhra Pradesh to update the household database of the State and to address discrepancies in the composition of family units, in line with the definition of a household. It was further decided that this survey shall subsume the data and survey requirements of other departments.

3. The proposed survey will cover 100% of the households listed in the GSWS household database of the State. It also aims to include citizens not currently recorded in the GSWS database but appearing in other State databases, such as Rice card, NTR Vaidya Seva scheme and Birth Registration Database, as well as those identified as eligible by the survey teams during field enumeration.

4. In the reference 3rd cited, the Secretary, GSWS Department and the Secretary, RTG Department have been requested to enable deployment of the technical teams for development of the survey application with necessary authentication and integration features to facilitate pre-filling of data from relevant sources.

5. In this connection, it is proposed that GSWS functionaries undertake field visits to all households within their respective Gram/Ward Secretariats to collect citizen and family-level data using the approved survey questionnaire finalized by the Planning Department in consultation with all line departments.

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The Unified Family Survey will be conducted under the overall supervision of the Director of the GSWS Department, with support from the District GSWS Coordinators, MPDOs, Municipal Commissioners and other concerned officers at the State, District, Mandal and Gram/Ward Secretariat levels.

6. The Unified Family Survey is tentatively scheduled to commence in the 2nd week of November 2025 and to be completed by end of December 2025, covering all targeted households. Training for identified Master Trainers and district/mandal level officials is proposed to be held in Vijayawada during the 1st week of November 2025, followed by training of surveyors by the Master Trainers in the 1st and 2nd weeks of November 2025.

7. In view of the above, the Secretary, GSWS Department is requested to take necessary action for operationalizing the Unified Family Survey through GSWS functionaries, including arrangements for training of Master Trainers and surveyors in coordination with the Planning Department.

PEEYUSH KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT

To

The Secretary, GSWS Department, Government of Andhra Pradesh.

Copy to:

- ✓ The Director, GSWS Department, for necessary action.
- The P.S to Principal Secretary, Planning Department.

//FORWARDED :: BY ORDER//

B. Sujatha
SECTION OFFICER

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