

BRITISH GUIANA.

REGULATIONS

Made Under

THE CENSUS ORDINANCE,
(Chapter 64).

UNDER SECTION 8 OF THE CENSUS ORDINANCE, THE FOLLOWING REGULATIONS HAVE BEEN MADE BY THE GOVERNOR IN COUNCIL :—

- 1. These Regulations may be cited as the Census Regulations, Short title.
1960.
- 2. In these Regulations, unless the context otherwise requires— Interpretation.
 - “census day” means the 8th February, 1960, in respect of the Rupununi District and the 7th April, 1960, in respect of the remainder of the Colony;
 - “census forms” means the forms set out in the first schedule First schedule to these Regulations;
 - “census information” means the information necessary for the making of true and accurate entries in census forms;
 - “census night” has the meanings assigned to it in the Census (Rupununi) Order, 1960, in respect of the Rupununi District and in the Census (General) Order, 1960, in respect of the remainder of the Colony;
 - “district” or “sub-district” means any district or sub-district into which the Colony may be divided by the Census Officer in accordance with these Regulations;
 - “the Order” means the Census (Rupununi) Order, 1960, and the Census (General) Order, 1960;
 - Cap. 64 “the Ordinance” means the Census Ordinance;
 - “Rupununi District” means the area described in the third schedule to the Proclamation made by the Governor under the provisions of subsection (3) of section 2 of the District Government Ordinance on the 26th October, 1936;
 - Cap. 56. “supervisor” or “enumerator” means a supervisor or enumerator appointed by the Census Officer in accordance with section 4 of the Ordinance.
- 3. The Census Officer shall divide the Colony into districts, and every such district into sub-districts, and shall prepare a detailed description in writing of every such district and sub-district. Division of Colony into districts and sub-districts.

Assignment of supervisors and enumerators to districts and sub-districts.

4. (1) Every supervisor appointed in pursuance of the Ordinance shall be assigned to one or more districts and every enumerator likewise appointed shall be assigned to one or more sub-districts.

(2) Notice of the appointment of every supervisor shall be published in the Gazette and in one or more daily newspapers published in the Colony.

(3) Where it appears to the Census Officer that a Supervisor or enumerator is, by reason of illness or for any other cause, unfit to perform his duties under the Ordinance or these Regulations, the Census Officer may appoint some fit and proper person in his place to perform those duties.

Duties of supervisors.

5. It shall be the duty of every supervisor—
- (a) to give all necessary instructions to enumerators in his district;
 - (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 or to supply the missing information before census day;
 - (d) to make emergency arrangements to replace any enumerator who may be unable to carry out his duties on census night;
 - (e) to arrange for the enumeration of persons who may be found in his district on census night on board ships or otherwise not in dwellings in accordance with the instructions of the Census Officer;
 - (f) to receive, examine and transmit to the Census Officer after census night all census forms and other articles delivered to him by the enumerators of his district;
 - (g) to provide at the conclusion of the enumeration a written report on the work of the enumerators in his district, and to witness such declaration by the said enumerators as the Census Officer may require him to witness;
 - (h) to obtain any further information relating to the census forms after census day as directed by the Census Officer; and
 - (i) to carry out generally all instructions issued to him by the Census Officer for the purpose of taking the census.

6. It shall be the duty of every enumerator—

- (a) to notify every permanent change of his address to the supervisor of the district and to the Census Officer within two days of his removal;
- (b) to meet the supervisor of the district at such times and places as the supervisor may direct;
- (c) 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 sub-district on the conclusion of the enumeration or when called upon to do so;
- (d) to visit personally during the period specified by the Census Officer every dwelling in the sub-district to which he may be assigned, to obtain all information necessary for the filling up of the census forms and to fill up accurately and faithfully the census forms with respect to every such dwelling;
- (e) to make further visits to dwellings, 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 form;
- (f) to visit personally on census night every inhabited dwelling in the sub-district to which he may be assigned, except in any case in which the Census Officer might otherwise direct, and deleting, amending or adding to the entries previously made in the census forms to obtain a true and complete account of all persons who pass census night in the said dwelling;
- (g) to assist the supervisor in the performance of the duties prescribed by paragraphs (e) and (h) of regulation 5 of these Regulations if so directed by the supervisor;
- (h) to assist any other enumerator in the performance of his duties in any other sub-district if so directed by the supervisor ; and
- (i) to carry out generally such instructions of the Census Officer or of the supervisor of the district as may be issued for the purpose of taking the census.

Declaration as to performance of duties.

7. Every supervisor shall, at the time when he transmits the census forms for his district to the Census Officer, make in the presence of the Census Officer or of a Justice of the Peace a written declaration as to the due and faithful performance of his duties in the form set out in the second schedule to these Regulations.

Second schedule.

Declaration of enumerators.

8. (1) Every enumerator shall, on the acceptance of his appointment and also on the completion of his duties, make in the presence of the supervisor of the district a written declaration as to the due and faithful performance of his duties.

Third Schedule.

(2) Such declarations shall be in accordance with the forms set out in the third schedule to these Regulations, save that the "Enumerator's Declaration at the conclusion of Enumeration" form may be modified to take account of any duties which have been laid upon the enumerator under paragraphs (g) and (h) of regulation 6 of these Regulations.

Duty of a person to give information to enumerator with respect to himself.

9. Every person with respect to whom census information is required by the Order to be furnished shall, upon demand, give to an enumerator such information with respect to himself as may be necessary for the purpose of the taking of the census.

Duty of a person to give information with respect to other persons.

10. Every person, who is required by the Order to furnish census information with respect to other persons, shall, upon demand, furnish to an enumerator such information with respect to those other persons as may be necessary for the purpose of the taking of the census.

Duty of a person to give information to prescribed persons.

11. Every person with respect to whom it is the duty of another person described by the Order to furnish census information shall, upon demand, give such information to that prescribed person as may be necessary for the purpose of the taking of the census.

Forms.

12. The forms in the schedules hereto shall be used in the taking of the census under the Order.

FIRST SCHEDULE

CONFIDENTIAL

EASTERN CARIBBEAN REGION-BRITISH GUIANA

POPULATION CENSUS 8th FEBRUARY, 1960/7th APRIL, 1960

(ONE SCHEDULE FOR EACH DWELLING UNIT)

HOUSING SCHEDULE

Territory.....	Per Office Use
County/Parish/Quarter.....	
Town or Village.....	
Enumeration District No.....	
Household Number (s).....	
Name of Head of Major Household.....	
Address of Household (s).....	

CHARACTERISTICS OF DWELLING UNIT

		Per Office Use
Type of Dwelling Unit	(1) Undivided Private House <input type="checkbox"/> (2) Flat or Apartment <input type="checkbox"/> (3) Barrack Room <input type="checkbox"/> (4) Part of Business Place <input type="checkbox"/>	
Tenancy of House lot	(1) Owned <input type="checkbox"/> (2) Rented or leased <input type="checkbox"/>	
Water Supply	(1) Pipes in Houses <input type="checkbox"/> (2) Public Stand pipes <input type="checkbox"/> (3) All other sources <input type="checkbox"/>	
Type of Toilet	(1) W. C. <input type="checkbox"/> (2) Pit Latrine <input type="checkbox"/> (3) Bucket Latrine <input type="checkbox"/> (4) None <input type="checkbox"/>	
Material of outer wall	(1) Wood <input type="checkbox"/> (2) Brick, stone, concrete, or plaster <input type="checkbox"/> (3) Any combination of (1) and (2) <input type="checkbox"/> (4) Wattle and Daub or Mud <input type="checkbox"/> (5) All other <input type="checkbox"/>	
Date when dwelling unit first occupied	(1) 1960 <input type="checkbox"/> (2) 1959 <input type="checkbox"/> (3) 1958 <input type="checkbox"/> (4) 1957 <input type="checkbox"/> (5) Before 1957 <input type="checkbox"/>	

CHARACTERISTICS OF HOUSEHOLD(S) IN DWELLING UNIT

	Major Household	2nd Household	3rd Household	4th Household	All Households
No. of Rooms					
No. of Persons					
Persons per Room					
No. of families					
Tenancy *	(1) (2)	(1) (3)	(1) (3)	(1) (2)	(1) (2)
	(3) (4)	(3) (4)	(3) (4)	(3) (4)	(3) (4)

* (1) Owned (2) rented (3) Rent free (4) vacant

Note: Tick the box which is applicable

CONFIDENTIAL

SECTION I

County/Parish/Quarter

Ward (if applicable)

Enumeration District Number

Type of Area

Schedule Number

No. of Rooms

Address of Household/Building

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**EASTERN CARIBBEAN
POPULATION CENSUS 80**
(One Schedule to be completed for)

FOR C

No. of Families or Domestic Units

No. of Persons per Room

Type of Household

Town/District/Locality

TYPE OF CARD	SECTION II		Codes				SECTION III		Codes	
	Surname and main Christian Name	Relationship	Sex	Age Last Birthday	Race of Ethnic Origin	Religion	Birthplace	Normal Residence	Years of Residence	Highest of Ed Attain
15 yrs. and younger as follows: 0-4 yrs. for children under 15 years of age				N W 1 CH M D A C B O	enter as stated by respondents		If in this town/locality write "here" If elsewhere in this territory give town or locality and name of nearest town. If abroad, give name of country only.	If in this town/locality write "here" If elsewhere give town, locality and name of nearest town. NOTE: For persons born abroad, normal residence is where they normally live in this Territory.	If local town length of stay in nearest town. Foreign born length of stay in this territory (10)	
2	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
01										
02										
03										
04										
05										
06										
07										
08										
09										
10										

INDIVIDUAL NO.	REMARKS

EASTERN CARIBBEAN REGION-BRITISH GUYANA
POPULATION CENSUS 8th FEBRUARY, 1960/7th APRIL, 1960

SPECIAL INFANT CARD

(One card to be completed for each child born on or after 1st January, 1960)

County/Parish/Quarter.....

Ward (if applicable).....

Enumeration District No.

Schedule Number.....

Line Number.....

Name of head of household.....

		For Office use only
1	Give exact date of birth: Day.....Month.....Year.....	
2	Name of child (Please print) (Surname) (All other names)	
3	State where birth of child is registered..... (If birth has not yet registered, say so here)	
4*	Has this child's name been: <input type="checkbox"/> entered in the register; <input type="checkbox"/> used in baptism but not entered in the register; <input type="checkbox"/> not yet used.	
5*	Sex of child: <input type="checkbox"/> male <input type="checkbox"/> female	
6*	Race of child: <input type="checkbox"/> Negro <input type="checkbox"/> East Indian <input type="checkbox"/> Mixed <input type="checkbox"/> Other	
7	Name of father of child, if available (Please print) (Surname) (All other names)	
8	Name of mother of child (Please print) If married give maiden name..... (Surname) (All other names)	
9	Rank or profession of father.....	
10	Give exact date of registration of birth: Day.....Month.....Year.....	
11	Give place of birth of child:.....District.....Ward	
12	If child was born in hospital or nursing home state which.....	
13	Give live birth order of child (1st, 2nd, 3rd, etc.....)	
14*	Is this: <input type="checkbox"/> a single birth; <input type="checkbox"/> one of twins; <input type="checkbox"/> one of triplets	
15	Age of mother..... Age of father.....	
16	Place of normal residence of parents..... (If parents not living together, give residence of parent with whom child lives)	
17	If child is baptised, state the name of the church in which baptised.....	

* Tick the box which is applicable.

EASTERN CARIBBEAN REGION-BRITISH GUIANA
POPULATION CENSUS 8th FEBRUARY, 1960/7th APRIL, 1960

INCOME CARD

(For income recipients of every tenth household)

County/Parish/Quarter.....
Ward (if applicable).....
Enum. Dis. No.....
Household No.....
Line No.....

Indicate by a tick thus: in the appropriate box, the income group to which the individual belongs.

Per Month	Per Fortnight	Per Week	Group No.
Less than \$15.	Less than \$7.00	Less than \$3.50	1 <input type="checkbox"/>
\$15 but under \$25.	\$7.00 but under \$11.50	\$3.50 but under \$5.75	2 <input type="checkbox"/>
\$25 but under \$35.	\$11.50 but under \$16.00	\$5.75 but under \$8.00	3 <input type="checkbox"/>
\$35 but under \$50.	\$16.00 but under \$23.00	\$8.00 but under \$11.50	4 <input type="checkbox"/>
\$50 but under \$100.	\$23.00 but under \$46.00	\$11.50 but under \$23.00	5 <input type="checkbox"/>
\$100 but under \$200.	\$46.00 but under \$92.00	\$23.00 but under \$46.00	6 <input type="checkbox"/>
\$200 but under \$300.	\$92.00 but under \$138.00	\$46.00 but under \$69.00	7 <input type="checkbox"/>
\$300 but under \$500.	\$138 but under \$230.	\$69.00 but under \$115.00	8 <input type="checkbox"/>
\$500 and over	\$230.00 and over	\$115.00 and over	9 <input type="checkbox"/>

SECOND SCHEDULE.

Reg. 7.

SUPERVISOR'S DECLARATION AT THE CONCLUSION OF THE ENUMERATION.

I.....duly appointed

under the Census Ordinance to be supervisor for the census district(s) of

(No.)....., do solemnly and sincerely declare to the correctness of the record, as revised and corrected, now transmitted to the Census Officer, which record is, to the best of my knowledge, a true and complete statement of the information required to be furnished under the Census Regulations, 1960, and the Census (General) Order, 1960/Census (Rupununi) Order, 1960, and the instructions given to me.

Declared before me at.....

this.....day of.....1960.

.....
Supervisor.

.....
Justice of the Peace
or
Census Officer.

THIRD SCHEDULE

Reg. 8 (2).

ENUMERATOR'S ACCEPTANCE OF APPOINTMENT.

I.....hereby accept appointment

as enumerator under the Census Ordinance, in the census district of (No.).....

I solemnly and sincerely declare that I will faithfully and honestly fulfil my duties in accordance with the Census Ordinance, and the Census Regulations, 1960, and the instructions of my supervisor and that I will not, without due authority disclose or make known to any person any information which may come to my knowledge by reason of my employment as enumerator.

Declared before me at.....

this.....day of.....1960.

.....
Enumerator.

.....
Supervisor.

ENUMERATOR'S DECLARATION AT THE CONCLUSION OF
ENUMERATION

I.....hereby declare that the census forms as
filled in by me, namely.....and.....
which are handed over herewith contain to the best of my knowledge a true and
faithful record of all persons who were found on the night of 8th February,
1960/7th April, 1960, in all households in the sub-district assigned to me, namely
No.....and that all particulars required by the Census (Rupununi)
Order, 1960/the Census (General) Order, 1960, and information to be obtained
in connection with the said persons, have been obtained.

.....
Enumerator.

Declared before me at.....this.....

day of....., 1960.

.....
Supervisor.

Made in Council this 13th day of January, 1960.

IVAN H. SEELIG,
Clerk to the Executive Council (Acting).

(M.P. G. 323/56 III (3)).

EXPLANATORY . . NOTE.

(This is not part of the Regulations, but is intended to indicate their general
purport).

These Regulations enable the Census Officer to divide the Colony into districts
and sub-districts for the purpose of taking the census of the Colony. They also pre-
scribe the duties of supervisors and enumerators and the forms to be used in the
taking of the census.