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CENTRAL STATISTICAL OFFICE

MINISTRY OF ECONOMIC PLANNING
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MAURITIUS

1972 HOUSING CENSUS

INSTRUCTIONS FOR CHIEF ENUMERATORS

Introduction

1. The housing census is the principal means of collecting basic housing statistics as part of an integrated programme of data collection aimed at providing a comprehensive source of statistical information for development planning, commercial use, research, etc. In addition to providing essential data, the census also provides a statistical frame for other censuses, surveys and enquiries.

2. In designing the census questionnaire, the recommendations of the United Nations have been followed, as far as possible, to allow international comparability. Where necessary, minor changes have been made in order to bring/the housing problems peculiar to Mauritius. The U.N. Handbook on Housing Censuses has been freely used for the preparation of the notes which follow.

Definition of a housing census

3. A housing census is the total process of collecting, compiling, evaluating, analysing and publishing statistical data pertaining, at a specified time, to all living quarters* and occupants thereof in a country, for the purpose of obtaining information concerning the housing inventory and housing conditions of the population. The census should also take account of homeless persons.

4. The census should provide information on the supply of housing units together with information on the structural characteristics and facilities which have a bearing upon the maintenance of privacy and health and the development of normal family living conditions.

Main objectives of the census

5. The main objectives of the census are :

- (i) to make a complete count of all buildings (except those mentioned in paragraph 1.7) and to collect information on their characteristics;
- (ii) to make an inventory of each residential structure and space used for habitation in non-residential structures;
- (iii) to obtain the names and addresses of all heads of households to facilitate the taking of the population census;
- (iv) to obtain information on the living conditions of the population;
- (v) to draw up a list of all private commercial and industrial establishments and to record the number of persons engaged in those establishments which do not supply information to the Central Statistical Office for the Bi-annual Survey of Employment;
- (vi) to draw up a list of all persons who cultivate land on their own account and/or own livestock for the taking of the census of agriculture.

*"living quarters" is defined in para. 25.

Coverage of the census

6. The census will cover the whole of Mauritius - i.e. the island of Mauritius and the outlying islands of Rodrigues, Agalega and St. Brandon.

Duration of the census

7. The census will commence on the 15th March and should be completed by the 15th May 1972.

Identification of buildings used for industrial and commercial purposes

8. Since, as part of the housing census operation, it is necessary to inquire on all buildings (both residential and non-residential) to ascertain whether they are occupied or not, it will be convenient if, all buildings which are used for industrial and commercial purposes are identified at the same time. The lists of establishments thus obtained will provide the frames for future economic surveys and enquiries.

Relationship of the housing census to the census of agriculture

9. A few questions on agriculture have been included in the questionnaire with a view to identifying agricultural holdings and obtaining information on the keeping of livestock etc. The information collected will provide a frame for the forthcoming census of agriculture.

ENUMERATION AREAS

10. For the purpose of the census, the country has been divided into census enumeration areas, and each chief enumerator (C.E.) will cover the area allocated to him within the time allowed for enumeration.

11. Before starting the enumeration of the buildings, each C.E. must ensure that he knows the precise boundaries of the area allocated to him. At the start, he will be accompanied by his Supervisor for a reconnaissance of his area. IT IS IMPORTANT that each Supervisor ensures that his C.E.s make a complete count of all buildings falling within the scope of the census in their respective enumeration areas. Special care should be taken to avoid the omission or double count of buildings near the boundaries of adjacent enumeration areas.

BUILDINGS

Definition of a building

12. A building is any independent free-standing structure, comprising one or more rooms and other spaces covered by a roof and usually enclosed within external walls. A building may be used or intended for residential, commercial, industrial or agricultural purposes or for the provision of services. It may be a detached dwelling, an apartment building, a shop, a warehouse, a factory, a workshop, a school, a church, etc.

13. In cases where facilities provided by a set of living quarters are located in more than one detached structure, as when a kitchen is in a separate structure and a toilet in another, these detached structures should not be counted as separate buildings but should be considered as forming part of the living quarters. The same applies to small detached structures which may, for example, be used as store-room either by a shop or by a household. No building enumeration number should be given to such small detached structures. However, detached rooms forming part of one set of living quarters should be considered as a separate building and should be given a building enumeration number.

14. A building may therefore contain several sets of living quarters as in an apartment building or duplex; it may be co-extensive with a single set of living quarters or it may be only a part of a set of living quarters - for example, living quarters with detached rooms which are clearly intended to be used as part of the living quarters.

Enumeration of buildings

15. The following must be enumerated :

- (i) all buildings used, at the time of the census, for residential, commercial or industrial purposes or for the provision of services;
- (ii) all buildings intended for residential, commercial or industrial purposes or for the provision of services which are vacant at the time of the census;
- (iii) any shelter which, although not in conformity with the definition of a building, is being used for habitation at the time of the census;
- (iv) buildings under construction.

16. If a building is under construction, the C.E. must encircle item 7 of Section IV B of the census form, in pencil, whatever be the stage of completion of the building. However, before returning his enumeration books to his supervisor, he must call back and complete the enumeration if the building has been completed. If the building is still under construction, he must then encircle item 7 of Section IV B, in ink.

17. The following must not be enumerated:

- (i) all buildings used for agricultural purposes, e.g. buildings for livestock keeping (including poultry), greenhouses, etc.
- (ii) garages when they are not being used for habitation or for commercial or industrial purposes.
- (iii) temporary shelters and improvised housing units that are not occupied at the time of the census.
- (iv) buildings being demolished or awaiting demolition.
- (v) buildings which are uninhabited and totally uninhabitable because of complete dilapidation.

However, if any of the buildings mentioned in (i) to (iii) above is used for habitation or for commercial or industrial purposes, it should be enumerated.

18. It should be remembered that minor detached structures such as kitchens, bathrooms and toilets should not be given a building enumeration number but should be accounted for in the facilities available to the living quarters.

Numbering of buildings

19. A number must be assigned to each building falling within the scope of the census, starting with no. 1 in each enumeration area. The building enumeration number must be written in red with the lumber crayon provided, high enough to avoid erasing by children, and in a conspicuous place in order that it may be spotted easily by the enumerator for the population census. However, care should be taken so as not to spoil the building as this will inevitably irritate its occupants. The C.E. must request the interviewee not to erase the building enumeration number before August 1972.

20. The C.E. must proceed in a logical order in the numbering of the buildings, according to the structure of his enumeration area. For example, if his enumeration area consists partly of a Village Council Area (VCA) and partly of other localities, he must ensure that he follows the boundaries of the VCA and enumerates all the buildings in that VCA before starting the enumeration of the buildings in the rest of his enumeration area. The C.E. must keep in mind that his enumeration area will be sub-divided into 5 or 6 smaller enumeration areas for the population census and should therefore proceed in a systematic way.

21. While numbering the buildings, the C.E. must draw a sketch of his enumeration area showing the roads and lanes and the location of the buildings. Rivers, canals, bridges, etc. and buildings such as schools, temples, churches, cinemas, etc. must be clearly marked. These will serve as landmarks which will prove useful to the enumerators for the population census.

22. When a household* occupies two or more buildings, i.e., a main building and other buildings consisting of either detached room/s or of another set of living quarters, the same serial number as the one given to the main building together with a numerical subscript must be given to the other building/s. For example, if the main building has been given the serial number 125 then the other buildings being used by that household must be given the numbers 125 (1), 125 (2) and so on.

23. In cases where institutions, hotels or industrial establishments consist of several buildings, a different procedure must be adopted:

- (i) For institutions and industrial establishments. A serial number must be given to the main building and the same serial number with a letter subscript to the other buildings, e.g. no. 125, 125A, 125B and so on.

It should be noted, and this is important, that buildings on the grounds of an institution, or an industrial establishment used or intended as a place of residence for a separate household, e.g. the director or an employee, should be given a different serial number.

- (ii) For hotels. A serial number must be given to the main building and the same serial number with a letter subscript to the other buildings used for seasonal occupation. Buildings used as living quarters by members of the staff and their families should be given another serial number.

24. If part of a building housing a hotel, a "pension de famille" for at least 5 persons, or an institution, is being used as living quarters by the manager, an employee, etc., an additional building serial number should be given to the building. In such a case, one building will have two serial numbers: one for the hotel or institution etc., and another for the living quarters and the rest of the building. This procedure is inconsistent with the definition of a building, but it has to be adopted in order to obtain a complete count of living quarters. Such cases are very rare in Mauritius. The necessary adjustments will however be made at the Central Statistical Office to arrive at the correct count of buildings.

*'Household' is defined in para. 38

LIVING QUARTERS

Definition of living quarters

25. Living quarters are structurally separate and independent places of abode. They may (a) have been constructed, built, converted or arranged for human habitation, provided that they are not at the time of the census being used wholly for other purposes and that, in the case of mobile housing units,^{*} improvised housing units and living quarters other than housing units, they are occupied at the time of the census, or (b) although not intended for habitation, actually be in use as such at the time of the census.

Separateness and independence

26. The essential features of living quarters are separateness and independence. An enclosure may be considered as separate if surrounded by walls, fences, etc., and covered by a roof so that a person, or group of persons, can isolate themselves from other persons in the community for the purpose of sleeping, preparing and taking their meals or protecting themselves from the hazards of climate and environment. Such an enclosure may be considered as independent when it has direct access from the street or from a public or communal staircase, passage, gallery or grounds, i.e., when the occupants can come in or go out of their living quarters without passing through anybody else's premises.

27. It is common practice, in urban areas, to subdivide a building originally intended for habitation by one household into smaller housing unit. Such divisions are sometimes effected by inadequate conversions, the most rudimentary being simply the locking of doors between adjacent rooms. Buildings containing such housing units should be given code 3 in Section III of the census form.

Categories of living quarters

28. Living quarters can be classified into two categories :

- (i) Housing units.
- (ii) Living quarters other than housing units.

Housing units

29. A housing unit is a separate and independent place of abode intended for habitation by one household or one not intended for habitation but occupied as living quarters by a household at the time of the census. Although intended for habitation by one household, a housing unit may, at the time of the census, be occupied by one or more households or by part of a household.

30. A housing unit may be :

- (a) an occupied or vacant conventional dwelling.
- (b) an occupied improvised structure.
- (c) any other permanent or semi-permanent building not intended for habitation (e.g. garage) but occupied as living quarters by a household at the time of the census.

* 'Housing Units' is defined in para. 29

31. A conventional dwelling, for the purpose of the housing census, means a housing unit located in a permanent or semi-permanent building and designed for occupancy by one household. It may, however, at the time of the census be vacant, or occupied by one or more households or by part of a household.

32. It should be noted that housing units on the grounds or within the building housing an institution or hotel should be separately identified and counted as housing units.

33. Stables, mills, garages, warehouses and other similar structures which are being used for habitation at the time of the census must be counted as housing units although they have not been built, constructed, converted or arranged for human habitation.

34. Caves and other natural shelters used as living quarters at the time of the census must be counted. They should be specified and given code 5 in Section III of the census form.

Detached rooms used or intended for habitation

35. In cases where there is a main building and one or more detached rooms used or intended for habitation, the following procedure must be adopted :

- (a) Detached room/s with kitchen, occupied by one or more members of the household occupying the main building, should be considered as a separate building, a separate set of living quarters occupied by part of a household.
- (b) Detached room/s without kitchen, occupied by one or more members of the household occupying the main building, should be considered as a separate building, part of a set of living quarters occupied by part of a household.
- (c) Detached room/s with or without kitchen, occupied by one or more persons who do not form part of the household occupying the main building, should be considered as a separate building, a separate set of living quarters occupied by a separate household.

In cases where detached rooms for habitation are vacant at the time of the census, they should be counted as part of the living quarters if they have clearly been built, rebuilt or converted to be used as part of the living quarters. Otherwise they should be considered as a separate set of living quarters.

Living quarters other than housing units

36. This category includes:

- (a) Boarding houses or 'pensions de famille' which can accommodate at least 5 visitors, hotels.
- (b) Institutions (i.e. convents, infirmaries, hospitals, barracks, etc.).

↳ Note : Boarding houses or 'pensions de famille' which can accommodate less than 5 visitors should be considered as housing units ✓

Dormitories

37. Dormitories available to officers on duty (e.g. in police stations, fire stations, clinics, etc.) should not be counted as living quarters.

Household

38. The concept of "household" is based on the arrangements made by persons, individually or in groups, for providing themselves with food or other essentials for living.

39. A household may be either :

- (a) a one-person household, that is, a person who makes provision for his own food or other essentials for living; or
- (b) a multi-person household, i.e. a group of two or more persons who may or may not be related by ties of kinship, but who make common provision (i.e. who share the expenses) for food or other essentials for living. Two families living in a housing unit constitute one household if they have common house-keeping arrangements, but should be considered as separate households if they have separate housekeeping arrangements.

The C.E. may find varying degrees of common housekeeping. When in doubt the following rule should be applied :

If there is any regular arrangement to share at least one meal a day - regard as one household.

CHARACTERISTICS OF THE BUILDING (Section II of the Census Form)

A. No. of storeys above ground floor

40. An attic should not be counted as a storey even if it is occupied but should be counted as room/s* if it is occupied or habitable.

B. Condition (see paragraphs)

C. Use

(i) Wholly residential buildings

41. Buildings used or intended to be used solely for residential purposes should be included in this category. They may be : -

- (a) single housing units; blocks or flats or semi-detached houses, etc., whether occupied or vacant at the time of the census;
- (b) temporary shelters, garages, stables, etc., if they are occupied at the time of the census.

(ii) Partly residential buildings

42. This category includes buildings used partly for habitation and partly for other purposes; for example, a building comprising a shop and the shopkeeper's dwelling or a building used for commercial purposes on the ground floor with flats on the other floors such as 'Merven Flats' in Curepipe or 'Arcades Rittoo' in Quatre Bornes.

(iii) Hotels or institutions

43. 'Pensions de famille' which can accommodate at least 5 visitors are to be included under hotels. Institutions comprise convents, infirmaries, orphanages, hospitals, clinics, old people's homes, prisons, barracks and the like.

* 'room' is defined in para.

(iv) Public buildings

44. The following are to be considered as public buildings : -

- (a) all buildings (even if owned by the private sector) being used entirely by central and local governments, and by semi-governmental bodies or public corporations for either general administrative purposes, or for the provision of social services (except institutions) or for general repair work, e.g. district courts, markets, town halls, social welfare centres, water works offices, maternity and child welfare centres, police stations, experimental stations, etc., buildings used by the Central Housing Authority (CHA), the Cyclone and Drought Insurance Board (C.D.I.B.), the Central Electricity Board (CEB), the Mauritius Housing Corporation (M.H.C.), the Mauritius Sugar Industry Research Institute (MSIRI), the Mauritius Sugar Planters' Mechanical Pool (M.S.P.M.P.), the Sugar Industry Labour Welfare Fund (S.I.L.W.F.) and Family Planning Organisations.
- (b) Buildings such as schools, colleges (government and private), museums, public places of worship, community centres of the S.I.L.W.F., etc.

(v) Commercial buildings

45. These include :

- (a) buildings used entirely for commercial purposes;
- (b) buildings used mainly for commercial purposes and in part for purposes other than residential.

Commerce means wholesale and/or retail trade. Shops, drugstores, tea shops, restaurants, tobacconist shops; hardware shops, etc., are therefore classified in this category.

46. All government enterprises should be classified in category 'Public Buildings'.

(vi) Industrial buildings

47. These include :

- (a) buildings used entirely for industrial purposes (i.e. for manufacturing industries, and as repair workshop) ;
- (b) buildings used mainly for manufacturing purposes and in part for purposes other than residential.

Tailors' workshops, shoemakers' workshops, tea factories, sugar factories, breweries, blacksmiths' workshops, tinsmiths' workshops, milliners' workshops, shirt factories; bakeries, cabinet makers' workshops, etc. fall in this category.

48. All government enterprises should be classified in category 'Public Buildings'.

(vii) Commercial and industrial buildings

49. All buildings which are used equally for commercial and industrial purposes either by the same establishment or by different establishments, e.g. a bakery where cakes are made and sold or a shirt maker's workshop where shirts are manufactured and sold, a shoemaker's workshop where shoes are manufactured and sold, or a building containing several establishments some of which are engaged in manufacturing and others in trade, provided that no part of the building is used for residential purposes.

Warehouses,

(viii) Warehouses

50. For the purpose of the census, a warehouse has been defined as a building used solely for the storage of goods by wholesalers. Docks do not fall in this category but should be classified in the category "Other". Government stores should be classified under "Public Buildings".

(ix) Other buildings

51. All buildings falling within the scope of the census, and which either do not belong to any of the categories mentioned above or about which doubts exist as to their classification, should be entered in this category, i.e. whether they are cinemas, banks, beauty parlours, barbers' shops, solicitors' offices, attorneys' offices, accountants' offices, doctors' consultation rooms, dental surgeries, dry cleaning establishments, etc.

TYPE (Section III of the Census Form)

52. Buildings which were originally intended for habitation by one household but which have now been subdivided into smaller housing units, should be classified as "Other" and coded 3 even if the conversions are inadequate as explained in para. 27 above.

CHARACTERISTICS OF WHOLLY AND PARTLY RESIDENTIAL BUILDINGS
(Section IV of the Census Form)

A. Permanence

53. Straw hut: This category is intended to cover units which have thatched roofs and which are commonly known as "cases en paille", and should not include "campements" with thatched roofs.

B. Year of completion of building

54. The C.E.s will find it useful to remember that :

- (i) 1939 was the year in which World War II started.
- (ii) the year 1960 witnessed two violent cyclones (Alix and Carol) which led to a vast programme of reconstruction.

55. For buildings under construction, reference should be made to para. 16 above.

C. Principal material of construction used

56. Buildings which have walls made of stones with masonry or mortar should be classified under category (b) (i) i.e. "stone, concrete, concrete blocks, bricks".

57. Buildings which have walls made of stones without masonry or mortar should be classified under item (vi) and the word "stones" specified.

FOR ALL LIVING QUARTERS EXCLUDING HOTELS AND INSTITUTIONS
(Section V of the Census Form)

Sub-section A

58. It should be noted that one form should be completed for each living quarter and the C.E. should indicate :

- (i) the total number of living quarters in the building;
- (ii) the serial number of the living quarters under consideration.

B. Ownership

59. This topic refers to the type of ownership of the living quarters themselves and not to that of the land on which the living quarters stand. Information should be sought on whether the living quarters are :

- (i) privately owned (by households, private corporations, co-operatives, housing associations, etc.). It does not matter whether the quarters have been fully paid for, are mortgaged or are being purchased in instalments (hire purchase) from a municipality, a private or public corporation.
- (ii) owned by the public sector (central government, local government, public corporations, i.e. the Mauritius Sugar Industry Research Institute, the Central Electricity Board, the Mauritius Sugar Planters' Mechanical Pool, the Mauritius Broadcasting Corporation, the Sugar Industry Labour Welfare Fund, the Central Housing Authority, the Mauritius Housing Corporation, the Bank of Mauritius, etc.

C. Occupancy

60. The C.E. should enquire from the occupants whether the quarters being occupied are their principal or secondary residence. If the occupants are not present, enquiry should be made from the neighbours as to whether the living quarters are vacant or whether they serve as a principal or secondary residence. Special attention should be given to bungalows i.e. "campements".

61. A principal residence is a housing unit which is the main place of abode of its occupants. If a bungalow is occupied all the year round by the same tenant or by its owner, it should be considered as a principal residence.

62. A secondary residence is a housing unit - very often (although not always) a bungalow - which is either :

- (a) seasonally occupied by the owner, and vacant or rented for the rest of the time; or
- (b) rented, usually on a short-term basis, to different persons.

A housing unit provided by an employer and occupied by a household which usually spends only part of the time there - the rest of the time being spent in a principal residence - should be considered as a secondary residence. However, if the household does not have a principal residence elsewhere, the housing unit provided by the employer must be counted as the employee's principal residence.

63. If a set of living quarters is unfurnished and is not awaiting demolition, then it may be considered as being vacant. The C.E. should indicate in this case, whether the set of living quarters is available for rent or for sale or whether it is under repairs. It should be noted that the state of vacancy applies only to conventional dwellings, since all other living quarters are required, by definition, to be occupied in order to qualify as such.

64. The C.E. should be careful in the case of a furnished set of living quarters which appears to be vacant. He must ensure whether :

- (a) the occupiers are temporarily absent, in which case, the housing unit may be either a principal or secondary residence; or
- (b) the housing unit is available for rent, furnished.

D. Water supply

65. The source of supply of water for the occupants of the living quarters should be indicated in this section. Piped water means water conveyed under pressure, in galvanised iron pipes which are usually fixed. If a household brings water in its quarters by means of a plastic or rubber hose, this is not "piped water inside living quarters". The categories have been classified in a descending order of convenience and hygiene. Only the best source should be indicated.

E. Refuse disposal

66. Information should be sought on the means of refuse disposal available by the occupants of the living quarters. Here also the categories have been classified in a descending order of convenience and hygiene. Only one method (the most common), out of the six outlined, should be indicated.

F. Toilet facilities

67. These are installations for the disposal of human excreta. They fall into the following categories :

- (a) Flush toilet. This is an installation connected to piped water, arranged for humans to discharge their wastes and from which the wastes are flushed by water. A distinction must be made between : (i) the flush toilet connected to the sewerage system and (ii) the flush toilet connected to an absorption pit or septic tank.
- (b) Pit latrine. This is an installation built on a pit. It may or may not be "water seal". The water-seal pit latrine is equipped with a receptacle having a water trap similar to the one used for a conventional flush toilet but without a flushing device.
- (c) Pail. Receptacles removed periodically by a scavenging service.

G. Bathroom facilities

68. A bathroom is an enclosed reserved place where an individual may take a bath in complete privacy. Such a space may be found inside or outside the living quarters. Moreover, running water (i.e. a fixed piped installation) may or may not exist in the bathroom. If a fixed bath or shower installation and a flush toilet are in the same enclosed space, the set of living quarters is considered to have both facilities.

H. Cooking facilities

69. A kitchen is an enclosed space covered by a roof and used solely for cooking or for cooking and eating (office-cuisine). It may be of a rather improvised nature and, in such a case, is considered to be adequate when the user can stand comfortably within its walls. A kitchen may be found inside or outside the living quarters being enumerated.

70. Information must be sought on whether the above-mentioned facilities (i.e. toilet, bathroom and kitchen) are for the exclusive use of the occupants of the living quarters, are shared with the occupants of other living quarters or are non-existent.

I. Principal fuel used for cooking

71. Information must be sought on the main fuel used for the preparation of meals (one indication only).

J. Electricity

72. Information must be sought on whether the living quarters are connected with the mains of the Central Electricity Board.

HOUSEHOLDS (Section VI of the Census Form)

73. In this table, particulars about the households^{*} must be recorded.

Name of head of household

74. The head of household is the person who is acknowledged as such by the other members of the household.

Number of persons, by sex → see "12 b/s"

~~75. Count the persons who normally constitute the household, i.e. those who usually reside in the living quarters being enumerated.~~

Tenure

76. This term refers to the arrangements under which a household occupies its living quarters. Information should be sought on whether the household is :

- (1) the owner - a member of the household owns the living quarters even if the living quarters are being purchased by instalments (hire purchase);
- (2) a tenant - the household rents the living quarters as the main tenant;
- (3) a sub-tenant - the household rents part of the living quarters from another occupant who is the main tenant or owner-occupier;
- (4) occupying the living quarters rent free - the household does not pay any rent at all (free housing is provided by the employer of a member of the household, by a relative or person who does not form part of the same household).

However, if a member of the household receives a house allowance from his employer to cover part or whole of the rent, then the household is considered to be paying for the living quarters it occupies and should be classified as a tenant or sub-tenant, as the case may be.

- (5) Occupying the living quarters under another form of tenure which in this case must be specified, e.g.
 - (i) payment of nominal rent;
 - (ii) government employee paying rent according to salary being drawn;
 - (iii) occupied without permission.

The appropriate code number should be inserted in the 'Tenure' column.

* "household" has been defined in para. 38.

Number of persons by sex

75. For persons in "principal residence", all the persons, even those who are temporarily away from home but still in the country, who usually constitute the household, must be included. Persons, such as visitors; who do not usually form part of the household, must be excluded.

For persons in "secondary residence", only tourists must be recorded in the columns provided in the form. In cases where one or more complete households are occupying a secondary residence, the names of the heads of households and their permanent address must be recorded. The odd persons who form part of another household and who may also be in the secondary residence must not be included, as they will be counted in their respective households by their head of household.

The names and addresses of heads of households in secondary residences must be communicated by the C.E. to his supervisor who will take necessary action.

Rooms

Definition of a room

77. A room is a space in a housing unit or other living quarters enclosed by walls reaching from the floor to the ceiling or roof-covering, or at least to a height of two metres and large enough to hold a bed for an adult. A room which has been partitioned by means of curtains or pieces of furniture should still be counted as a single room.

Number of rooms

78. Rooms for living purposes consist of rooms used for sleeping (a separate count of which must be made), and other rooms used or intended for dwelling purposes, namely, dining-rooms, living-rooms, studies, habitable attics, kitchen-dining rooms and closed verandahs.

79. It should be noted that kitchens used exclusively for cooking, open verandahs, corridors, lobbies (vestibules), bathrooms and toilets must not be counted as rooms.

80. Rooms for professional or business purposes consist of rooms used exclusively for the conduct of an economic activity.

Monthly rent

81. Insert the monthly rent paid by each household occupying the living quarters as tenant or sub-tenant.

82. The total area of living quarters (in square feet) must be given in cases where the average number of persons per room used for sleeping is 3 or more.

COMMERCIAL AND INDUSTRIAL ESTABLISHMENTS (Section VII of the Census Form)

83. An establishment is an economic unit engaged under a single ownership or control in one or predominantly one kind of industrial and/or commercial activity. Establishments may or may not be located in buildings. If an establishment is located in a building, a building number must be given and sections I, II, VII of the census form filled in.

84. If an establishment is located in a structure which does not conform to the definition of building, do not give a building number, but fill in (e) and (f) of section I and section VII of a census form and register the home address of the working proprietor.

85. If a person, e.g. a blacksmith or a stone cutter is working under a tree, not on the premises of his living quarters, fill in (e) and (f) of section I and section VII of a census form and register the home address of the working proprietor.

86. If part of a set of living quarters is being used exclusively for an industrial or commercial activity by one or members of the household occupying the living quarters, section VII of the census form must be filled in for that activity. In that case, the building should be considered to be partly residential and classified under category (ii) of section II C of the census form.

87. If one or more members of a household are engaged in an industrial activity but do not use a room exclusively for that purpose, section VII of the census form must be filled in for that activity. The building should however be considered as wholly residential and classified under category (i) of section II C of the census form.

/more

88. To elicit the information, the following questions should be put to all households :

"Does any member of this household make anything at home for remuneration or for sale ?"

If yes, what product (baskets, 'vacoas tentes', furniture, apparel, etc.)

Persons engaged

89. All the persons engaged in the establishment at the time of enumeration must be included. Include also persons usually employed full-time by the establishment, but who are temporarily absent from work through sickness, accident, holiday or strike.

90. "Working proprietors" means all owners who are actively engaged in the work of the establishment. They must not be considered as full-time permanent employees. However, the manager is a full-time employee and should therefore be classified in category (d) as permanent.

91. "Unpaid family workers" means all persons living in the owner's household and working in the establishment for at least 1/3 of the normal working time and not drawing any regular pay.

VIII. AGRICULTURE AND LIVESTOCK

Parcel

92. A parcel is any land, belonging to a planter, entirely surrounded by land or water of other planters or by land or water not forming part of any other plantation. It may consist of one or more plots or fields.

Metayer

93. A metayer is a planter who cultivates land belonging to another planter, company, partnership or syndicate, on the agreement that part of the annual yield on such land is shared with the owner/s of the land with or without any additional payment in money or money's worth.

CONDITION OF BUILDING (Section II B of the Census Form)

(Refer to page 7 of the notes)

Sound

94. No visible defects or only slight defects that are easily repaired. Slight defects are those flaws which can be corrected during the course of regular maintenance. Examples of these flaws include :

- (1) lack of paint.
- (2) slight damage to porch or steps.
- (3) minor cracks in walls or slabs (i.e. cracks not exceeding $\frac{1}{2}$ mm in thickness).
- (4) loose floor boards, defective doors and windows.
- (5) Defects in fittings generally e.g. broken stay-bars or door handles, broken panes, ill-fitting doors and windows, etc.

Deteriorating/

Deteriorating

95. A deteriorating building needs more repair than would be provided in the course of regular maintenance, such as repainting or nailing down a loose board. The defects in a deteriorating building are more serious than those listed above, but they do not extend over a large area. Examples of such defects include :

- (i) wide spread cracking in walls and floors leading to ingress of water and rusting of reinforcement steel, spalling of concrete.
- (ii) subsidence of foundations resulting in large cracks in walls;
- (iii) rusting of corrugated iron sheets, excessive deflection of floors ;
- (iv) walls out of plumb or bulging out;
- (v) dampness in floors and walls.

Dilapidated

96. A building is dilapidated if its defects are either so critical or widespread that the structure should be rebuilt or pulled down. It is in such a state as would endanger the lives of its occupants. The defects are :

- (i) holes, large open cracks, or rotted, loose or missing material over a large area of the foundations, outside walls, roofs or inside walls, floors or ceilings;
- (ii) substantial sagging of floors, walls or roofs;
- (iii) extensive damage by cyclone, fire or flood.

Filling Section I (Location) of the census form

NOTHING SHOULD BE WRITTEN IN THE BOXES OF THIS SECTION

(a) Geographical district

97. The name of the geographical district must be inserted, e.g. Port Louis, Pamplémousses, Rivière du Rempart.

(b) Census district

98. The number of the census district allocated to the C.E. must be inserted.

(c) Municipal/village council area

99. Where relevant, the name of the municipal council and the ward number of the area being enumerated must be inserted. The names of localities, if any, (e.g. Trèfles, Mont Roches, Vallée des Prêtres) must be inserted under item (e) locality.

100. The name of the village council area being enumerated must be inserted, where relevant.

101. In cases where the locality being enumerated is not in a municipal or village council area [e.g. Rianbel, Le Morne, Staub, Union Flacq, Closel, Mon Songe, Saint Aubin, Union (Daruty)] the word "outside" should be inserted under item (c) and the name of the locality under item (e).

(d) Enumeration area

102. The number given to each C.E. and written on his enumeration books must be inserted under item (d).

(e) Name of locality

103. Insert the name of the locality being enumerated.

(f) Road/street/lane and number

104. The name of the road, street or lane where the building is situated as well as the number which is used for the postal address of the building should be written. This will help the enumerator in identifying the heads of household for the population census.

(g) Building enumeration number

105. The building enumeration number which has been inserted in red on the building must be inserted under this item. Paragraphs 19 to 23 of the notes refer.

106. In cases where a household is occupying two or more buildings, a building enumeration number must be given to each building and a census form filled in for each.

107. In cases where an institution or an industrial establishment consists of several buildings, a building enumeration serial number must be given to the main building and the same building enumeration serial number, with a letter subscript, to the other buildings. In such cases a form must be filled in only for the main building but the building enumeration numbers of the other buildings must be indicated on the form.

(h) Living quarters number

108. In each building containing one or more living quarters a serial number starting from 1 must be given to each set of living quarters.

109. In case of detached rooms forming part of one set of living quarters, the words "detached room" must be inserted instead of a serial number.

110. For living quarters which are vacant, the word "vacant" must be inserted under the item.

111. In cases where the unit being enumerated has no living quarters, the unit should be described, e.g. tailor, shoemaker, tea shop, etc.

(i) Household number

112. The serial number/s of the household/s in the living quarters must be indicated.

113. In cases where one household is living in more than one building, the household number for the main building should be "one (combined)", and, instead of the household number for the other buildings, "part of a household" should be inserted.

Recommendations to the Chief Enumerators

The success of the census depends on the C.E.'s efficiency and on the public's co-operation. The C.E. will have to enlist this co-operation by being very courteous. Before starting the enumeration he must introduce himself as an officer authorised by the Central Statistical Office to collect information for the census, showing at the same time the authority that is printed on the cover of his enumeration book.

He could enquire whether the members of the household are aware of the census taking and ask the head of household or another responsible member of the household to supply the information.

If no one is aware of the census, he should explain very briefly the reasons for which the Central Statistical Office is carrying out a census, i.e., to make a count of the buildings and of the number of persons living in them and to study the living conditions of the population.

It may be useful to tell the interviewee that similar censuses are taken every ten years. The last was taken in 1962.

To win the confidence of the respondent, the C.E. should make it clear that the information supplied by him will be treated as CONFIDENTIAL. No information about named individuals will be passed by the Central Statistical Office to ANY other government department or to any other authority or person. The information will not be used for taxation purposes.

The C.E. should avoid discussions on topics other than those relating to the census.

All heads of household are required, by law, to supply the necessary information for the completion of the census form, but the C.E. should not mention this to the respondent, unless the latter puts the question to him.

In case of refusal, the C.E. should not make threat of any legal action, but should immediately report the case to his supervisor.

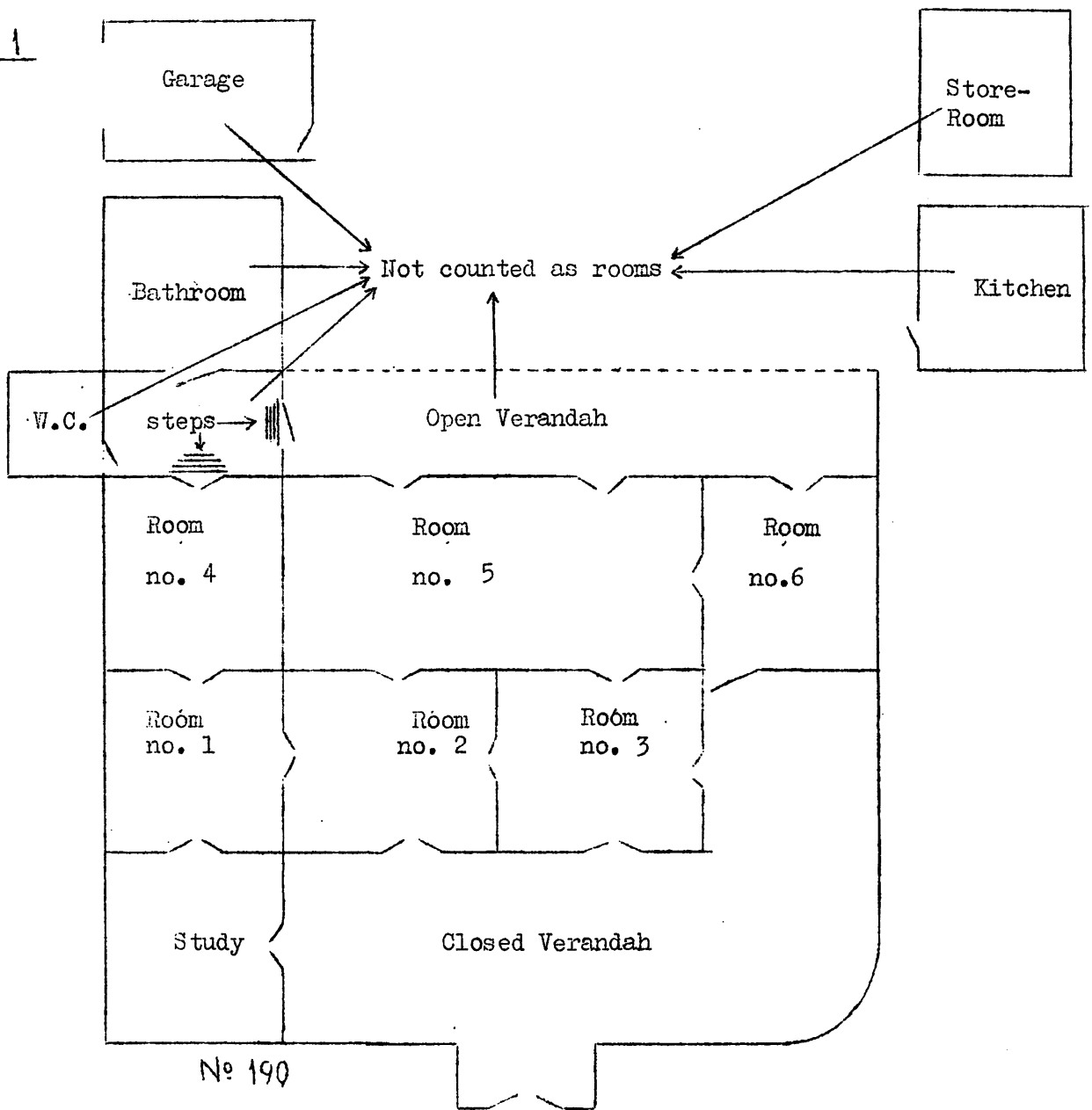
At the end of the interview, the C.E. should thank the respondent for his co-operation and inform him that, at the end of June, he will receive the visit of another canvasser for the population census.

As all information obtained from a household is confidential, the C.E. is bound by law not to disclose to anybody any information thus obtained. He should take care not to show any completed form to any person except his supervisor.

Disclosure of any information collected during the census to an unauthorised person or body is an offence against the Census Regulations. Any person acting in breach of the provisions of these Regulations shall commit an offence and shall, on conviction, be liable to imprisonment not exceeding one year and to a fine not exceeding one thousand rupees.

WHOLLY RESIDENTIAL BUILDINGS

Fig. 1



Note :

No building enumeration number is given to the separate structures : kitchen, store-room and garage.

Total number of rooms for living purposes = 6 rooms indicated +
closed verandah + study
= 8

If the kitchen is used for cooking and eating, the total number of rooms would be 9.

WHOLLY RESIDENTIAL BUILDINGS (Contd)

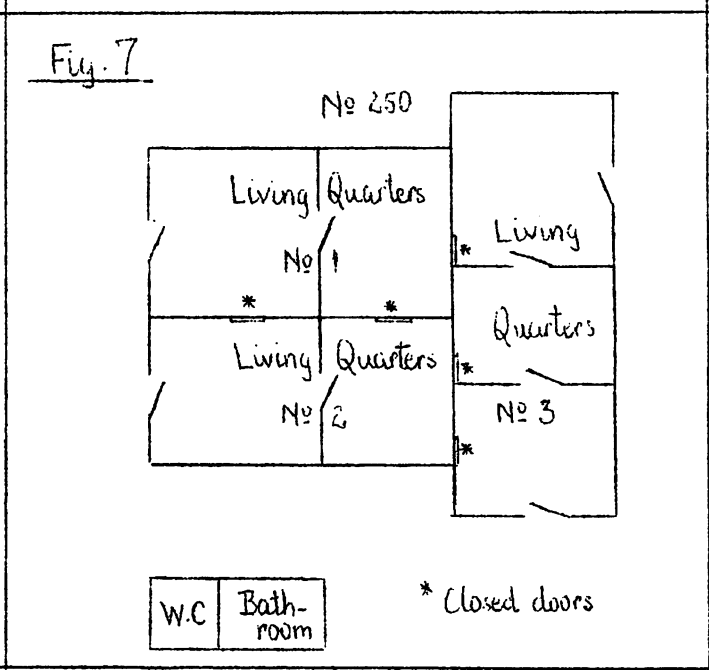
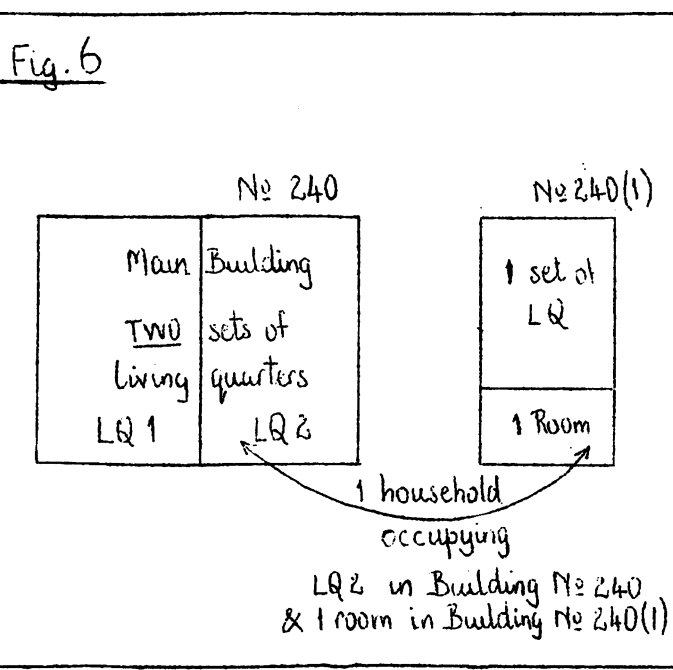
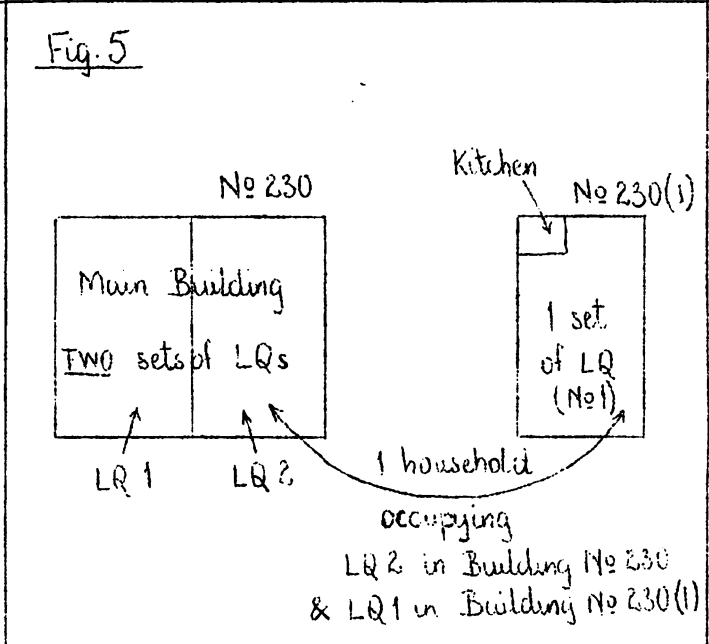
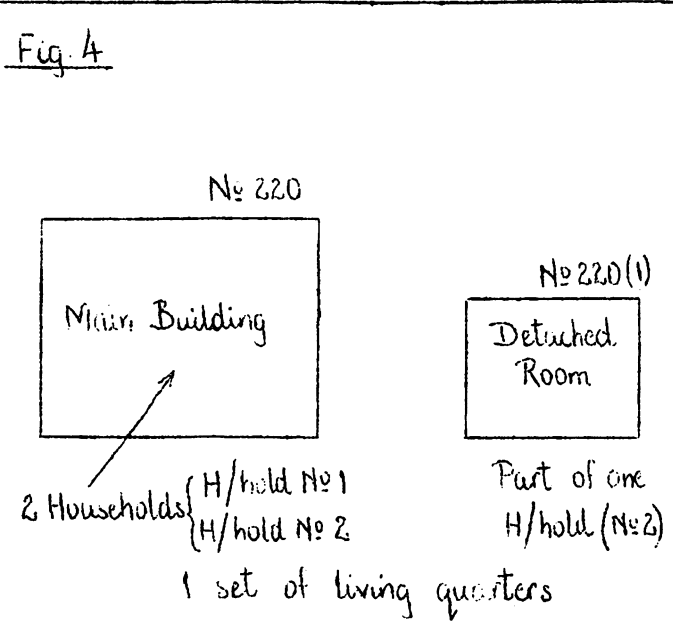
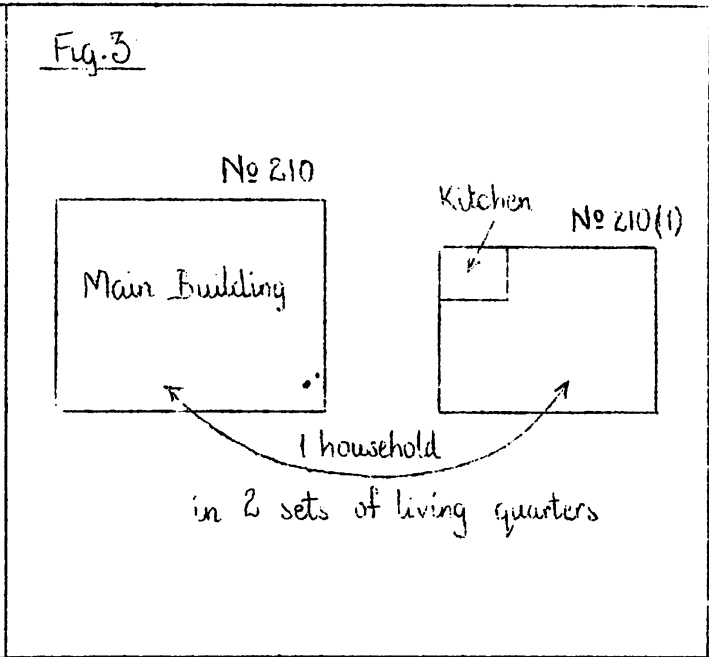
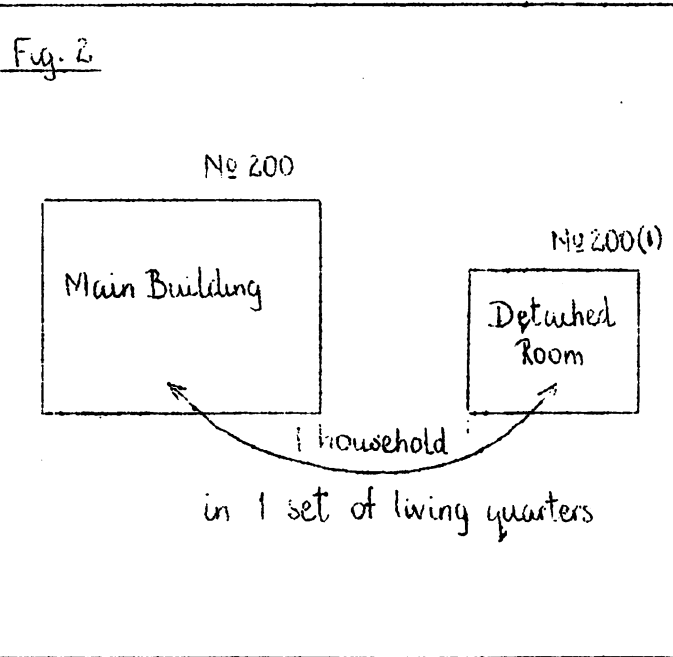


Fig. 8

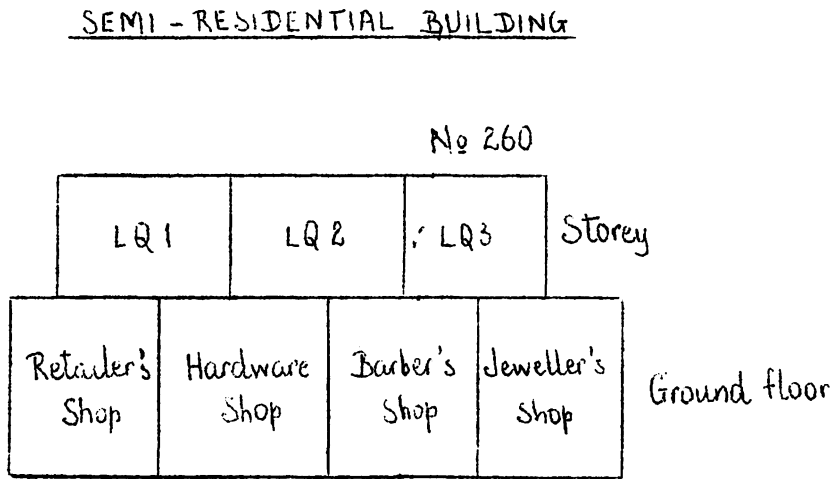


Fig. 9

HOTEL

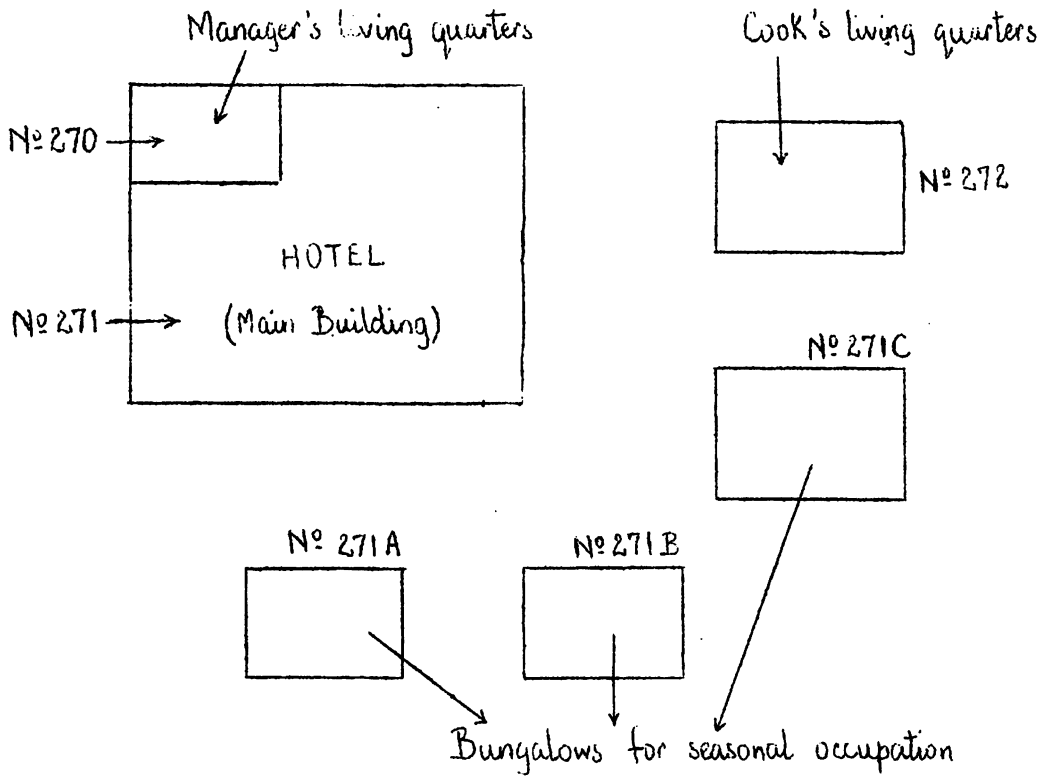


Illustration	SECTION I (LOCATION)			SECTION II (CHARACTERISTICS)	SECTION III (TYPE)	SECTION VI (HOUSEHOLDS)		
	(g) Building Enume- ration No.	(h) Living quarters No.	(i) Household No.	Use	Type	Name of head	No. of persons usually forming part of the household	Total no. of rooms
Fig. 1	190	1	1 (single)	Wholly residential (Code 1)	Code 1	Name of head	Total no. in household	8
Fig. 2	200	1	1 (combined)	Wholly residential (Code 1)	Code 4	Name of head	Total no. in both buildings	Total no. in both buildings
	200 (1)	Detached room	Part of household	Wholly residential (Code 1)	Code 4	Part of one house- hold	-	-
Fig. 3	210	1	1 (combined)	Wholly residential (Code 1)	Code X1	Name of head	Total no. in both buildings	Total no. in both buildings
	210 (1)	1	Part of household	Wholly residential (Code 1)	Code X1	Part of one household	-	-
Fig. 4	220	1	1 (single) 2 (combined)	Wholly residential (Code 1)	Code 4	Name of head Name of head	Total no. for HH 1 Total no. for HH 2 in both buildings	Total no. for HH 1 Total no. for HH 2 in both buildings
	220 (1)	Detached room	Part of household	Wholly residential (Code 1)	Code 4	Part of one household	-	-

Illustration	SECTION I (LOCATION)			SECTION II (CHARACTERISTICS)	Section III (TYPE)	SECTION VI (HOUSEHOLDS)		
	(g) Building enumeration no.	(h) Living quarters No.	(i) Household No.	Use	Type	Name of head	No. of persons usually forming part of the household	Total no. of rooms
Fig. 5	230	1	1 (single)	Wholly residential (Code 1)	Code X 2 or 3	Name of head	Total no. for household.	Total no. in L.Q. 1
	230	2	1 (combined)			Name of head	Total no. for households in both buildings	Total no. for hh in both buildings
	230 (1)	1	Part of household	Wholly residential (Code 1)	Code X 1	Part of household	-	-
Fig. 6	240	1	1 (single)	Wholly residential (Code 1)	Code X 2 or 3	Name of head	Total no. for household	Total no. in LQ 1
	240	2	1 (combined)			Name of head	Total for household in LQ 2 and room	Total in LQ 2 + 1 room
	240 (1)	1	1 (single)	Wholly residential (Code 1)	Code X 4	Name of head	Total no. in LQ	Total in LQ

Illustration	SECTION I (LOCATION)			SECTION II (CHARACTERISTICS)	SECTION III (TYPE)	SECTION VI (HOUSEHOLDS)		
	(g) Building enumeration No.	(h) Living Quarters No.	(i) Household No.	Use	Type	Name of head	No. of persons usually forming part of the household	Total no. of rooms
Fig. 7	250	1	1 (single)	Wholly residential (Code 1)	Code 3	Name of head	Total no. in LQ 1	Total no. in LQ 1
	250	2	1 (single)			Name of head	Total no. in LQ 2	Total no. in LQ 2
	250	3	1 (single)			Name of head	Total no. in LQ 3	Total no. in LQ 3
Fig 8	260	1	1 (single)	Semi-residential (Code 2)	Code 7	Name of head	Total in LQ 1	Total in LQ 1
	260	2	1 (single)	Semi-residential (Code 2)	Code 7	Name of head	Total no. in LQ 2	Total no. in LQ 2
	260	3	1 (single)	Semi-residential (Code 2)	Code 7	Name of head	Total no. in LQ 3	Total no. in LQ 3
Fig 9	270	1	1 (single)	Wholly residential (Code 1)	Code 1	Name of head	Total no. in LQ	Total no. in LQ
	271 (A - C)	Name of hotel		Hotel (Code 3)	Code 9	Name of hotel	Total no. in main building & bungalows	No information
	272	1	1 (single)	Wholly residential (Code 1)	Code 1	Name of head	Total in L.Q.	Total no. in LQ