

GOVERNMENT NOTICE No. 39

TRINIDAD AND TOBAGO

THE STATISTICS ORDINANCE, CH. 42. No. 11—SECOND SCHEDULE

REGULATIONS

MADE BY THE GOVERNOR IN COUNCIL UNDER SECTION 13 OF THE
STATISTICS ORDINANCE, CH. 42. No. 11

THE CENSUS REGULATIONS, 1960

1. These Regulations may be cited as the Census Regulations, 1960. Short title.

2. In these Regulations— Interpre-
tation.
 - “census” means the census directed to be taken by the Order;
 - “census day” means the 7th April, 1960;
 - “census forms” means the forms set out in the Schedule hereto;
 - “census information” means any information necessary for the making of true and accurate entries in a census form;
 - “census night” means the night of the 7th to 8th April, 1960;
 - “enumeration district” means any one of the districts into which the Territory is divided under regulation 6 of these Regulations;
 - “Supervisor” means a person appointed as such under regulation 7 of these Regulations;
 - “enumerator” means a person appointed as such under regulation 7 of these Regulations;
 - “the Order” means the Census Order, 1960;
 - “Statistician” and “authorised official” have the meanings assigned to them by section 2 of the Ordinance;
 - “the Ordinance” means the Statistics Ordinance.

3. On the taking of the census the census information shall be furnished by and with respect to the persons hereinafter mentioned :— Census
information
to be
furnished.
 - (a) by every adult person with respect to himself and all children or others for whom he may be responsible and who pass census night in the Territory;
 - (b) by the head of each household or any other responsible member of the household with respect to himself and all persons who pass census night on the premises of that household;
 - (c) by the proprietor or manager of every hotel, boarding house, boarding school, orphanage, hostel or other similar institution or any person thereunto duly authorised by such proprietor or manager, with respect to all persons who pass census night on the premises of any of the said institutions;
 - (d) by the person in charge of every public or private hospital, nursing home, alms house, house for the aged and infirm, or other similar institution with respect to all persons who pass census night on the premises of any of the said institutions;

- (e) by the superintendent of every prison with respect to all persons who pass census night on the premises of that prison;
- (f) by the police officer in charge of every police station or lock-up with respect to all persons who pass census night on the premises of such station or lock-up;
- (g) by the master of every ship or boat described in paragraphs (b) and (c) of paragraph 4 of the Ordinance with respect to all persons who pass census night aboard such ship or boat.

Particulars to be furnished.

4. The particulars to be furnished on the taking of the census shall be those set out in the First Schedule to these Regulations.

Census forms.

5. The forms in which the particulars and information prescribed in regulations 3 and 4 of these Regulations shall be furnished shall be those set out in the Second Schedule to these Regulations.

Division of Territory into districts.

6. The Statistician shall divide the Territory into enumeration districts and shall prepare a detailed description in writing of every enumeration district and its boundaries for the purpose of the census.

Appointment and assignment of Supervisors and Enumerators to districts.

7. (1) The Statistician may appoint authorised officials to be—

- (a) a Supervisor for one or more enumeration districts to assist in the training of and to control enumerators in the execution of their duties;
- (b) enumerators to collect census information.

(2) A Supervisor may be assigned to an appropriate number of enumeration districts and an enumerator may be assigned to one or more enumeration districts.

(3) Notice of the appointment or the cancellation of appointment of every Supervisor and enumerator shall be published in the *Royal Gazette* and in one or more local newspapers.

(4) Where it appears to the Statistician that a Supervisor or enumerator is unfit to perform his duties under the Ordinance or these Regulations, the Statistician may terminate his appointment and may appoint some fit and proper person in his place to perform those duties.

Duties of Supervisors.

8. It shall be the duty of every Supervisor—

- (a) to give all necessary instructions to enumerators in his enumeration district or districts;
- (b) to issue to enumerators all census forms and other articles necessary for the taking of the census;
- (c) to examine before census day all entries made in census forms by enumerators and, where it appears upon examination that any census information in any form is defective or has been omitted, to require the enumerator responsible for filling up the form to take steps to correct the defective information before census day;
- (d) to arrange for the enumeration of all persons in his enumeration district or districts;
- (e) to receive, examine and transmit to the Statistician within the times prescribed by him all completed census forms and other articles delivered to him by the enumerators under his control, within the time prescribed by the Statistician;
- (f) to arrange for the carrying out of any checks on the field found necessary after census day as directed by the Statistician; and
- (g) to carry out generally all instructions issued to him by the Statistician for the purpose of taking the census.

9. It shall be the duty of every enumerator—

Duties of
Enumerators.

- (a) to notify every permanent change of his address to the Supervisor of his enumeration district and to the Statistician within two days of his removal;
- (b) to preserve carefully any written instructions, books, forms, documents or any other articles or things issued to him in connection with his duties and to return them in good condition to the Supervisor of his enumeration district on the conclusion of the enumeration or when called upon to do so;
- (c) to visit personally within the period or periods specified by the Statistician every building in his enumeration district to obtain all information necessary for the filling up of the census forms and to fill up accurately and faithfully census forms with respect to every such building;
- (d) to make further visits to buildings, if on a first visit thereto the required information cannot be obtained and on the direction of the Supervisor to revisit any dwelling for the purpose of supplying omissions or correcting or verifying entries in any census forms;
- (e) to visit personally on census day every inhabited dwelling in his enumeration district in order to ensure the accuracy of the census information;
- (f) to carry out generally such instructions of the Statistician or of the Supervisor of his enumeration district as may be issued for the purpose of taking the census.

(Regulation 4)

FIRST SCHEDULE

1. In respect of every inhabited dwelling :—
 - (a) the kind of dwelling and the number of rooms therein.
2. In respect of every person :—
 - (a) the name, relationship, sex, month and year of birth, age, conjugal condition, race or ethnic origin, religion;
 - (b) birthplace, normal residence, years of residence, highest level of education attained.
3. In respect of children of school age :—
 - (a) name and denomination of the school in which enrolled.
4. In respect of women only :—
 - (a) total number of children born alive;
 - (b) age of mother at birth of first child born alive;
 - (c) particulars of children born alive during the past 12 months;
 - (d) type of union.
5. In respect of all persons no longer at school :—
 - (a) main activity during the past 12 months;
 - (b) how many months employed during the past 12 months, was this first employment;
 - (c) type of job in which engaged for most of the past 12 months;
 - (d) name of person or firm by whom employed for most of the past 12 months;

- (e) type of business carried on by employer;
 - (f) occupational status during the past 12 months;
 - (g) particulars of employment during the past week;
 - (h) particulars of income.
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(Regulation 5)

SECOND SCHEDULE

- (a) Population Census Schedule—(Form 1);
- (b) Special Infant Card—(Form 2);
- (c) Income Card—(Form 3);
- (d) Visitation Record—(Form 4).

Made by the Governor in Council this 11th day of March, 1960.

E. MURRAY
Secretary to the Cabinet