



CENSUS OF INDIA, 1951.

VOLUME VIII.

PUNJAB SUB ZONE

(PUNJAB, PEPSU, BILASPUR, DELHI,

AND

HIMACHAL PRADESH)

ADMINISTRATION REPORT

PART I.—ENUMERATION.

BY

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1951

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SIMLA.

PREFACE



THE accompanying Report deals with the administrative side of the 1951 Census Operations of the Punjab Sub-Zone. In preparing it, I have followed the pattern of the 1931 Report deleting the portions which were no longer applicable to the Census, 1951.

The Report has been divided into two parts. The first part deals with the stage ending with the Enumeration, announcement of Provisional Totals and the consignment of census slips to the Tabulation Offices as well as the preliminary arrangements made for carrying out The Enumeration. It also includes an assessment of the quality of Enumeration as well as the National Register as ascertained at the stage of Tabulation. The second part deals with the sorting, compilation and tabulation carried out at the Tabulation Offices. It also includes a statement of expenditure incurred in connection with the Census.

It is hoped that the experience narrated in this report will help the officer-in-charge of the Punjab Sub-Zone in the Census of 1961 in overcoming the several difficulties and obstacles which came in my way and impeded the progress of the Census work till they were overcome.

SIMLA :
The 4th September, 1951.

LAKSHMI CHANDRA VASHISHTHA.

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ADMINISTRATION REPORT

ON THE

CENSUS OPERATIONS, PUNJAB, PATIALA AND EAST PUNJAB STATES UNION,
HIMACHAL, PRADESH, BILASPUR AND DELHI, 1951

CHAPTER—I

ENUMERATION

Object of Administration report.

1. This part of the 1951 Census Report has a definite purpose to fulfil. It is written and published mainly to serve as a guide to the Officer at the helm of Census affairs (in the present census, the Officer-in-Charge Census Operations has been designated as Superintendent of Census Operations or Provincial Census Superintendent but this designation may not be found to be quite appropriate in future on account of there being left no Provinces since the 26th day of November, 1949, and also because the word 'Superintendent' hardly conveys the most dynamic part of the duties of this officer in the organizational and directive spheres and only lays stress on the tame part he plays in superintending the Census Operations) in the next decennial Census of 1961 in the areas of Punjab, Pepsu, Himachal, Bilaspur and Delhi States, heretofore known as the Punjab Sub Zone. In addition to this Report, a number of files and other records, details of which have been given in Appendix 'A' to this Report, have been preserved in the Punjab Civil Secretariat Office, Ellerslie, Simla, and their perusal will supplement all that has been given in this Report in regard to the difficulties experienced while carrying out the 1951 Census Operations, steps taken to overcome them, and suggestions to avoid similar difficulties or abate the same in the future Census Operations.

1941 Census Records.

2. In the 1941 Census, Enumeration took place in full, but on account of the exigencies of the World War II, Tabulation was not carried out except on a very limited scale. All the records of the 1941 Census were left behind in the Lahore Secretariat Office as the Government of the East Punjab -- which subsequently came to be known as the Punjab (India)—moved from Lahore to Simla. The records were neither shared nor was any duplication of the same arranged for. This was highly unfortunate, though to a great extent inevitable, as the Census Operations came to the horizon once in ten years and also because there was no provision made to ensure continuity in the census matters in the inter-census period in the undivided Punjab.

3. When, therefore, I assumed charge of my office as Superintendent of Census Operations Punjab, etc., on the 18th January, 1950, at Jullundur in

addition to my duties as Additional Deputy Commissioner, Hoshiarpur, along with my being successor of Shri H. L. Khanna, Excise and Taxation Commissioner, in his capacity of Enumeration Commissioner, Punjab, I was in a great quandary, for there were no papers relating to the preceding Census available. I had, therefore, to start so to say from scratch. A few files pertaining to some aspects of the 1941 Census Operations, I borrowed from the Municipal and District Offices of Hoshiarpur, just to enable me to make a start. Later on a typed copy of the Administration Report of 1941 Census, I got from the Office of the Census Commissioner for India when I went to New Delhi in connection with the Census Conference held there on 23rd February, 1950. A copy of the Administration Report by the Census Commissioner for India, I got from the Punjab Civil Secretariat in March, 1950. Subsequently in August, 1950, copies of mine files of the 1941 Census were received from the party deputed to work at Lahore in connection with the duplication of Partition Records.

Establishment of Census Office.

4. The Main Census Office was located at Jullundur on the 19th January, 1950, in two rooms of a barrack (part of the buildings housing the Rehabilitation Secretariat) given on loan to the Census Department through the courtesy of the Rehabilitation Department and its Deputy Secretary (Administration). The official who was working as stenographer to me in my capacity as Additional Deputy Commissioner, Hoshiarpur, and one of the peons who was serving under me in the Rehabilitation Department volunteered to serve in the Census Office and so a modest beginning was made in starting the main office by securing their services. An official serving as a Deputy Superintendent in the Rehabilitation Secretariat was earmarked as Office Superintendent though he actually joined the office on 2nd May, 1950.

5. Furniture was taken on loan from the Rehabilitation Department till it was got locally prepared. Stationery was indented with the Controller of Stationery and Printing, Punjab, Simla, through the Secretary to Government, Punjab, Health and Local Government Departments who was also the Secretary dealing with Miscellaneous Departments including Census. Gradually other office hands were added and in 1951 at the time of enumeration, the

office strength was as shown below :—

Office Superintendent since 2-5-50	Pay and grade of Deputy Superintendent Rehabilitation (Rs. 150—10—200/10—300 plus Rs. 50 special pay) plus 20 per cent increase thereon.
Stenographer since 1-5-50	Pay and grade of Stenographer to Additional Deputy Commissioner (R) (Rs. 100—5—150) plus 20 per cent increase thereon.
Assistant since 30-5-50	Pay and grade of Assistant in the office of the Additional Deputy Commissioner (R) (Rs. 80—5—150) plus 20 per cent increase thereon.
Upper Division Clerk since 23-7-50	Government of India scale of pay and grade for Upper Division Clerk (Rs. 80—5—120/EB—8—200—10/2—220).
Typist since 19-1-50	Government of India scale of pay for Lower Division Clerk (Rs. 55—3—85—4—120—5—130.)
3 Lower Division Clerks since 7-6-50, 13-6-50, and 21-7-50	Government of India scale of pay and grade of Lower Division Clerk (Rs. 55—3—85—4—100. One was also allowed 20 per cent increase thereon as he was a permanent Government employee serving in the office of Additional Deputy Commissioner (Rehb.) Rohtak, before).
Jamadar ...	Rs. 35—1—50
2 Orderlies ...	Rs. 30— $\frac{1}{2}$ —35
2 Office peons	Rs. 30— $\frac{1}{2}$ —35

} According to Government of India scale and pay for Jamadar and peons.

Preliminaries of Census Operations.

6. In order to settle the preliminaries of Census Operations, on 10th February 1950, for a fortnight, I undertook a swift tour of all the districts of the Punjab (except Ferozepore) combining Census with Rehabilitation work. At district headquarters, I met the selected officers specially invited to a meeting and discussed the broad aspects of the Census with the Deputy Commissioners, and searched for the instructions and Procedure Codes of the 1941 Census.

Non-synchronous Census.

7. Kulu was reached in the evening of 14th February when it was raining and the cold wave was in full swing and the mercury had dropped very low—below zero. As I woke up on the following morning all the hills round about Kulu green with verdure and trees were found covered with a white mantle of snow. Lahaul and Spiti of Kulu Sub-Division were the areas where non-synchronous Census had been taking place in the preceding Censuses. This visit, more than anything else, brought home to me that winter was the

most unsuitable time for Census-taking in the Kulu Sub-Division, and hence Census Operations were so timed and conducted in various parts of the Sub-Division as to conclude before the end of December, 1950. Some parts of the rest of the Kangra District had non-synchronous Census taken in September and October, 1950. Mandi district had the areas known as Chohar, Badar, Uttarsal, Seraj, Maidangarh, Sanor, and Dhangyara similarly earmarked for non-synchronous Census and so also Brahmaur and a few *pargnas* of Chamba tehsil adjoining it, as well as Pangi and Lahaul tracts of the Chamba district, and Upper Mahasu of the Mahasu District. The following statement shows all the areas which came under non-synchronous Census in the Punjab Sub-Zone :—

Name of District	Name of non-synchronous tract	Census Operations	
		Commenced	Concluded
Punjab			
Kangra	Bara Bhangal	8-9-50	28-9-50
	Kothi, Kohar and Sowar	9-10-50	28-10-50
Kulu Sub-Division			
	Spiti	1-9-50	20-9-50
	Lahaul	23-9-50	30-9-50
	Rest of Kulu Sub-Division	11-11-50	30-11-50
Himachal Pradesh			
Chamba	Pangi Sub-Tehsil	1-9-50	15-9-50
	Brahmaur Sub-Tehsil	16-9-50	4-10-50
	Pargna Lihl, Piuhra and Bassu	16-9-50	4-10-50
Mahasu	Upper Mahasu comprising Tahsil Theog, Rampur and Jubbel Sub-Division.	5-10-50	19-10-50
Mandi	Chohar, Uttarsal, Seraj, Badar, Sanor, Maidangarh, Dhangyara.	15-11-50	25-11-50

Reference Date of 1951 Census and Period of Enumeration.

8. Government of India (Ministry of Home Affairs) Notification No: 2/26/49 (I)—Public, dated New Delhi, the 12th January, 1950, declared that a census of the population of India was to be taken during the year 1951 and fixed sunrise on 1.3.51 as the reference date of the 1951 Census. In order that population count and collection of other collateral data be done with thoroughness and accuracy, under

effective supervision, the period of enumeration was extended over 20 days starting from the 9th February, 1951, and ending with sunrise of the 1st March, 1951.

Final Check.

9. 1st, 2nd and 3rd March, 1951, were fixed as dates for Final Check. In the Himalayan tracts mentioned above, Enumeration from 9th February, 1951, to 1st March, 1951, was out of the question for most of those areas became snow-bound and closed to the outside world on account of the passes providing access to them getting impassable due to fall of snow as early as the end of September or the beginning of October, and continued as such till the end of following April when snow generally would start melting and the passes would begin to permit crossing or resumption of traffic.

10. Some of the parts of the Gurgaon district, and the Morni Ilaqa of the Ambala district used to have Census taken during day time while the general rule was that the Census be taken at night, and this was being done because of the wildness of the countryside and danger from the wild beasts. In the changed circumstances of enumeration of the 1951 Census, the general rule was that work be done in two rounds—one in the forenoon and the other in the afternoon—during day-time and hence what was an exception in the 1931 Census and the Censuses preceding it started working as a general rule in 1941 and found itself firmly accepted and acted upon in 1951.

Prevention of double enumeration of people of higher hills migrating to lower hills in winter.

11. Most of the inhabitants of the above mentioned Himalayan areas start migrating to lower hills before the snow begins to fall and while a few get seasonal employment in some towns or on some works, the others keep on moving from place to place in search of grazing grounds, with their flocks of sheep and goats and herds of cattle and their watch-dogs. To prevent double enumeration of such people, instructions were issued to the Deputy Commissioners whose districts they were likely to frequent that as they had generally been enumerated before they left their homes, they should not be enumerated during the normal enumeration period unless and until it was made absolutely certain that they had escaped enumeration which was held in the high hills as a part of the operations of non-synchronous Census.

Supply of enumeration pads, forms, enumerators' booklets of instructions in areas of Non-synchronous Census.

12. Special attention had to be paid to ensure supply of Enumeration pads to these areas well in advance of the dates of Enumeration, as well as of booklets of instructions for enumerators, sets of lectures designed to train the enumerators, supervisors and charge superintendents, various forms including

forms of National Register of Citizens and paper required to write it on. Tours to these areas were specially undertaken in the months of May to August with a view to help the local Census authorities in completing arrangements in regard to the selection of census workers, their training into Census duties, as well as creating confidence in them to bring to a successful close the task entrusted to them by having practice slips filled in by them and explaining to them the correct method of filling the census slips by pointing out, with reference to slips filled, the defects which had been noticed therein.

Touring in high hills specially difficult and strenuous.

13. Touring in these high hills is a difficult affair. Apart from the unescapable and unavoidable physical strain which a tour of inspection conducted either through walking or riding along the narrow and uneven paths full of steep ups and downs must entail, at times—though rare and extraordinary—one is actually placed in a predicament likely to involve serious risk to life as well as severe physical hardships.

14. My second tour of inspection to Chamba was made in the month of August. This was made with a view to ascertain the progress made in house-numbering and in carrying out the Census of Small Scale Industries, as well as to judge the standard of efficiency achieved by the selected census workers as a result of training imparted to them and scrutinize the preliminary arrangements made for carrying out the non-synchronous census in the Brahmaur, Pangi and Lahaul areas of the Chamba district.

15. Chamba was reached on the afternoon of 26th August 1950 in car. On the following day, in clear weather, journey for Brahmaur was started on horses, leaving the car behind in Chamba. Horses had to be abandoned onward Rakh when in attempting to cross the river Ravi by a wooden bridge one of them refused to move further. Walking on foot was started. Brahmaur was reached on 29th August 1950 without any further trouble after a night's stay at Durgaithi. The return journey from Brahmaur was started on 3rd September 1950 when it was raining. The party got divided into two batches. The advance party reached Durgaithi Rest House in the evening. The followers carrying the beddings and the supplies etc. got stranded on the way. The weather had become extraordinarily chilly on account of stormy and squally winds and rain. Covering ourselves with home-made *lois* provided by the village official in-charge of the rest house, eating whatever scanty food he could manage to gather, drawing additional warmth from the fire lit up in the fire-place, the advance party passed the night in whatever small comfort could be had in the above mentioned circumstances. Non-stop rains continued throughout the night. The river got swollen. The second batch reached Durgaithi on the following

morning. The day's journey for Churi was commenced in the morning during a very heavy down-pour. A few miles from Durgaithi revealed an unnegotiable gap created as a result of continuous heavy rains in the narrow path, running along the edge of the swollen river, which had been cut out of the mountain side. Going back to Durgaithi was unthinkable and so was attempting to bypass the gap by the river. The only course left open was to clamber up the wet and slippery mountain side although it involved risk of one's life through one's losing one's footing and balance of body, getting hurled down into the river and being thus swept away by its tumultuous and swift current of being struck by some loose stone falling off the mountain side with fatal results. It was with a tremendous difficulty that a detour was made along the mountain side first by a stiff scramble up its side followed by a cautious climbing down so as to reach the other side of the gap. Loose stones did slide down but as our great good luck would have it, only when the climbing down had finished just a few seconds before and thus to our great relief what might have resulted into a great mishap was averted. One of my men, a member of the rear party, lost his balance while passing over the above mentioned mountain side and had his life saved through the timely assistance rendered by a mountaineer peon of the Revenue Assistant, Chamba, whose example, courage and assistance enabled the advance party to pull through the period of unusual stress and strain.

16. Onward Gohra a bridgeless hill torrent in high flood barred our progress. An improvised bridge by placing two rafters side by side high above the flood-level of the torrent on raised sides to serve as supports and a rope to tied to one end of the rafters held waist high and parallel to the rafters so that a person passing over them (rafters) could secure a firm footing and balance of body on them by catching the rope, enabled us to overcome this difficulty. Travellers who had been waiting for several hours on either side of the hill torrent and whose prospects of being able to cross it, so long as the rains continued and the flood of the torrent remained unabated, were bleak and remote, were glad to cross it with the help of the above mentioned device planned and executed by a village Chaukidar, Mohan Das by name.

17. Many land slides damaging the narrow way passing along one of the edges of the river were met with in our onward journey till Chamba was reached.

18. The road from Chamba to Banikhet had suffered terribly. Not only all traffic (vehicular or otherwise) had stopped, but also there hardly was any prospect of its resumption in the near future. In view of heavy rains and interruptions of communications, plans to go to Chauraha, Pangi and Lahaul had to be abandoned. The car had to be left behind in Chamba and as subsequently more floods came in the river as a result of continuous heavy rains of 16th, 17th and 18th September, the through resumption of vehicular

traffic on the Chamba-Banikhet Road could only be brought about in the end of March, 1951, after a heavy expenditure of about a lac of rupees incurred on repairs and new diversions at places where repairs were impossible. The car could be taken out of Chamba and brought back to the Punjab only after eight months on the 1st of April last.

19. The tour programme to Lahaul and Spiti (Kulu Sub-Division) in September had to be dropped on account of several breaches caused in the road between Kulu and Manali. The programme for Rampur Bashahar and Chini via Banjar had to be abandoned after vain waiting for three days at Banjar that rains would cease and weather would get clear and the road to Narkanda would be found usable.

Preliminary steps connected with the establishment of higher Census Agency. Appointment of District Census Officer, Sub-Divisional and Tehsil Census Officer, Municipal and Cantt : Board Census Officers.

20. My first letter dated 4th February 1950 apprised the Deputy Commissioners that 1st March, 1951, was the reference date of the forthcoming (1951) Census and that they should start taking preliminary steps for ensuring success of the Census Operations. In pursuance of the suggestions contained in this letter, in each district, the Revenue Assistant to the Deputy Commissioner was appointed as the District Census Officers and made responsible for the day-to-day performance of the Census work in the district under the general control of the Deputy Commissioner. The Tehsil Officers were appointed as Tehsil Census Officers, Sub-Divisional Officers as Sub-Divisional Census Officers, the Secretary of a local body or Executive Officer, Cantonment Board as Municipal or Cantonment Board Census Officer.

Military and Railway Census Officers.

21. Military Census Officers to deal with strictly Military Areas, and Railway Census Officers to deal with the population of railway employees residing within railway premises--were likewise got appointed. The Military and Railway authorities made these appointments in pursuance of the directives issued to them by the Defence Department and the Railway Board respectively.

Assistant Superintendent Census and Superintendent of Census Operations, Patiala.

22. The Patiala Durbar appointed an Assistant Superintendent Census (Government Resolution No. H-17 dated Patiala, the 20th September, 1949) and after integration of the Patiala Durbar with the other States, the Assistant Superintendent Census was kept on and the Election Commissioner was entrusted with the supervision of Census work in addition to his own duties and designated as Superintendent of Census

Operations, PEPSU, vide Government of India Notification No. 2/12/51-Public, dated the 8th March, 1951 (He took over on 3rd October 1950, forenoon).

Superintendent of Census Operations, Himachal.

23. In Himachal Pradesh, the Director of Civil Supplies was given additional charge of the office of the Superintendent of Census Operations.

Census Officer, Bilaspur.

24. In the Bilaspur State, the Land Acquisition Officer, Bilaspur, was invested with the powers of Census Officer and placed in charge of the Census Operations of the State in addition to his own duties and these powers were notified vide No. Hom (k)-8/II/132/50, dated the 2nd December, 1950.

Deputy Superintendent Census, Delhi.

25. In the Delhi State, the services of a whole time senior P.C.S. Officer of the Punjab State spared by the Punjab Government for deputation with the Government of India, were utilized for the carrying out of Census Operations (Government of India, Ministry of Home Affairs, letter No. 2/28/50 Public, dated the 13th July, 1950, sanctioned the appointment of the Deputy Superintendent Census, Delhi, with effect from 15th May, 1950). He was to represent the Deputy Commissioner, Delhi, in regard to the Census work and was to be responsible for the carrying out of Census Operations in both the rural and urban areas of Delhi. He was to be designated as Deputy Superintendent of Census Operations with headquarters at Delhi.

26. A Provincial Civil Service Officer was appointed as Personal Assistant to me but the appointment had to be terminated after 22 days for reasons of economy.

Conferring of powers as Census Officers on Deputy Commissioners, Sub-Divisional Officers, Extra Asstt Commissioners, Tehsildars and Naib Tehsildars in the various units.

27. The Deputy Superintendent Census, Delhi, was placed in-charge of the work of supervision of Census Operations in the Ambala Division. I kept the Jullundur Division, the State of Bilaspur, Himachal Pradesh and Patiala and East Punjab States Union under my direct supervision, while I helped in the carrying out of the Census Operations in the rest of the areas of the Punjab Sub-Zone by exercising an over-all supervision. The Deputy Commissioners in the Punjab, Assistant Commissioners or Extra Assistant Commissioners in-charge of Sub-Divisions Assistant Commissioners or Extra Assistant Commissioners serving as Revenue Assistants to the Deputy Commissioners in the Punjab were conferred the powers of Census Officers under Section 4 (2) of the Census Act, 1948, within their respective districts

(within their Sub-Divisions in the case of Assistant Commissioners or Extra Assistant Commissioners in-charge of the Sub-Divisions) vide Punjab Government Notification No. 1876-LG—50/11-5028, dated the 20th April, 1950. Similarly powers of Census Officer were conferred on the Administrator, Simla, within his administration under the said Act. All the Tehsildars and Naib-Tehsildars in the Punjab State were notified as Tehsils Census Officers under Section 4 (2) of the Census Act, 1948, within their respective circles in their tehsil vide Punjab Government Notification No. 8379—LG (A) -- 50/11-10242, dated the 18th December, 1950.

28. All the Deputy Commissioners within their respective districts, all the Assistant Commissioners in-charge of Sub-divisions within their sub-divisions and all the Assistant Commissioners (Revenue) within their respective jurisdiction were conferred the powers of Census Officers under section 4, sub-section 2 of the Census Act, 1948, by the Patiala and East Punjab States Union vide Notification No : 113 dated the 29th May, 1950. Similarly all Tehsildars and Naib Tehsildars were notified as Tehsil Census Officers within their jurisdiction by His Highness the Rajpramukh of the Patiala and East Punjab States Union vide Notification No : 56 dated the 5th February, 1951.

29. In the Himachal Pradesh the Deputy Commissioners were designated as District Census Officers in the areas within their jurisdiction and were delegated powers under section 4 sub-section (4) of the Census Act, 1948 (Act No : XXXVII of 1948) to appoint Census Officers within their districts under sub-section (2) of the said section. In view of these delegated powers to the Deputy Commissioners the Revenue Assistants were appointed as Census officers in each district (in sub-divisions, Sub-Divisional Officers also).

30. In the Bilaspur State, as already mentioned above, the Land Acquisition Officer (Shri Sohan Singh) was appointed as Census Officer for the State, while the Tehsildars and the Naib Tehsildars as the Tehsil Census Officers in their respective tehsils.

Other preliminary matters.

31. File No. 1/1/00/9 was started. All the Deputy Commissioners in all the States of the Punjab Sub-Zone and the Chief Commissioner, Bilaspur, were addressed on 3rd June, 1950, to supply necessary information in regard to places to be treated as cities and towns as well as those to be deleted from the lists of towns and cities prepared at the time of the preceding Census.

32. File No : A/4/00/68 was started. All Deputy Commissioners were addressed to supply information regarding transfer of territory inter-se the States of the Punjab-Sub Zone as well as with neighbouring States

of Rajasthan, Uttar Pradesh etc. on 14th August, 1950. This information was asked for in order that work of adjustment of past census figures could be done.

33. The Surveyor General of India was written to supply figures of area of districts comprising the various states of the Punjab Zone on 14th August, 1950 (File No : A/4/00/68).

House numbering and preparation of house lists.

34. In January, 1948, in a meeting held at the Civil Secretariat, Jullundur, the late Mr. Yeatts, advised the Punjab Government as below :—

(i) Census Operations should follow a complete enumeration of houses and dwellings,

(ii) a list of such houses and dwellings be kept as a public document and a part of the Provincial Record,

(iii) there should be a separate number for each house, in case a house had a number of dwellings, each dwelling should bear a separate number,

(iv) the lists prepared will be kept up-to-date through the Revenue Department and Revenue Staff in rural areas and Excise and Taxation Department in Urban areas,

(v) additional information regarding head of household, means of livelihood, total number of residents (males, females and adults) refugees or otherwise be also collected,

(vi) an Ordinance should issue to provide legal cover for preparation of house lists and the collection of necessary details.

35. On 12th April, 1948, Act No. XXIV of 1948 (The East Punjab Enumeration of Dwellings Act) was published in the Punjab Government Gazette and this furnished necessary legal cover for house-numbering and preparation of house lists.

36. No start in regard to house-numbering or preparation of house lists could be made till I issued my letter No. 176-C/CS, dated the 13th February, 1950, from Camp Dharamsala, where I had gone on my first tour in connection with the Census. The details of information to be collected in the house-lists were simplified by me.

37. In 1948, the Rehabilitation Department of Government of India had an elaborate Census of the displaced persons taken in the Punjab Sub-Zone as well as in other areas. The questionnaire covered the district of origin as well as means of livelihood and hence the collection of details in the houselists in regard to means of livelihood and origin of displaced persons was dropped.

House-lists.

38. The house-list form was confined to the collection of details regarding the house number, the

head of the household, total of persons living in the house and number of adults and non-adults therein. To begin with non-adults were classed as those who were 14 years of age or below. But in view of the decision taken at the Delhi Census Conference (end of February, 1950), a person's being below 21 made him fall into the category of non-adults.

Village and town plans.

39. Two basic things must be accomplished in order to carry out enumeration successfully; firstly numbering of houses and secondly a regular or maintained house-list. A third thing which I regard as extremely helpful for carrying out numbering of houses, and actual enumeration, is a plan (to scale or not to scale) wherein houses of the town or village concerned should all be shown along with their numbers and roads, streets and bylanes be exhibited, as well as important public places viz. school, hospital, temple or gurdwara or mosque. In the 1951 Census, in all the evacuee villages in the Punjab State, as well as in some of the non-evacuee villages of the Ambala Division, in all the villages and towns of Patiala and East Punjab States Union, maps (to scale or not to scale) were got prepared. It is suggested that in the next Census, non-scale maps or maps to scale be got prepared for the *abadis* of all the villages and towns.

40. The enumerator should be supplied that part of the plan wherein houses falling in his charge appear. The supervisor should be supplied copies of the plans of all the charges of the enumerators he is required to control. The Charge Superintendent should have a copy of the plan relating to all the enumerators' charges.

Permanent House Numbers.

41. In the rural areas, the village Panchayats or the District Board, and in the urban areas, the local bodies, should be made responsible for having permanent numbers affixed to the houses lying in their areas as well as proper maintenance thereof, and keeping upto-date the house lists in regard to all such areas. Appropriate rules framed under the Indian Census Act could fix responsibility for all this work on Panchayats, District Boards or local bodies. The method of house-numbering should also be clearly laid down in the rules.

Continuous Series system.

42. Villages, generally speaking, were numbered in a continuous series starting from North or East of the village and ending with South or West, taking every right hand turning and numbering as one went along.

Street System.

43. House-numbering, in some urban areas, was done according to the 'Street System'. The streets were got numbered or named. The house

numbering would start from the North or East of the main thoroughfare of a ward and go down Southwards or Westwards, numbering dwellings on the right by odd numbers and on the left by even numbers to the end of the thoroughfare. Each turning to the left or right was pursued and houses falling to the right given odd numbers and those to the left even numbers.

44. Patiala furnished the best example of an urban areas wherein numbering was done wardwise, and according to the 'Street System'. The ward plans were got prepared according to scale.

Completion of stages of house-numbering and preparation of house lists in Urban areas.

45. The stages of house-numbering and preparation of house lists were scheduled, according to the calendar of Census issued under my letter No. 176-C/CS, dated the 13th February, 1950, to be covered by the end of March, 1950, in the urban areas but the calendar could not be adhered to, and in most of the urban areas these stages were over by the end of June, 1950. A few urban areas, however, took even a longer time to complete these stages. In one of the urban areas viz, Jullundur City, these stages could just be got completed before the Enumeration started by deputing a band of selected patwaris from the Revenue Staff of the district and this incidently proved the truth of the saying that there is always a shadow under the lamp.

Completion of stages of house-numbering and preparation of house lists in rural areas.

46. In rural areas some of the work (relating to completely evacuee villages, as well as partial evacuee villages) was completed in February-March, while in the rest of the rural areas, it was finished by the end of August last. In September heavy rains in some of the district of the Punjab and Pepsu—Jullundur, Amritsar, Ludhiana, Gurdaspur, Hoshiarpur and Patiala—necessitated a revision of house-numbering and house lists as many houses collapsed due to floods and heavy rains.

47. In urban areas of Delhi, I wanted houselists to be got prepared through the staff engaged in the preparation of voters' lists, but this could not materialize as it was apprehended that the preparation of voters' lists due to finish by a fixed date might get delayed in the Delhi State and thus prove to be a stumbling-block in the carrying out of the All-India Election programme. At one time it was thought that a part of the National Register of Citizens for Delhi urban areas be got prepared in September-October or earlier, but this idea also had to be dropped for no unpaid workers were available to carry out this job. Ultimately the preparation of house lists in the urban areas of Delhi had to be dropped. New Delhi Municipal Committee, however, went in for the preparation of houselists at a later stage, realizing that in order to make workers acquainted with the citizens

and the houses in their circles or areas, preparation of houselists afforded an admirable opportunity and by his having been possessed of a house list, the chances of missing an occupied house on the part of a worker were greatly minimised.

48. The Old Delhi Municipal Committee had a register of property prepared in which houses numbered had all been entered in a serial order. Extracts from this register were supplied to the enumerators at the time of enumeration.

49. The figures of occupied houses and the population living therein ascertained at the stages of housenumbering and preparation of houselists are given in appendix 'B'.

50. It was suggested to the Government of Patiala and the East Punjab States Union that a legislation on the lines of the East Punjab Enumeration of Dwellings Act be adopted by the Union.

51. The Law Department of the Union was somewhat sceptical of the competence of the Punjab Legislature to enact the above mentioned legislation.

52. The Punjab Government, on a reference made by me, had the position re-examined through its own Law Department, and even had consultation with the Ministry of Law of the Government of India. As a result of all these deliberations, the East Punjab Enumeration of Dwellings Act was declared as being not *intra vires* the Provincial Legislation. Its provisions thus became inoperative. The provisions of the India Census Act (passed by the Central Legislature) were, however, reaffirmed as being quite adequate for having all house-numbering operations carried on.

53. It was further indicated that the question of maintaining of house-numbering during the inter-census period had been engaging the consideration of the Government of India. In view of the illegality of the Enumeration of Dwellings Act, steps being taken to frame rules regarding house-numbering under it, had all to be abandoned and the Pepsu Government was intimated that it was un-necessary for it to pass an Act similar to the impugned Punjab Act.

Census Questionnaire.

54. One very important result of the Delhi Census Conference was to give a final shape to the interrogatories to be adopted for eliciting census information from the people of Indian Union at the time of Census taking in 1951. The number of questions was kept at 14 as before, it was left to the State Governments to adopt any question as Question No: 13 which the State Government regarded as suitable for carrying out an enquiry, it wished to make, provided that it did not relate to caste.

55. Questions 9, 10 and 11 relating to economic status, interlinked as they were, were put one after the other in proper sequence and a sound and clear definition of a 'Self-supporting person' was agreed upon. It was further decided that if a person had more than two means of livelihood, all except the first two be disregarded. The one which provided the largest source of income should be recorded as the Principal Means of Livelihood and the one next to it, from the point of view of income, as the subsidiary means of livelihood.

56. It was further agreed that contractions be brought into greater use. It was, however, left to the Superintendents of Census Operations to use a numeral or first letter of words used as contractions. In consonance with the spirit of the Constitution of India, it was further decided that words "Special Groups" should replace the words "Special Community" and castes be noted down only in regard to backward classes or if the list of such classes was a long one in regard to non-backward classes.

57. The Punjab State decided to utilize Question No. 13 for ascertaining the details regarding un-employment. The question was framed as below :—

Are you unemployed since 9th February, 1951? If so, give reasons.'

For unemployment on account of age or infirmities abbreviation '1' was to be used while '2' and '3' were to be used to denote unemployment for want of training or skill or want of resources. Any other reasons were to be briefly noted in the space meant for reply to question No. 13, which was split up in two parts, in the first part 'yes' was to be used for an unemployed person, and in the second part reasons for unemployment were to be given. Unemployment question, as question No. 13 was adopted by all the units of the Punjab Zone.

Booklet of Instructions for Enumerators.

58. A Model Booklet of Instructions for Enumerators was prepared by the Census Commissioner for India in the month of March, and shortly afterwards, making a copious use of the model booklet but with some suitable adaptations, a booklet of instructions for Enumerators for use in the Punjab Sub-Zone was drawn up by me in English. Its translations in Hindi, Urdu, and Punjabi were got prepared. By the end of April, 70,200 copies of booklets of instruction for Enumerators were ready. The printing was done at Simla by M/s J. Ray and Sons, nominees of the Controller of Printing, Punjab, as the Punjab Government Press had its hands full and was unable to do the job expeditiously. Despatch of the copies to the

various districts was done as below :—

Punjab			
	Urdu	English	
Hissar	2500	200	
Rohtak	2500	200	
Gurgaon	2500	200	
Karnal	2700	300	
Ambala	3150	500	
Simla	550	400	
Kangra	1900	200	
Hoshiarpur	3600	400	
Jullundur	3400	500	
Ludhiana	1800	400	
Ferozepur	2900	300	
Amritsar	3000	500	
Gurdaspur	2900	300	
Total Punjab :	33400	4400	
Delhi State	5800	2500	
Pepsu	14350	1600	
Himachal Pradesh			
Census Supdt :	Urdu	Hindi	English
Himachal	750	750	300
Sirmoor	550	550	200
Mandi	300	300	250
Mahasu	150	150	200
Chamba	250	250	200
Total Himachal	2000	2000	1150
Bilaspur	400	200	...
Census Supdt :	150	100	2000
Punjab etc.			150

59. Subsequently 4400 more copies of the booklets of instructions mentioned above containing upto date amendments were got printed and supplied to the Deputy Commissioners of districts and other officers who had placed a demand for the same as below :—

Punjab			
Amritsar	510
Jullundur	162
Ludhiana	150
Ambala	700
Ferozepore	152
Kangra	420
Gurdaspur	30
Total Punjab Zone	2124
Assistant Superintendent Census, Pepsu			2660
Delhi	80
Bilaspur	400
Census Superintendent, Himachal Pradesh			400
Total Punjab Zone	5664

(these figures include 1264 booklets left with the Census Superintendent previously).

Census Training Charts.

60. To minimize references to this book, a training chart of the size of 17 x 27/2, which could be kept folded when not in use and kept spread on a card-board with the help of a clip, was prepared. It showed against each question all the abbreviations or contractions which could be used in recording replies to it. To begin with, except in case of replies to Religion Question, all the abbreviations had been represented by numerals. The replies to Religion Question had abbreviations represented by the first letters of the words denoting the religion expressed viz. H. for Hindu, M. for Muslim, C. for Christian, J for Jain and S for Sikh. These charts altogether dispensed with the references to the booklet of instructions for Enumerators and soon became very popular. There was an insistent demand for their supply. It was a Naib Sadar Kanungo (S. Balbir Singh) of the Ferozepur district who made the suggestion for the adoption of the Chart and produced a sample which, with certain modifications, was adopted for use in the Punjab sub-zone and was, I believe, brought into use in several parts of India. In the month of November, 1950, it came to the notice of the Census Commissioner for India during his Punjab tour that the abbreviations or contractions may not be always used with the precision expected of those who had to make use of them. Hence it was left open to the enumerators to fill the Census Slips either in simple language prescribed for filling the slip or by abbreviations denoted by numerals or first letters of the words representing replies to a question. Training Charts showing abbreviations of both types were got printed and supplied to the various districts as below:—

<i>Punjab</i>	<i>Urdu</i>	<i>Hindi</i>	<i>Punjabi</i>
Jullundur	1,825
Hoshiarpur	1,750
Kangra	1,050
Ludhiana	900
Gurdaspur	800
Amritsar	2,050
Ferozepur	1,270
Ambala	1,550
Hissar	1,050
Gurgaon	1,150
Rohtak	1,050
Karnal	1,150
Simla	150
Total	15,745		
Pepsu			
Asstt. Supdt. Census, Pepsu	210	20	4,000
Himachal Pradesh	170	1,500	..
Delhi	1,550
Bilaspur	1,500	200	...
Registrar General, India	25	25	25
For use in Tabulation Offices, Punjab Sub Zone	800	255	975
Total	20,000	2,000	5,000

Census Agency—Census Blocks—Hours of work of Census workers.

61. In my first letter (No. 176-C/C.S., dated, Camp Dharamsala, the 13th February, 1950) dealing with house-numbering and preparation of houselists, it was indicated that in urban areas 80 to 100 houses and in rural areas 100 to 125 houses should roughly constitute an enumerator's charge and be termed as a block. The convenience with which an enumerator could deal with the people living in the houses to be visited by him was the main consideration while fixing the number of houses to be committed to his charge. The 1941 Census precedent was more or less followed. The period of Enumeration which was four days only in 1941 was extended to twenty days as a result of the deliberations of the Census Conference, Delhi. This extended period at once made it feasible for an enumerator to deal with more houses and larger number of people both in urban and rural areas. An enumerator whether a Government or a Municipal Employee was, therefore, required to work part-time and in two shifts as far as Enumeration was concerned. He would ordinarily work from 8 A.M. to 11 A.M., attend his normal office from 12 A.M. to 3 P.M. and go on the 'second' round in connection with Enumeration from 3 p.m. to 5 p.m. In the morning round he would be easily able to visit 10 houses and prepare the Census Slips of the people living therein and in the afternoon he would prepare the National Register of Citizens in regard to the families whose houses he had paid visits to in the morning and whose slips he had already prepared. Sometimes in the afternoon he will catch a house-holder whom he had failed to find in his house in the morning round after leaving a message with the neighbourers or with some one known to the family of the person not found; that on his second visit in the afternoon he would be expecting to meet the person not met with in the morning round or at his previous visits. It was not essential that all members of a household should be physically present before the enumerator when he started writing down their Census Slips. The presence of the head of the family visited or that of some adult member of the household who could be expected to give information about the other members of the household would ordinarily suffice.

Enlargement of Census Blocks.

62. The charges or blocks of enumerators roughly designed on the basis of 80 to 100 houses in urban areas and 100 to 125 houses in rural areas per enumerator were revised and enlarged by having 200 houses included in each, especially in areas where a scarcity of Government or Municipal employees was felt for manning all the blocks designed on the old lines.

Selection of Workers Confined to Government and Semi-Government Departments.

63. In view of the unusual zeal displayed by communal bodies in the 1941 Census of which the sole object was to inflate the figures of the people of their

fold and reduce the number of those who belonged to other religions as well as the communal controversy started in the press and on the platform by the organized communal bodies of Sikhs and Hindus over the question of a Punjabi-Speaking Province, selection of Census Agency had to be confined only to Government employees or employees of Semi-Government bodies viz. District Boards, Cantonment Boards, local bodies, Panchayats etc. etc. Government and Semi-Government employees, being subject to the disciplinary control of Government Departments or and Semi-Government Bodies, could be expected to discharge their duties unaffected by communal considerations and could, in case of good work, hope for an appreciation, and expect to be punished, if they worked unsatisfactorily.

Difficulties met with in the enlistment of Census workers in Simla.

64. In the cities of Delhi, Amritsar, Jullundur as well as in the town of Simla, the headquarters of the Punjab State, selection of Census Agency presented numerous difficulties. In these places selection of Census workers was confined to Government or Municipal or Cantonment Board or Railway employees. The Secretary, Municipal Committee, Simla, had a hard time in selecting Government employees and had to face still greater difficulties in securing their attendance for purposes of training. His personal influence with the local Heads of Departments and his sending them written requests along with copies of clear directions of Punjab and Indian Governments regarding the question of help and co-operation to be rendered to the Census Department (copies appear in Appendix E), his persistent pursuance of these with telephonic messages only succeeded in getting office employees spared for Census duties.

Difficulties met with in the enlistment of Census workers in Amritsar.

65. In Amritsar, a few Government Departments at first took up an evasive and unhelpful attitude by putting up the plea that no workers could be spared for Census duties. The prompt intervention by the Head of the District, however, made them change their attitude and spare workers in such numbers that the departmental work continued to be carried on and the Census work received a push as a result of their coming to be included in the list of active census workers.

Difficulties met with in the enlistment of Census workers in Jullundur.

66. The Deputy Commissioner, Jullundur, on being apprised of the indifference and evasive tactics of some of the Government employees, held out threats of disciplinary action against them and this smoothed away the difficulties experienced by the Secretary Jullundur Municipal Committee and the District Census Officer, Jullundur, who had been required by the Deputy

Commissioner to work as Officer-in-charge of the Jullundur City Census Operations in addition to his general supervision of Census Operations of the urban and rural areas of the rest of the district in securing suitable officials to serve as Census workers.

Difficulties met with in the enlistment of Census workers in Delhi

67. In Delhi, the Deputy Superintendent Census, Delhi, and the Secretaries Old and New Delhi Municipal Committees found it a tough job to get employees detailed on Census duty from out of those serving under various Ministries in the Central Secretariate and other offices functioning in Old and New Delhi. The Census Commissioner's timely succour worked a miracle and enabled them to come out of a difficult situation with credit.

Difficulties met with in the enlistment of Census workers in other places.

68. In smaller urban areas and rural areas difficulties that came in the way were comparatively of a minor nature and were overcome either through the intervention of the Tehsil or District Census Officer or by the Municipal Census Officer through his own tact and influence with local Departmental Heads and knowledge of local conditions of service of those employees whose co-operation was sought.

Difficulties met with in the enlistment of Census Staff in Bilaspur State.

69. In the rural areas of the Bilaspur State the Census work was ultimately entrusted to the revenue patwaris and the period of Enumeration was slightly extended by making the Enumeration commence from the 1st of February, 1951.

Difficulties met with in the enlistment of Census workers in Rupar and Kharar tehsils of Ambala District.

70. In the rural areas of Kharar and Rupar tehsils, the revenue patwaris alone were utilized to carry out the Enumeration as other Government or Semi-Government employees were found wanting in enthusiasm for performance of their duties as enumerators and the patwaris felt that they could do all the enumerator's job themselves better than when attempting to get the same done by other employees (inclined as they appeared to be to evade and scamp the Census work) as their Supervisors.

Teachers plea.

70/I. A plea frequently put forward by the District Board School teachers for not being able to take up Census work was that Government instructions requiring them to co-operate in Census work had not been conveyed to them through their Assistant or District or Divisional Inspectors of Schools, although Central

Governments directive to the Punjab Government and the Punjab Government's instructions to all the Heads of Departments and Deputy Commissioners and Deputy Commissioners instructions to all Local Heads for Co-operation in Census work were there. Early steps be taken in the future Censuses to have Local Departmental Directives issued to their employees in addition to Higher Departmental or Government directives or instructions.

71. The figures regarding Census Agency selected and employed on Enumeration work are given in Appendix 'C'.

Training of Census workers.

72. An agency which was scattered in 5 cities, 203 towns and 29095 villages of a zone with an area covering 58937 square miles, and which numbered well over 86000, it was impossible to give training to all at a centralized place. Hence, to begin with, during the course of my tours I collected the District Census Officers, Tehsil Census Officers, Municipal Census Officers, the Cantonment Board Census Officers and Military Census Officers and gave them the necessary training by explaining to them the questions of the Census Questionnaire as well as the manner in which they were to be answered. The Municipal Census Officers or Cantonment Board Census Officers were made responsible for imparting training to their Charge Superintendents and to make suitable arrangements for the training of the Supervisors and their teams of enumerators. The Tehsil Census Officers were made responsible for training the Supervisors and the enumerators (ordinarily Kanungos and Patwaris) by collecting them at Tehsil Headquarters.

73. A trained Kanungo or a trained Tehsil Officer helped in the training of selected Census enumerators of Supervisors in a Military Area. Later on, realizing that the training of the higher basic workers ran the risk of remaining incomplete unless it was imparted by me, I started taking classes of Charge Superintendents and Supervisors of all the urban and rural areas of a tehsil or a Sub-Division or a District myself in the presence of the District or Sub-Divisional or Tehsil or Municipal or Cantonment Board Census Officers and imparted them instructions which would have or had been conveyed to them more or less at second hand. The partwaris were required to gather enumerators of their circles at one or more centrally situated places and to give them necessary training by having 25 to 50 slips filled by each enumerator with a view to see if he had been adequately trained and to create in them the necessary confidence that they could do the job entrusted to them. Theoretical training, howsoever, essential in making the census workers grasp the fundamentals of Enumeration, cannot take them too far. All efforts should, therefore, be concentrated in getting a sufficient number (say 50 to 200 slips per census worker) of practice slips filled by the Census workers under

training so that the mistakes made by them are explained to them and they are warned in good time of their recurrence in future. It will help tremendously if slips of a number of families, commonly met with, are prepared after stating the basic information in regard to each member and these slips are circulated as a guide and a model to those who are imparting training as authentically solved examples of problems for those who are receiving training.

74. All the Military Census Officers attached to the various centres or units of the East Punjab Area, Jullundur, were collected at Jullundur Cantonment and given necessary training by me. They were made responsible for training Census workers (Supervisors and Enumerators) by obtaining services of a civilian trained Census worker from the nearest Tehsil or District Census Officer.

75. The Deputy Superintendent Census Delhi and the Assistant Superintendent Census Patiala also held classes of the revenue Patwaris and Kanungos, as well as of the Charge Superintendents and Supervisors of urban areas during the course of their tours. The Senior and Junior Supervisors (Pepsu) also went on extensive tours by themselves for imparting training to the Census workers in greater details.

76. In future in each district a young and energetic officer of the status of a Naib Tehsildar, after necessary training by the Head of the Census Operations of the Zone in a course arranged for all such selected Naib Tehsildars, should be appointed to train the enumerators, Supervisors and Charge Superintendents of the Urban and rural areas of that district. Such an officer would be able to give greater attention to the details of training, and the Superintendent can test the standard of the training imparted by meeting the Census workers and putting oral questions to them as well as by having got practice slips filled in by them.

77. The field workers, it is suggested, be supplied with a list of trades, industries and professions under which the members of the public enumerated may fall. For want of such a list, the details recorded in regard to the Principal Means of Livelihood or Secondary Means of Livelihood of the people enumerated, were found to be very vague and defective, and a good deal of time spent in the preliminary check of the Census slips in the Tabulation Offices was taken by the supplying of omissions in replies to questions relating to Economic Status and Means of Livelihood.

Training sample Census.

78. In order to provide an opportunity to the Charge Superintendents, Supervisors and their enumerators to work as a team, to test how far the arrangements made for actual enumeration were likely to yield success, and to judge the standard of efficiency acquired by the Census workers as a result of the

training imparted to them in September, October, and November, 31st December, 1950, was fixed for training Census-taking in selected villages in the rural areas and selected wards in the urban areas throughout the Punjab Zone (except areas in which non-synchronous Census had already taken place). The Delhi State urban areas could not carry out this training Census on the above mentioned date as the stages of recruitment and training of Census workers had been rather tardy and the workers had not been sufficiently trained so as to be in a position to conduct the job, and actually carried it out on 21st January 1951.

79. In January 1951, I went on a special tour of the districts of the Punjab Zone and at each district headquarters in meetings to which the District, Tehsil, Municipal, Cantonment Board and Military Census Officers as well as all rural Charge Superintendents (Kanungos) and Urban Supervisors had been invited, dealt with slips of typical rural and urban families prepared during the training Census and pointed out the correct way of filling the slips after condemning the defective ways in which some of the slips had been filled. As a result of the exposition at these meetings and questions asked by those present, many a doubt was cleared and the correct manner of answering questions was determined upon. A letter was issued by me on 20th January, 1951, describing in detail the common types of mistakes met with during the examination of the slips and the correct steps required to be taken for avoiding those mistakes. Tabulation of the Training Census Slips, in view of the various defects noticed therein, was not considered to be worthwhile and hence was not attempted.

Effects noticed in the Census slips in the scrutiny conducted in Tabulation Offices.

80. The slips prepared at the time of Enumeration of the 1951 Census, however, on being subjected to scrutiny in the Tabulation Offices showed that while a majority of the enumerators had avoided making major mistakes, yet quite a few had committed mistakes which were very serious, had put down cross marks in the space meant for reply to Question No. 10 of the dependants, the head of whose family was a self-supporting person following a trade or profession or had wrongly classified self-supporting persons or had failed to fill secondary means of livelihood of dependants whom they had described as earning in the space meant for Question No : 9, Part-1.

81. Experience has shown that the training of enumerators drawn from various Departments and scattered about in remote villages requires greater co-ordination at the level of the patwari-supervisor. The practice slips need being got prepared in large number and this process should be spread over a period of several weeks (though two or three hours only be given once a week on a Sunday or a holiday by the enumerators gathered together at a central place fixed upon by their supervisor) so that the

official selected to serve as an enumerator discharges his duties efficiently, imbibes the team spirit, and realizes that as the first basic worker in the scheme of Enumeration, he has a highly important role to play, and on his playing it well depends the degree of reliability to be attached to the data collected by him and the tables to result therefrom.

Attitude of the public.

82. 15th August, 1947, brought political freedom to the areas now comprising the Indian Union and the Pakistan. The riots which preceded this change as well as those which broke out in the wake of this changed political status brought untold misery to the minorities in both the countries.

83. The Hindus and Sikhs were the major communities left in the territories firstly named as the East Punjab and subsequently renamed as the Punjab (India). They, as ill-luck would have it, grew suspicious of each other. The Sikhs, to begin with, demanded the establishment of a Sikh Province. Subsequently this demand was changed to a demand for a punjabi-speaking Province or State. The Hindus resented these demands urging that one partition of the Punjab had already wrought untold disaster and a second partition will end in a double disaster. The Sikhs alleged that they apprehended that the Hindu enumerators would not give them a fair deal and demand that there should be a pair of enumerators — one Hindu and one Sikh — where previously one enumerator worked, and that what used to form two circles under two enumerators should be made into one circle under two enumerators, one Hindu and the other a Sikh. The Hindus, not so openly as the Sikhs did, alleged that the Sikhs were out to inflate their numbers and would, therefore, put undue pressure on village *Komins* to have themselves returned as Sikhs even though they were non-Sikhs. The atmosphere was full of mutual distrust and suspicion in so far as Hindu and Sikh Communities were concerned at the time the Census Commissioner for India came to the Punjab in November 1950 on his tour. It was suggested in some quarters that questions relating to Religion and Language, on account of their having caused disruption in the past, should be deleted from the Questionnaire of the 1951 Census. The Sikhs who had expressed apprehension of getting a fair deal would not agree to deletion of religion or language questions and took the move for deletion of these questions as an attempt to strike at the very root of their separate culture and separate political identity.

84. The Government of India did not agree to delete the questions of religion and language and devised safeguards to ensure fair Enumeration with the help of Census observers and to have complaints and objections made during Enumeration investigated through local National Register Committees and National Register Officers.

85. The Dress Rehearsal or the Training Sample Census showed that in one or two places citizens who were Punjabi-speaking from their cradle had given out their mother tongue as Hindi and had it conveyed to the press that their reply in regard to language question had not been recorded as desired by them. This led to an agitation in the Hindu Press. The Sikh Press led a counter-agitation. The Hindu Press preached that every Hindu should give out his mother-tongue as Hindi, while the Sikh Press preached that such an incitement was not only a violation or breach of the Census Act, but also that was morally nothing short of a lie. The Sikh Press preached that all Punjabis should have their mother-tongue recorded as Punjabi. A citizen's reply to the questions put to him during Enumeration was to be accepted by the enumerator who was required to take it down as a scribe and hence replies to language question by the citizens got vitiated to such an extent that ultimately the Government of India decided to ignore them.

86. Such an amount of heat was generated by the fulminations of the Hindu Press and the attempts of the Sikh Press to controvert them that several ugly incidents-one murder and several cases of violence and undue pressure-took place during the Enumeration period. The provisions of Section 144 Cr. P. C. had to be utilized in several districts to prevent a breach of the peace by prohibiting taking out of processions or shouting slogans or gathering in large numbers. In some places enumerators, affected by the aggressive tactics of the communal organizations of Hindus and Sikhs, deserted their posts of duties. When police help was assured, and they were impressed that by deserting their posts of duty they had made themselves liable to punishment under the Indian Census Act, they resumed their duties. The trouble arose in an acute form in Jullundur town and rural areas of Jullundur, Ludhiana town, Jagadhri town, Kapurthala, Barnala and rural areas of Sangrur. The first week gave an anxious time to the District Magistrates and all concerned with the Census. Subsequently with precautionary steps taken by the authorities responsible for the maintenance of Law and Order, and horror caused by the Jagadhri incident, out-break of violence on a large scale was prevented, although bickerings in the Press and aggressive tactics and speeches in some of the towns and countryside continued upto the last. Bad blood was created amongst the proprietors and the Harijans in some places.

87. To all these unfortunate happenings, there was a redeeming feature. The controversy started over the Language question remained uppermost in the minds of the people. The Census got vitiated only in so far as replies to the language question were concerned. The replies to other questions remained unaffected and also the population count.

Characters used during Enumeration.

88. The following table shows the scripts used during Enumeration in the various units of the Punjab Zone:—

Name of Unit	Scripts used
Punjab State	Urdu and English
Patiala and East Punjab States Union	Punjabi, Hindi, Urdu and English
Himachal Pradesh	Hindi, Urdu and English
Delhi State	Hindi, Urdu and English
Bilaspur	Urdu

89. In the Chamba district *Tankri* was used in collecting information from the people in reply to Census Questions. Subsequently the information so collected was transferred to the regular census slips in the official language.

Enumeration

90. The general Enumeration started on the 9th February, 1951, and came to a close on the sunrise of the 1st March, 1951. The final check-up took place on 1st, 2nd and 3rd March, 1951. The Census pads had been supplied direct to the districts under arrangements made by the Census commissioner for India with the Printing Presses. The number of slips supplied to each district was 15% over and above its population estimate as it stood on 1st March, 1950, 10% extra was provided for increase in population and the remaining 5% for wastage. A phenomenon which was very noticeable at the preceding Census of 1941, got repeated, though to a lesser degree, in the 1951 Census. There were demands for more pads from several districts inspite of the fact that ultimately the pads supplied were returned by some of these districts unused. Possibly the safety first maxim was uppermost in the minds of the District Census Officers and their Deputy Commissioners when urgent communications asking for more pads were sent by them. Slips had to be got printed at Simla at a very short notice by making special arrangements for printing and their despatch to the districts which had indented for them. This can only be avoided by raising the percentage of the slips to be normally supplied as extra (over and above the estimated population as it stood in the year just preceding the Census year) from 15% to 30% and supplying the same to the District Officers with a clear caution that issue be regulated according to the population figures ascertained through the houslists and the remaining slips or pads be kept at Tehsil Headquarters by the Tehsil Census Officers in safe custody and be issued only after satisfying that there was a real and genuine necessity for more slips or pads, in a particular place.

91. Out of extra slips 5% should be kept in reserve, 10% should be supplied to the enumerators for use as practice slips during the training period. Supply of printed slips will save the enumerators the extra work of dividing the blank paper into pieces of the size of a Census slip and ruling them and will further ensure their use for purposes of preparing practice-slips to a greater extent than when blank Paper were to be issued.

92. Some of the District Census Officers, Sub-Divisional Census Officers and Deputy Commissioners were able to supervise the Enumeration work in great details by being able to go out on tour. I left on tour for five days in the third week of February, 1951, and was able to inspect work in Jullundur, Amritsar, Gurdaspur, Kangra and Mandi districts.

93. The Deputy Superintendent Census Delhi, who had been doing extensive touring during the organizational and training periods remained confined, more or less, to Delhi and its suburbs from 9th to 14th February but covered all the important places in the Ambala Division from 15th to 28th February, 1951.

94. The Superintendent Census Operations, Himachal Pradesh, made an extensive tour of all the Himachal Pradesh' districts during 15 days commencing from the 12th February, 1951.

Provisional Totals.

95. Letter No: 2576/CS, dated the 14th December, 1950, contained instructions regarding the steps to be taken at the level of Supervisors, Charge-Superintendents, Tehsil Officers, Military Census Officers and also the final consolidation of rural and urban and military totals at each District Headquarters under the supervision of the District Census Officer and sending of telegrams to the Census Commissioner for India and to my office about the District Totals regarding general population and population of displaced persons as well as their details by sexes.

96. By the 18th March, 1951, population totals of all the districts of the Punjab Zone (except four) were supplied to the Registrar General. By 24th February 1951 provisional totals for the remaining districts out of which three had been busy with urgent antilocus operations were communicated to the Registrar General, India. The provisional totals for Seraj Tehsil of Kangra District were made available to the Registrar General on 30th March 51.

Despatch of Census pads, other records and statements from districts to Tabulation Offices.

97. The entire work of the Punjab Zone was divided into three Tabulation Offices, started at Delhi, Jullundur, and Simla. Detailed instructions were issued to all the Deputy Commissioners for getting four bundles made out of the Census records of each district and have the same despatched to the Tabulation Office concerned by road or rail. A responsible official of the Sardar Kanungo's office was to be deputed to have the record thus transported, delivered and checked up at the Tabulation Office concerned. Statements showing totals of general population and population of displaced persons prepared in duplicate were to form the first bundle, all Census pads including Census slips prepared were to form the second bundle, all the National Registers along with objections dealt with, the third bundle and all the circle Registers and houselists, the fourth bundle.

98. The records were received from the various districts on the dates shown against each district in Appendix 'D'.

Reliability of Enumeration data.

99. The Census fever and the convulsions which were its concomitants vitiated the Census so far as language data was concerned but left the population count and other material collected during the Enumeration untouched. Hence, in spite of the fact that no population verification has been carried out in the Punjab Zone for reasons obvious to all, it can be safely asserted that the figures of population count as well as other data collected at the 1951 Census possess a high degree of reliability certainly greater than that achieved in 1931 or 1941 and favourably comparable to the standard of accuracy achieved in any other part of Indian Union.

National Registers and their reliability.

100. It was an innovation and an altogether new feature of the 1951 Census. The writing of these Registers has, on the whole, been done with care. Although the scrutiny of these Registers and the Census slips in the Tabulation Offices has revealed several discrepancies, yet these Registers can be relied upon for the particulars appearing therein in regard to the citizens. Steps should be evolved to keep these upto-date by having these revised annually or quadrennially as done in the case of the Revenue Records of Rights in the Punjab.

APPENDIX 'A'

ACCOUNTS

<i>Serial No.</i>	<i>No. of File</i>	<i>Subject</i>
1	1	Appointment of Menial Staff for Tabulation office, Simla and Jullundur.
2	2	Expenditure incurred on carriage etc. of records by various Districts.
3	3	Issue of Certificates regarding remittances of Pay and Allowances by Money Orders.
4	4	Maintenance of Accounts in PEPSU—Instructions.
5	5	Allotment of Rs. 4,700 to Deputy Commissioners of Punjab and PEPSU for the purchase of Enumeration of Complaint Books.
6	6	Submission of Expenditure Statement by Assistant Superintendent Census, PEPSU.
7	7	Cost of Refugees Census.
8	8	Utilization of Departmental receipts for meeting departmental expenditure.
9	9	Rules for classification and record of receipts and expenditure in connection with the Census.
10	10	Trunk Call Bills.
11	11	Payment of Railway freight etc. incurred in connection with papers received from Calcutta by the various districts.
12	12	Purchase of Newspapers.
13	13	Electricity bills.
14	14	Petrol coupons.
15	15	Monthly expenditure statement under head " 47—Miscellaneous—J—Statistics Enumeration of Dwelling submitted by Superintending Engineer Bhakra Dam Circle Nangal Township.
16	16	Orders regarding electricity consumption.
17	17	Imprest permanent advance to PEPSU.
18	18	Octroi Bills.
19	19	Supply of service postage stamps to Deputy Superintendent Census, Delhi.
20	20	B—Enumeration expenditure statements B—M—29 received from District.
21	21	Advance for the purchase of Car.
22	22	Supply of Dusters.
23	23	Purchase of ingithi and charcoal for the office of the Provincial Census Superintendent, Jullundur.
24	24	Correspondence regarding issue of permit and steam coal/soft coal for two offices.
25	25	Contingent vouchers above Rs. 25 sent to Accountant-General, Punjab, Simla.
26	26	Expenditure statement for the year 1949-50 and 1950-51.
27	27	Appointment of Staff (Menial) for Census Tabulation office, Delhi.
28	28	Monthly expenditure statement under head " 47 Miscellaneous—J—Statistics B—Enumeration and E. Printing and Stationery for the year 1951-52."
29	29	Expenditure statements under head " 47—Miscellaneous—Departments—J—Statistics C—Abstraction and Compilation commencing from April, 1951."
30	30	Expenditure incurred in the years 1948-49, 1949-50 and 1950-51 under head " 47—Miscellaneous—Departments—J—Statistics A-5 Other Charges "

<i>Serial No.</i>	<i>No. of File</i>	<i>Subject</i>
31	31	Engagement of Part-time and whole time sweepers.
32	32	Grant of cash rewards.
33	33	Enumeration of dwellings in Nangal Township, Allotment of funds.
34	34	Rules regarding Travelling Allowance Bills.
35	35	Repair of Barracks of the Rehabilitation Department, Jullundur.
36	36	Permanent Advance.
37	37	Maintenance of Contingent Register.
38	38	General correspondence about account.
39	39	Monthly expenditure statement under head " 47—Miscellaneous—Department -J—Statistics A—Superintendence for the year 1951-52."
40	40	Liveries—Class IV servants.

BUDGET

41	1	Budget estimates 1950-51 grant under head " 47—Miscellaneous Department J—Statistic and Enumeration of Dwelling for the 1950-51 (Punjab Government).
42	2	PEPSU Budget 1950-51.
43	3	Enumeration of Dwellings Budget estimates for 1949-50 Regarding.
44	4	Enumeration of Dwelling Budget estimates for 1950-51 Regarding,
45	5	Budget Estimates Himachal Pradesh 1950-51.
46	6	Budget Estimates Census for 1949-50 and 1950-51.
47	7	Budget Estimates for 1950-51.
48	8	1951-Staff Provisions of Expenditure for Bilaspur State.
49	9	Budget Estimates for Compilation, Sorting and Tabulation offices for the year 1950-51 and 1951-52.
50	10	Budget Estimates for Delhi.
51	11	Estimate for Compilation, Sorting and Tabulation staff.
52	12	Budget Grant for the year 1951-52.
53	13	Expenditure incurred in the years 1948-49, 1949-50 and 1950-51 under head " 47 Miscellaneous—Departments—J—Statistics A—5 Other Chargés".

ESTABLISHMENT

54	1	Appointment of Personal Assistant to Census Superintendent.
55	2	Appointment of peons and orderlies for Census Tabulation office, Jullundur, Delhi and Simla.
56	3	Appointment of Administrative Assistants for Census Tabulation office, Jullundur, Delhi and Simla.
57	4	Travelling Allowance to Military Personnel while performing census duties.
58	5	Grant of Allowance or remuneration to Shri Salig Ram, Steno to Election Commissioner, Patiala.
59	6	Fixation of Pay.
60	7	Grant of Extension of service and re-employment of Government servants both Gazetted and Non-gazetted after the age of superannuation.

<i>Serial No.</i>	<i>File No.</i>	<i>Subject</i>
61	8	Containing details of articles taken over from office Superintendent Census Department, Jullundur.
62	9	Fixation of pay of Ex-service personnel re-employed in Civil Department.
63	10	Appointment of Upper Division Clerk for Tabulation office, Simla.
64	11	Service Book and Character Rolls.
65	12	Appointment of Clerical staff Provincial Census Superintendent office—sanction applied for.
66	13	Appointment of Deputy Superintendent Census, Delhi.
67	14	Appointment of Commissioner for Schedule Castes and Scheduled Tribes.
68	15	Delegation of powers to Assistant Superintendent Census, PEPSU.
69	16	Creation of post of two Junior Clerks for the office of the Chief Commissioner, Bilaspur for Census work.
70	17	Appointment of Shri Rajinder Lal, M.A. as Technical Assistant.
71	18	Appointment of staff for Census of Small Scale industries for Delhi.
72	19	Correspondence regarding payment of Travelling Allowance bills of Kanungos etc of PEPSU.
73	20	Statistics of Employment in Central Government establishment Return in forms S. S. R. I.
74	21	Absorption of Shri Nihal Chand Bajaj in Census Department.
75	22	Reduction of staff of Jullundur Tabulation office.
76	23	Period of notice required to be given for terminating services of temporary government servants.
77	24	Census Conference expenditure.
78	25	Reservation of appointment of post in favour of agriculturist and other citizens residing in the rural areas of Punjab.
79	26	Fixation of Pay of Government servants in the prescribed scale of pay.
80	27	Appointment of Census Superintendent, Punjab, PEPSU and Delhi.
81	28	Continuance of staff engaged in connection with the enumeration of Dwelling during the year 1950-51.
82	29	Budget Provision for PEPSU Government, Absorption of staff etc.
83	30	Appointment of staff for Delhi.
84	31	Assembly Questions.
85	32	Staff for PEPSU.
86	33	Staff Casual leave.
87	34	City and other allowances admissible to Delhi State employees.
88	35	Appointment of staff for Central Tabulation Branch under Technical Assistant at Simla.
89	36	Staff proposal for Census Department. (Main Office).
90	37	Appointment of staff for Assistant Supdt. Census Tabulation Office, Jullundur.
91	38	Staff Merit report of District Census Officers and Sub-Divisional Officers for 1951-Census.
92	39	Appointment of Lower Division Clerks for Tabulation office, Simla.
93	40	Grant of leave for Menial staff.
94	41	Delegation of powers to the Deputy Supdt. Census, Delhi.
95	42	Allotment of Accommodation to establishment working in Census Tabulation office, Simla.

<i>Serial No. . File No.</i>	<i>Subject</i>
96	43 Grant of earned leave for main office.
97	44 Appointment of staff for Personal Assistant, to C. S.
98	45 Appointment of Census staff for Tabulation office, Jullundur, Delhi and Simla.
99	46 Instruction for T.A. in Pepsu.
100	47 Correspondence regarding T.A. bills of Pepsu and Delhi.
101	48 Appointment of Deputy Superintendent and Assistant Supdt. Census for Tabulation offices.
102	49 Appointment of Extra staff in Deputy Commissioners office for Census work.
103	50 Disbursing and Drawing sanction to draw pay bills and T.A. bills and contingent bills etc.
104	51 List of Administrative Assistants, Supervisors, Compiler-Checkers and Sorters selected for Census Tabulation offices, Jullundur, Delhi and Simla.
105	52 List of staff in Census Tabulation office, Jullundur and Delhi.
106	53 Leave grants without pay to staff working in Tabulation office of Jullundur.
107	54 Grant of Simla allowance to staff working in Census Tabulation office, Simla.
108	55 Delegation of power to Registrar General and Census Supdt.
109	56 Grant of Compensatory allowance and house rent allowance to main office staff at Simla.
110	57 Staff for Himachal Pradesh.
111	58 Standing orders, Census Tabulation office, Simla.
112	59 Delegation power to Census Superintendent, Himachal Pradesh.
113	60 Reduction of post of P.A. to Census Superintendent.
114	61 Correspondence regarding taking over charge from Assistant Superintendent Census, Pepsu by Deputy Supdt. Census, Delhi.
115	62 Census-1951 House Numbering expenditure (Correspondence).
116	63 Advertisement inviting applications for appointment as Sorters, Compiler-Checkers, Supervisors and Admn. Assistants.
117	64 Personal File of Jamadar Suraj Bhan, Assistant Supdt. Census, Simla.
118	65 Appointment of peons and fixation of scale of pay.
119	66 Personal file of Shri Ranbir Singh Supdt. Census Operations, Pepsu.
120	67 Personal file of Shri Tirath Ram Junior grade clerk.
121	68 Personal file of Shri Amba Parshad, Assistant Supdt. Census, Pepsu.
122	69 Personal file of Personal Assistant to Provl. Census Supdt.
123	70 Appointment of Comptomist.
124	71 Personal file of Shri Bishnu Girdhar Chand.
125	72 Personal file of Shri Ram Saroop II.
126	73 Personal file of Sh. Ujjagar Singh, U.D.C.
127	74 Personal file of Shri Kuldip Singh.
128	75 Personal file of Shri Ram Sarup I.
129	76 Personal file of peon Swaran Singh.
130	77 Personal file of peon Suba Singh.

<i>Serial No.</i>	<i>File No.</i>	<i>Subject</i>
131	78	Personal file of Shri Ram Dass peon.
132	79	Personal file of Shri Thakar Singh peon.
133	80	Personal file of Shri Attar Singh Jamedar.
134	81	Personal file of Shri Janam Raj Peon.
135	82	Personal file of Census Superintendent.
136	83	Pay bills of Clerks sanctioned to Bilaspur State.
137	84	Pay bill of Clerk sanctioned to Census work for Ferozepure District.
138	85	Pay bill of Establishment Census Tabulation office, Delhi.
139	86	Office copy of T. A. bills establishment office of the Provl. Census Supdt.
140	87	Office copy of T. A. bills of Census Supdt :
141	88	Pay bills of Sadar Kanungos and Naib Sadar Kanungos received from various Districts.
142	89	Pay bills of Shri Suraj Bhan Assistant Supdt. Census.
143	90	Pay bills of Delhi Establishment.
144	91	Correspondence regarding authorization of Treasury officer, Simla for payment of bills.
145	92	List of staff, Administrative Assistants, Supervisors, Compiler Checkers and Sorters and Clerical staff for Tabulation office, Simla.
146	93	Appointment of sorters for Delhi Census Tabulation office.
147	94	Appointment of Compiler Checkers for Census Tabulation office, Jullundur, Delhi and Simla.
148	95	Appointment of Sorters for Jullundur Tabulation office.
149	96	Correspondence regarding submission of actual payees receipts.
150	97	Appointment of Sorters for Simla Tabulation office.
151	98	Appointment of Supervisors for Census Tabulation office Jullundur, Delhi and Simla.
152	99	Re-employment of Retired Government servants in Census Department.
153	100	Complaint against Shri Raj Kumar and Om Parkash Sharma.
154	101	Arrear pay bill of Shri Dhani Ram, Senior Supervisor, Pepsu.
155	102	Refugee Census — Appointment of census Officers.
156	103	Annual Confidential Remarks.
157	104	Appointment of Clerks for Technical Branch.
158	105	Office copies of pay bills of C. S.
159	106	Personal file of Shri Gurdhian Singh peon.
160	107	Appointment of S. Gopal Singh as Assistant Supdt. Census, Tabulation office, Jullundur.
161	108	Delegation of powers to Asstt. Supdt. Census, Jullundur.
172	109	National Register of Citizens and Electoral Rolls.
173	110	Appointment of staff for Record.
174	111	Appointment of Shri Bishamber Dass Kaistha as Office Supdt. for Jullundur office.
175	112	Increase of D.A. for Tabulation office, Simla, Delhi and Jullundur.
176	113	Appointment of staff for enumeration of Dwellings.
177	114	Appointment of M.N. Wahi, M.A. as Reporting Assistant.
178	115	Office copies of T.A. Bills of the Tabulation office, Simla.

Serial Na. File No.

Subject

CONFERENCE

179	1	II Census Conference to be held on 20th May, 1950, at Delhi.
180	2	Tabulation Centre meeting to be held at Gwalior.
181	3	Madhya Bharat, Conference.
182	4	Mysore, Conference.
183	5	Utter Pradesh Conference.
184	6	Census Conference 27th December, 1950.
185	7	Bombay Conference.
186	8	Vindhya Pradesh Conference.
187	9	Orissa Conference.
188	10	Assam Conference.
189	11	Travancore Co-chin Conference.
190	12	Bihar Conference.
191	13	West Bengal Conference.
192	14	Madras Conference.
193	15	Conference at Delhi on 23rd February 1950.

FURNITURE

194	1	Provision for Staff Car.
195	2	Purchase of Wooden Boxes for Census Tabulation office, Simla.
196	4	Office equipment, purchase of furniture, Duries etc.
197	5	Supply of Typewriter and Gestetner.
198	6	Supply of Boxes of Census enumeration slips.
199	7	Supply of Wooden boxes, Munj mats and Bricks for Census Tabulation office, Delhi.
200	8	Hiring of Fans for Deputy Supdt. Census, Delhi.
201	9	Supply of Cycle for Census Superintendent's office use.
202	10	Purchase of Gestetner and typewriter for Pepsu.
203	11	Purchase of Bricks for Tabulation office, Jullundur.
204	12	Purchase of Typewriter and Gestetner for Delhi.
205	13	Purchase of Cycle and furniture for Delhi Office.
206	15	Purchase of Iron Safe.
207	16	Reports about the issue of various items of furniture and write off the same.

MISCELLANEOUS

208	1	General Instructions about Census 1951
209	2	Despatch of Census Records to Tabulation office by the Deputy Commissioners.
210	3	Inspection Note of Asstt : Superintendent Census, Pepsu.
211	4	Appointment of Air Force, Census Officer.

<i>Serial No.</i>	<i>File No.</i>	<i>Subject</i>
212	5	Instructions for treatment of omissions in the Enumeration slips.
213	6	Employment of Government servants for enumeration.
214	7	Census 1951 Holidays.
215	8	Code Numbers, Pepsu State,
216	9	Review of Daily Report.
217	10	Instructions issued to Deputy Inspector General Police Ambala Range and Jallundur Range.
218	11	Telephone numbers and residential address of Provincial Census Superintendent.
219	12	Examination of Hindi and Gurmukhi.
220	13	Appointment of District and Tahsil Census Officer.
221	14	1951 Census Provision Reports.
222	15	Provincial Reporting Programme.
223	16	Notice under section 80 C.P.C. to Shri Bisu and other 66 of village Binjon Tahsil Garhshankar.
224	17	Instructions regarding Pepsu.
225	18	Instructions regarding employment of Government servants for enumeration to co-operative Census Department.
226	19	18 points submitted by Assistant Superintendent Census, Pepsu to the provincial Census Superintendent for discussion.
227	20	Appointment of Enumeration observers.
228	21	Appointment of Charge -Supdt. Supervisor and Enumerators in various Districts.
229	22	Enumeration of Parliament Members belonging to Punjab.
230	23	Military Census Officers.
231	24	Appointment of Census Officers.
232	25	Supply of Tabulation plan and sorting and compilation instructions.
233	26	List of tahsilwise Kanungos Circle.
234	27	House numbering.
235	28	Census Questionnaire.
236	29	List of P.W.D. Rest Houses.
237	30	Tabulation Training School.
238	31	Reservation of Rest Houses, for Census Superintendent.
239	32	Miscellaneous General, correspondence.
240	33	Inspection Note of Census Superintendent.
241	34	Progress Report of Enumerators, allotment of Blocks etc.
242	35	Inspection Notes of provincial Census Superintendent.
243	36	1941 Census population figures.
244	37	Census Training, Census Officers etc.
245	38	Appointment of Special Supervisor.
246	39	Exhibition of Documentary films.
247	40	Appointment of Census Officers.

<i>Serial No</i>	<i>File No.</i>	<i>Subject</i>
248	41	Census of Small Scale Industries Tabulation.
249	42	Regarding posts with employment Exchange.
250	43	Census 1951 Publicity arrangements.
251	44	Press Representatives Conference with Census Superintendent at Jullundur.
252	45	1941 Census Record received from Lahore.
253	46	Appointment of Census Staff.
254	47	Acknowledgement of 1951 Census papers
255	48	Selection of enumeration Staff.
256	49	Gazetted Holidays.
257	50	Appointment of Provincial Census Superintendent as Officer Deputy Survey.
258	51	Training given to the District Staff.
259	52	Meeting of various heads of Departments at Civil Secretariat Jullundur
260	53	Record of Census 1941.
261	54	General correspondence with Shiromani Gurdwara Parbandhak Committee, Amritsar.
262	55	List of Forest Rest Houses in the Punjab.
263	56	Appointment of Railway Census Officers.
264	57	Miscellaneous General Correspondance.
265	58	Instruction regarding use of ink for filling up enumeration slips etc.
266	59	Fire in Jullundur Secretariat.
267	60	Inspection notes of Deputy Superintendent Census, Delhi.
268	61	Bearing Charges.
269	62	Office Time.
270	63	Publications and Manuscripts.
271	64	Organisation of Census Tabulation office.
272	65	Rest House in Punjab.
273	66	Supply of Directories of villages.
274	67	Award of Medals.
275	68	Winding up of Tabulation office, Jullundur, Simla and Delhi.
276	69	Reservation of National Register of Citizens and Census slips.
277	70	Recruitment and training of Census enumeration staff. Vol: I & II.
278	71	Appointment of Census Enumeration staff for Bilaspur.
279	72	Appointment of Census Staff Kangra District.
280	73	Appointment of Census staff for Himachal Pardesh. (Mahasu District Volume I, Chamba District : Vol: 2, Sirmoor District Vol:3 and Mandi District Volume 4).
281	74	Appointment of Census staff for Ferozepur District.
282	75	Appointment of Census staff for Ambala District.
283	76	Appointment of Enumeration staff for Hoshiarpur District.
284	77	Information received from various Districts regarding conclusion of Census Operations.

<i>Serial No.</i>	<i>File No.</i>	<i>Subject</i>
285	78	Broadcast
286	79	Dress Rehearsal Delhi.
287	80	Appointment of Census staff for Amritsar District Volume I & II.
288	81	Recruitment and Training of Census staff for Himachal Pradesh.
289	82	Appointment and Training of Census staff for Pepsu.
290	83	Appointment and Training of Census Staff for Jullundur District.
291	84	Appointment and Training of Census Staff for Ludhiana District.
292	85	Appointment of Delhi District, Census staff.
293	86	Appointment of Census staff for Kangra District.
294	87	Recruitment and Training of Census staff for Gurgaon District.
295	88	Recruitment and Training of Census staff for Kangra District.
296	89	Recruitment and Training of Census staff for Hissar District Vol: I
297	90	Recruitment and Training of Census staff for Gurgaon District.
298	91	Recruitment and Training of Census staff for Simla District.
299	92	Appointment of District Census Officer, Gurgaon.
300	93	Appointment of Census staff for Gurdaspur District.
301	94	Appointment of Census staff for Karnal District.
302	95	Appointment of Census staff for Rohtak District.
303	96	Appointment of Charge Superintendents, Supervisors and Enumerators for Sengrur District.
304	97	Appointment of Census staff Barnala District.
305	98	Appointment of Census staff Mohindergarh District.
306	99	Appointment of Census staff Patiala District.
307	100	Appointment of Census staff for Pepsu.
308	101	Appointment of Census staff for Bhatinda District.
309	102	Appointment of Census staff for Kapurthala District.
310	103	Appointment of Census staff for Fatehgarh Sahib.
311	104	Appointment of Charge Superintendents, Supervisors and Enumerators for Kandaghat District.

POLICY

312	1	Preliminary arrangement for the Census of 1951 orders regarding all Government servants are bound to be assessed in the 1951 Census.
313	2	Set of Circulars.
314	3	Classification of engaged in burning line.
315	4	Prosecution of persons who refused to give correct reply to Census question.
316	5	Backward classes preparation list and collection of information.
317	6	Instructions issued by the Government of India.
318	7	Publication of Returns of Census
319	8	Supply of Population figures to Public.

<i>Seriat No.</i>	<i>File No.</i>	<i>Subject</i>
320	9	Backward classes preparation of lists and collection of information.
321	10	Census and House numbering instructions.
322	11	Delegation of Financial powers to Census Superintendent and Registrar General.
323	12	National Register areas—and Sections.
324	13	Census of Cantonments.
325	14	Statement showing areas and Population of each State.
326	15	Process of Census Economic data Indian Census Economic Classification Schedule.
327	16	National Register of Citizens.
328	17	Local Authorities Census Expenses Contribution bills.
329	18	Gohat Ration Cards.
330	19	Census Questionnaire No. 1, recording of father's or husband's name in the slips.
331	20	Notification regarding authorization to Deputy Commissioners in Punjab prosecution under Census Act, 1948.
332	21	Correspondence regarding procedure to be adopted to include the name of persons who have not been enumerated.
333	22	Confidential correspondence.
334	23	Census question No. 13 (Census Questionnaire).
335	24	Census Questionnaire question No. 2 part C Backward Classes.
336	25	Backward classes preparation of lists and collection of information.
337	27	Enumeration of Dwelling spare copies of the Punjab Enumeration of Dwelling Act, 1948.
338	28	Scheme for holding.
339	29	Enumeration of Dwelling Scheme for.
340	30	Instructions received from Registrar General about Sorter's tickets etc.
341	31	Tabulation Plans.
342	32	Enumeration of Dwelling Act 1948.
343	33	Enumeration and House Numbering.
344	34	Census 1951 Recognition of good work done and grant of certificate and Models.
345	35	Enumeration and House numbering general instructions.
346	36	Circular letters relating to the preliminary arrangement of Census 1951.
347	37	Enumeration of Dwelling of Temporary Sheds in Bombay City.
348	38	Jammu and Kashmir Census:
349	39	Sadhus Correct classification of.
350	40	Language Tabulation.
351	41	Natural Divisions and Sub-Divisions.
352	42	Census Reference Date.
353	43	Representation of Sikhs and Hindus, regarding Census.
354	44	Growth of General Population.
355	45	Backward Classes Brochure.
356	46	Displaced persons Brochure.

PRINTING AND STATIONARY (SUPPLY OF FORMS)

357	1	Supply of Forms.
358	2	Supply of Forms.
359	3	Supply of reference Books.
360	4	Supply of Forms to Deputy Superintendent Census, Delhi.
361	5	Printing and supply of Compiler's posting Statement forms.
362	6	Supply of Enumeration slips to S.D.O., Kulu.
363	7	Forms (ii) in respect of Military Enumeration.
364	8	Supply of Government Gazette.
365	9	Printing of Census Report 1951.
366	10	Supply of Census Enumeration pads.
367	11	Printing of Forms.
368	12	Printing and Despatch of Enumeration pads.
369	13	Printing of Message of Home Minister to Enumerators.
369-A	14	Tenders invited for Printing of District Census Handbook in Hindi of Bilaspur.
369-B	15	Tenders invited for the Supply of cardboards, laces and binding etc.

STATIONERY

370	1	Rubber Stamps.
371	2	Local Purchase of Stationery.
372	3	Condition for Local Printing by the Census Superintendent.
373	4	Supply of Papers for National Register of Citizens.
374	5	Registration of Telegraphic Address of Census Superintendent.
375	6	Requirement of Stationery for Census work by various Districts.
376	7	Supply of copy books for complaint books for various Districts.
377	8	List showing the names of Presidents of Small Towns, Notified Area Committees and Municipal Committees and District Boards.
378	9	Stationery Indent for Punjab.
379	10	Printing of heading of National Register of Citizens.
380	11	Schedule rates of the office of the Controller of Printing and Stationery.
381	12	Printing of Enumeration Booklets and issue of amendment slips.

TOUR PROGRAMME

382	1	Tour Programme of Census Superintendent Part I and II.
383	2	Tour Programme of Assistant Superintendent Census, Pepsu.
384	3	Tour Programme of Registrar General.
385	4	Tour Programme of Census Commissioner, Punjab.
386	5	Tour Programme of Personal Assistant to Census Superintendent.
387	6	Tour Programme of Deputy Superintendent Census.
388	7	Tour Programme (General).

Serial No. File No.

Subject

ACCOMMODATION

389	1	Location of office of Census Superintendent.
390	2	Installation of Telephone connection.
391	3	Supply of Enammelled plates.
392	4	Ceiling Fans (Purchase).
393	5	Allotment of House for Census Superintendent.
394	6	Allotment of Room No. 20 in the main Civil Secretariate, building for Provincial Census Superintendent.
395	7	Repair of thatched barracks at Jullundur.
396	8	Accommodation to Census Department at Patiala.
397	9	File regarding supply of Moorhas.
398	10	Calculating Machine.
399	11	Allotment of wooden cottage as residence to Provincial Census Superintendent at Simla.
400	12	Shifting of office from Jullundur to Oak Lodge Simla.

STATISTICS

401	1	Final Population, 1951.
402	2	Provisional Totals of Districts townwise (Himachal Pradesh).
403	3	Provisional totals of Districts townwise (Punjab).
404	5	Census 1951 Provisional Totals.
405	6	Provisional Totals.
406	7	Provisional Totals (Copies of Telegram).
407	8	Pepsu Telegram Provisional Totals.
408	9	Himachal Pradesh Telegram Provisional Totals.
409	10	Punjab Telegram Provisional Totals.
410	11	Himachal Pradesh Provisional Totals.
411	12	Bilaspur Provisional Totals.
412	13	Provisional Totals General correspondence.
413	14	Delhi Provisional Totals.
414	15	Provisional Totals of Districts townwise (Pepsu)
415	16	Provisional Totals of District townwise (Bilaspur).
416	17	Provisional Totals of District townwise Delhi.
417	18	Printing of Census handbooks.
418	19	Census of Cantonment areas.
419	20	Railway Census staff.
420	21	Displaced persons Tabulation.
421	22	Canteen in Oak Lodge, Simla.
422	23	House damaged by September rains.
423	26	Adjustment to be made for change of areas.

<i>Seriat No</i>	<i>File No.</i>	<i>Subject</i>
424	27	List of Sample Villages Indian Statistical Institute Govt. of India, National Sample Survey
425	29	Enumeration of Dwellings.
426	29	Supply of Area Statement.
427	30	Supply of Code Numbers.
428	31	Publicity for mean of livelihood Economic States.
429	32	Domestication of the Phoenix.
430	33	Census Bhakra Dam.
431	34	Refugee Census instructions regarding.
432	35	Refugee Census Results.
433	36	Miscellaneous Correspondence about stations.
434	37	Census of Evacuee houses.
435	38	Instructions issued by Government of India in connection with Census 1951.
436	39	Progress Report regarding house numbering and preparation of Houselists etc.
437	40	Population figures of Kangra District.
438	41	Review of Census Sample carried out at Ferozepur.
439	42	House numbering and houselists correspondence.
440	43	1951 Urban/Rural population.
441	44	Code numbers of Districts and tahsils in Punjab.
442	45	Code numbers of Railway Colonies.
443	46	Provision of Telephone in Census office Simla, residence of Provl. Census Superintendent.
444	47	Tabulation form for Census 1951.
445	48	Villagewise particulars about house numbering and population.
446	49	Supply of Polymetrical tables.
447	51	Results of 1941.
448	52	Recasting of 1931 and 1941 Census Tables.
449	53	Code numbers of Delhi state.
450	54	Electoral Roll figures
451	55	Tabulation scheme of Sorting.
452	56	Refugee Census cost of.
453	57	List of Dialects spoken in various districts in Punjab.
454	58	Code numbers of Pepsu.
455	59	Area Statement.
456	60	Provisional Totals for Cities.
457	62	Code numbers of (Himachal Pradesh).
458	63	Sorting and Compilation instructions.
459	64	Preparation of Tables.
460	65	Census of Small Scale Industries, General correspondance.

<i>Serial No.</i>	<i>File No.</i>	<i>Subject</i>
461	66	Census Registers.
462	67	Copies of Population registers of 1931-1941 of various Districts of Punjab
463	68	List of Villages of all districts in Punjab, Pepsu, Himachal Pradesh and Delhi.
464	69	Adjustment in areas.
465	70	Territorial adjustment as a matter of enclaves.
466	71	Containing data collection in respect of Census Tables.
467	72	Delimitation of Census tracts and Census Sub-Districts
468	73	List of Districts in various States in India.
469	74	Summer Census.
470	75	Declaration of Punjab Towns having above 5000 population.
471	76	Declaration of Pepsu Towns having above 5000 population.
472	77	Serial order of Tahsils and Districts in Punjab Zone.
473	78	Script used for writing up the enumeration slips during 1951 Census.
474	79	Forecast estimate for 1951 Census by Districts.
475	80	Declaration of Cities and Towns in Delhi.
476	81	Declaration of Towns having above 5000 population in (Himachal Pradesh).
477	82	Instructions for training of Enumerators.
478	83	General Instructions for Enumeration.

APPENDIX 'B'

Statement showing Adults, Non-adults and Dwelling houses of Districts of Punjab, Pepsu, Himachal Pradesh and
Bilaspur and Delhi as ascertained from the houselists.

Name of District	URBAN					RURAL					TOTAL URBAN AND RURAL				
	No. of Dwelling houses	Adults	Non-Adults	Total	No. of Dwelling houses	Adults	Non-Adults	Total	No. of Dwelling houses	Adults	Non-Adults	Total			
1	2	3	4	5	6	7	8	9	10	11	12	13			
1. Amritsar	70,765	2,03,807	2,00,870	4,04,677	1,85,694	4,85,107	5,26,491	10,21,598	2,56,459	6,98,914	7,27,361	14,26,275			
2. Gurdaspur	31,374	77,390	75,367	1,52,757	1,35,811	3,62,230	2,87,622	6,49,852	1,67,185	4,39,620	3,62,989	8,02,609			
3. Rohtak	29,467	74,545	63,241	1,37,786	2,00,637	5,54,614	4,92,461	10,47,145	2,30,104	6,29,229	5,55,702	11,84,931			
4. Ambala	40,691	1,24,118	1,01,496	2,25,614	1,62,269	3,76,039	3,26,650	7,02,689	2,02,960	5,00,157	4,28,146	9,28,303			
5. Ludhiana	29,258	1,07,246	1,08,609	2,15,855	1,27,564	3,17,065	2,69,803	5,86,868	1,56,822	4,24,311	3,70,412	8,02,723			
6. Kangra	6,011	15,213	9,349	24,562	1,98,846	4,86,810	4,26,991	9,13,801	2,04,857	5,02,023	4,36,340	9,38,363			
7. Ferozepur	53,565	1,29,208	1,06,018	2,35,226	2,22,630	5,92,039	5,65,175	11,57,214	2,76,185	7,21,247	6,71,193	13,92,440			
8. Jullundur	35,084	1,17,015	1,28,344	2,45,359	1,96,721	4,17,692	3,52,411	7,70,103	2,31,805	5,34,707	4,80,755	10,15,462			
9. Hoshiarpur	30,333	55,475	48,739	1,04,214	2,53,679	5,56,474	4,51,000	10,07,474	2,84,012	6,11,949	4,99,739	11,11,688			
10. Gurgaon	26,152	80,347	56,194	1,36,541	1,58,139	4,28,786	3,96,809	8,25,595	1,84,291	5,09,133	4,53,003	9,62,136			
11. Karnal	37,786	1,12,473	72,602	1,85,075	1,81,800	4,42,417	3,93,787	8,36,204	2,19,586	5,54,890	4,66,388	10,21,279			
12. Hissar	39,619	90,442	71,833	1,62,275	2,37,336	4,76,600	4,04,174	8,80,774	2,76,955	5,67,042	4,76,007	10,43,049			
13. Simla	20,078	44,029	20,607	64,635	20,078	44,028	20,607	64,635			
Total Punjab	4,50,183	12,31,307	10,63,269	22,94,576	22,61,116	55,05,943	48,93,374	1,03,99,317	27,11,299	67,37,250	59,56,643	1,26,93,893			

1	2	3	4	5	6	7	8	9	10	11	12	13
1. Patiala	24,782	82,492	66,523	1,49,015	91,886	2,71,386	2,30,062	5,01,448	1,16,668	3,53,878	2,96,585	6,50,463
2. Barnala	18,207	57,110	47,680	1,04,790	78,513	2,51,573	1,77,488	4,29,061	96,717	3,08,683	2,25,168	5,33,851
3. Bhatinda	24,310	63,135	56,152	1,19,287	1,02,832	2,93,885	2,46,260	5,40,145	1,27,142	3,57,020	3,02,412	6,59,432
4. Kapurthala	17,695	34,786	28,840	63,626	40,357	1,16,669	1,01,799	2,18,468	58,052	1,51,455	1,30,639	2,82,094
5. Fatehgarh Sahib	6,056	18,424	14,507	32,931	44,803	1,30,728	1,09,852	2,40,580	50,859	1,49,152	1,24,359	2,73,511
6. Sangrur	16,626	52,749	43,343	96,092	98,029	2,81,505	2,45,677	5,27,182	1,14,655	3,34,254	2,89,020	6,33,274
7. Mohindergarh	5,768	24,098	18,728	42,826	50,835	2,47,092	1,66,116	4,13,208	56,603	2,71,190	1,84,844	4,56,034
8. Kohistan	5,582	7,622	5,605	13,927	32,177	76,415	54,029	1,30,444	37,759	84,037	59,634	1,43,671
Total Pepsu	1,19,026	3,40,416	2,81,378	6,21,794	5,39,429	16,69,253	13,31,283	30,00,536	6,58,455	20,09,669	16,12,661	36,22,330
1. Chamba	1,508	3,732	2,949	6,681	34,305	97,924	67,583	1,65,507	35,813	1,01,656	70,532	1,72,188
2. Mandi	4,741	8,805	7,222	16,027	61,868	1,64,852	1,34,800	2,99,652	66,609	1,73,657	1,42,022	3,15,679
3. Sirmoor	1,707	5,522	4,493	10,015	30,711	94,157	54,735	1,48,892	32,418	99,679	59,228	1,58,907
4. Mahasu	2,263	5,293	3,288	8,581	81,833	1,95,610	1,21,233	3,16,843	84,096	2,00,903	1,24,521	3,25,424
Total Himachal	10,219	23,352	17,952	41,304	2,08,717	5,52,543	3,78,351	9,30,894	2,18,936	5,75,895	3,96,303	9,72,198
Bilaspur State	825	2,072	3,951	6,023	26,233	77,255	55,906	1,33,161	27,058	79,327	59,857	1,39,184
Delhi State	2,34,382	15,78,158	41,755	2,45,215	2,76,137	18,23,373
Total Punjab Zone	8,14,635	15,97,147	13,66,550	45,41,855	30,77,250	78,04,994	66,58,914	1,47,09,123	38,91,885	94,02,141	80,25,464	1,92,50,978

Note :—Delhi figures for Adults and non-adults were not available separately as the preparation of houselists was dropped for certain reasons.

APPENDIX C

Statement showing the number of Charge-Superintendents, Supervisors and Enumerators recruited during the 1951—Census

Name of District	OFFICIALS			NON-OFFICIALS			TOTAL		
	Charge Superintendent	Supervisors	Enumerators	Charge Superintendent	Supervisors	Enumerators	Charge Superintendent	Supervisors	Enumerators
PUNJAB									
1. Kangra ...	28	367	2,054	257	28	367	2,311
2. Hoshiarpur ...	38	546	3,612	38	546	3,612
3. Jullundur ...	74	413	2,088	74	413	2,088
4. Ludhiana ...	59	295	1,767	59	295	1,767
5. Amritsar ...	50	553	2,772	50	553	2,772
6. Gurdaspur ...	55	274	1,644	55	274	1,644
7. Simla ...	7	19	206	7	19	206
8. Ambala ...	41	596	3,132	41	596	3,132
9. Rohtak ...	30	406	2,099	30	406	2,099
10. Hissar ...	73	364	2,183	73	364	2,183
11. Gurgaon ...	40	470	1,917	40	470	1,917
12. Karnal ...	78	390	2,337	78	390	2,337
13. Ferozepur ...	51	506	2,538	51	506	2,538
Total Punjab ...	624	5,199	28,349	257	624	5,199	28,606
Patiala and East Punjab States Union.	182	1,331	4,372	182	1,331	4,372
Himachal Pradesh ...	68	366	1,223	600	68	366	1,823
Bilaspur ...	2	36	93	...	12	32	2	48	125
Delhi ...	941	4,392	38,093	941	4,392	38,093
Total Punjab Zone ...	1,817	11,324	72,130	...	12	889	1,817	11,336	73,019

APPENDIX 'D'

Statement showing the dates on which Census Records were received from each district, in the Tabulation Offices

Name of Tabulation Office	Name of District	Date of receipt of record
Tabulation Office, Simla	Punjab	
	1. Simla	19th March, 1951.
	PEPSU	
	1. Bhatinda	19th to 26th April, 1951.
	2. Kandaghat	27th March, 1951.
	3. Barnala	15th to 17th March, 1951.
	4. Fatehgarh Sahib	19th to 21st March, 1951.
	5. Mohindergarh	19th March, 1951.
	6. Sangrur	4th to 5th April, 1951.
	7. Patiala	16th April 1951.
	8. Kapurthala	29th March, 1951
	Himachal Pradesh	
	1. Mandi	2nd April, 1951.
	2. Chamba	4th May, 1951.
	3. Srimur	26th March, 1951.
4. Mahasu	3rd to 16 April, 1951.	
Bilaspur		
1. Bilaspur	21st March, 1951.	
Tabulation Office, Jullundur	Punjab	
	1. Hoshiarpur	16th to 19th March, 1951.
	2. Ludhiana	27th to 28th March, 1951.
	3. Gurdaspur	29th to 31st March, 1951.
	4. Amritsar	2nd April, 1951.
	5. Ferozepur	3rd to 4th April, 1951.
	6. Jullundur	5th to 10th April, 1951.
7. Kangra	15th to 20th April, 1951.	
Tabulation Office, Delhi	Punjab	
	1. Ambala	17th March, 1951.
	2. Karnal	4th April, 1951.
	3. Rohtak	17th March 1951.
	4. Hissar	26th March, 1951.
	5. Gurgaon	12th March, 1951.
Delhi State		
1. Delhi	8th March to 5th May, 1951.	

APPENDIX E

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
NOTIFICATIONS

New Delhi—3, the 7th March, 1950

No. 2/4/49-Public.—Shri Lakshmi Chandra Vasishtha, P. C. S., is appointed Superintendent of Census Operations, Punjab, Pepsu and Delhi, with effect from the afternoon of the 18th January, 1950.

Sd. FATEH SINGH
Deputy Secretary to the Government of India.

No. 2/4/49-Public.

Copy forwarded to the
Government of Punjab/Accountant General,
Punjab. Establishment Officer/Registrar
General/Shri Lakshmi Chandra Vasishtha,
Superintendent of Census Operations, Punjab,
Jullundur,
for information.

By order,
Sd. A. V. Raman.
Under Secretary to the Government of India.
New Delhi, the 12th January, 1950

No. 2/26/49(1)-Public.—In pursuance of section 3 of the Census Act, 1948 (XXXVII of 1948) the Central Government is pleased to declare that a census of the population of India shall be taken during the year 1951. The reference date for the census will be sunrise on the 1st March, 1951.

Sd. FATEH SINGH
Deputy Secretary to the Government of India.
Copy to :—
All Superintendents of Census Operations,
and Census Commissioners

Copy of D. O. No. 229/CS, dated the 4th February, 1950, from the Provincial Census Superintendent, Punjab, Pepsu, Delhi, Himachal and Bilaspur, to the address of all Deputy Commissioners.

The next ten yearly Census of India (including the Provinces, States and State Unions) is due on 1st March, 1951. In the current year of 1950, some essential preliminary work has to be done in order to make the Census Operations a success. Enumerations of Dwellings under Act XXIV of 1948 (including house numbering) has to be arranged for. Both in towns and villages houselists on specified forms have to be prepared and possibly rough plans of *abadi* (about which a decision is expected to be reached in the Census Conference to be held at Delhi in the last week of this month).

2. To facilitate the carrying out of the above preliminary work and as well as other Census work to

follow, it will be necessary to entrust the Census work in a district to a Senior P.C.S. Officer, preferably the Revenue Assistant to be designated as Officer-in-charge Census Operations and to have him invested with the powers of District Census Officer under the Census Act. In the Sub-Divisions, Sub Divisional Officers should be placed in charge of this work. The Tehsildars serving in a district will be performing duties of Tehsil Census Officers. The work in regard to house numbering, preparation of house lists, and maps of *Abadis* (if to be under-taken) will be carried out by the village patwaris in the rural areas, and by the Municipal Staff in the Urban Areas. Detailed instructions will be issued in the end of this month about the manner in which this work is to be completed.

3. Meanwhile, Enumeration of Evacuee Houses is to take place from 15th February next in the Punjab. The Director General Rehabilitation (Rural) has issued necessary instructions for house-numbering preparation of maps of *abadis*, and Registers of evacuee houses. It cannot be over emphasized that the registers of houses and village maps now to be prepared will not only form the basic records for distribution of evacuee houses to displaced persons, but also for decision of disputes involving rights of ownership etc., of the houses shown in the registers of houses. Hence it is very necessary that effective supervision be carried out by the Field Kanungos and Revenue and Rehabilitation Officers when the registers and maps are under preparation. General control over this work should rest with the Revenue Assistant.

4. While I would be discussing with you the general aspects of the Census work of your district, I would like to take an opportunity to go into details with the Revenue Assistant, the Officer-in-charge Local Bodies, the Organizer Rationing and Civil Supplies and the Executive Officer or the Secretary of the Local Body functioning at the district headquarters, the Secretary District Board and the District Inspector of Schools, in regard to the work mentioned above and I shall be grateful if they could be invited to a meeting to be held in the district courts (your court room or some other suitable place) at 11 A. M. on the day following my arrival in your district.

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
OFFICE OF THE REGISTRAR
GENERAL INDIA
No. 450 (a)/50-RG

A copy of the undermentioned paper is forwarded to all Superintendents of Census Operations and Census Commissioners.

By order,
Sd. D. NATARAJAN
For Registrar General, India.
New Delhi. (3) the 26th May, 1950

PAPER FORWARDED

Copy of Defence Ministry's letter No. 14647-G/-D. 8 (a)/49, dated the 17th January, 1950.

Copy of Defence Ministry's letter No. 14647-G/D. 8 (a)/49 dated the 17th January, 1950 to The General Officers Commanding-in-Chief.

Subject :—1951 CENSUS

The Government of India have decided that the expenses in connection with the forthcoming Census in 1951 in Cantonments should be met from the Cantonments Funds concerned. Under Clause (1) of Section 117 of the Cantonments Act, 1924 (11 of 1924), they declare that the Expenditure on that Census is an appropriate charge on the Cantonment Funds.

2. I am directed to request that the Cantonment Boards in your jurisdiction may be informed accordingly and may be asked to co-operate with the Census Officers in their work.

OFFICE OF THE PROV. CENSUS
SUPERINTENDENT

No. 547/C.S. dated, Jullundur, the 2nd June, 1950.

Copy forwarded to All Deputy Commissioners in Punjab, Pepsu, Himachal Pradesh and Delhi.

2. Census Superintendents Himachal Pradesh, Bilaspur, Delhi and Pepsu.

3. Executive Officers of Cantonments in Punjab, Pepsu, Himachal Pradesh and Delhi.

Sd. LAKSHMI CHANDRA VISISHTHA
Provincial Census Superintendent,
Punjab, Pepsu, Delhi, Himachal
Pradesh and Bilaspur.

Copy of D. O. No. CSP 9 dated the 14th August, 1950 from the Superintendent of Census Operations Bombay, Saurashtra and Kutch to Registrar General, India, New Delhi.

I should be grateful for your advice on the following matter.—

In the City of Bombay there is a large number of temporary and insanitary sheds and shelters that are put up by squatters. I have advised the Municipality not to assign house-numbers to these for the present since the essence of house-numbering is that it should be permanent and maintained and these structures will be removed as soon as their demolition can conveniently be effected.

Question 1. of the Census Questionnaire is designed to elicit information about the size and composition of family households. Persons living in these temporary shelters or hutments generally live as family units whereas the strictly houseless persons, of which there is a considerable number in Bombay, are generally men who sleep on pavements but whose families are in the districts.

These strictly houseless persons will be enumerated in the course of the one-night count on 28th February/1st March, 1951, and 'O' will be written instead of a housenumber. But as regards the persons living in temporary shelters, their enumeration can be most conveniently effected by giving a temporary number to the shelters shortly before the Census and their enumeration can spread over a period of day preceding the night of 28th February/1st March.

The only question is whether it is desirable to distinguish between dwellers (generally family households) in temporary sheds of this type and strictly houseless persons. Personally I feel this is unnecessary refinement, and that though we should for convenience of enumeration number these temporary huts before enumeration begins, write temporary numbers outside the main permanent sequence, prepare houselists, and spread their enumeration over a period of days, they should for other Census purposes be treated as houseless persons.

This will of course give an inflated figure for the houseless persons of Bombay, but if we prepare houselists when assigning temporary numbers to these huts, showing the number of adults and children in each hut, this figure, when subtracted from the total number of slips bearing 'O' in place of a housenumber will give the true houseless population of Bombay City. We would, however, have no data as regards the size and composition of family households in the case of such temporary hutments.

If the latter information were essentially required, then 'T' to indicate temporary could be placed before the housenumber temporarily assigned outside the main sequence but there is no sense in assigning permanent numbers to structures that will disappear very rapidly.

I should be grateful for your agreement to temporary hut-dwellers being enumerated as mentioned in this letter.

Copy of letter No. 14 (5) 06-p, dated Patiala the January, 1950 from the Deputy Secretary to Government Home Department to the Auditor-in-Chief, Pepsu, Patiala.
Subject :—CREATION OF TEMPORARY POSTS FOR THE
CENSUS DEPARTMENT.

In continuation of this Department letter No.F.14 (5)06p, dated the 8th December, 1949. I am directed to say that the Census Department of the Union will be taken over by the Government of India on the 13th April, 1950 and not 1st April, 1950. The duration of the posts may, therefore, be taken till that date.

Copy of endorsement No.F.14(5)06p, dated 19-1-50 from the Under Secretary to Government Home Department.

Copy forwarded to the Chief Accounting Officer, Pepsu, Patiala (through Finance Department) for information and necessary action.

Copy of endorsement No.F.Estt.17 (13)06-16359 dated 9-2-50 from the Under Secretary to Government Finance Department.

Copy forwarded to the Chief Accounting Officer, Papsu, Patiala for information in continuation of this office endorsement No. 14410, dated 3-1-50.

Copy of Government Resolution No. H-17 dated Patiala the 20th September, 1949 from the Under Secretary to Government, Home Department to the Comptroller, Pepsu, Patiala.

His Highness the Rajpramukh is pleased to sanction the creation of the following posts for Census work.

(1) A temporary post of Assistant Superintendent Census in the Grade of Rs. 250-700.

(2) A temporary post of Assistant in the grade 80-220 for the present, subject to revision when the status of the department is defined.

The expenditure will be debited to Demand No. 37-Miscellaneous Departments, under a new sub-head M-Census in anticipation of the Provisions of funds, for which a proposal will be submitted in due course by the Department concerned.

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
OFFICE OF THE REGISTRAR GENERAL, INDIA.

No. 37/7/50-RG,

New Delhi-2 the 5th march, 1951.

To

The Superintendent of Census Operations,
Punjab (I), Rehabilitation Secretariat,
Punjab, Jullundur.

Subject : CREATION OF POST OF ASSISTANT
SUPERINTENDENT OF CENSUS, PEPSU.

Reference your letter No.986/51/cs, dated the 28th February, 1951 on the subject mentioned above.

2. In the circumstances stated I sanction the continued employment of Shri Amba Parshad, Assistant Superintendent Census, Pepsu, upto 15th March, 1951, on the terms and conditions mentioned in my letter No.37/7/50-RG, dated the 12th February, 1951.

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

NOTIFICATION

New Delhi- 2, the 8th March, 1951

No. 2/12/51-Public.—Shri Ranbir Singh is appointed Census Superintendent, Patiala and East Punjab States Union, in addition to his duties as Chief Electoral Officer, Patiala and East Punjab States Union, with effect from the date he assumes charge of the post till further orders.

Sd. FATEH SINGH
Deputy Secretary to the Government of India.

No. 2/12/51-Public.

Copy Forwarded for information.—

1. Registrar General, India.
2. Superintendent of Census Operations, Punjab, Patiala and East Punjab States Union, Delhi, Himachal and Bilaspur, Jullundur.
3. The Comptroller, Patiala and East Punjab States Union, Patiala.
4. The Ministry of States.

By order,
Sd. A.V. RAMAN
Under Secretary to the Government of India.

OFFICE OF THE CHIEF COMMISSIONER
BILASPUR (SIMLA HILLS)

NOTIFICATION

Bilaspur, the 22nd December, 1950

No. Hom (K)-8/II/132/50.—In exercise of the powers under Sub-section 2 of Section 4 of Act No. XXXVII of 1948 (the Census Act 1948) read with the Government of India Ministry of States Notification No. 104-J dated 24th August 1950, as amended by their Notification No. 110-J., dated 25-8-50, the Chief Commissioner is pleased to appoint Shri Sohan Singh Land Acquisition Officer, Bilaspur as the Census Officer and Shri N.D. Adya Tehsildar and Shri H.C. Malhotra. Naib Tehsildar as Tehsil Census Officers for their respective tehsils, with immediate effect.

By order,
Sd.
for Secretary, to the Chief Commissioner.

Copy to :—

1. Shri Sohan Singh.
2. Shri N.D. Adya.
3. Shri H.C. Malhotra.
4. The Collector and D.M.
5. The Finance Officer.

No. Hom (K) 8/11/1950-Bilaspur, the 22nd December, 1950

1. The Provincial Census Superintendent, Himachal Pradesh, Delhi, Pepsu, Punjab and Bilaspur, Jullundur with reference to his letter No. 352-Cen, dated 16th May, 1950.
2. The Manager Government of India Press, Simla for publication in Part III Section 3 of the Gazette of India.
3. The accountant General Punjab, Simla.

Sd.
Secretary, to the Chief Commissioner.

ORDER OF THE GOVERNOR OF PUNJAB

The services of Ch. Rattan Singh, P.C.S., Sub-Divisional Officer, Dalhousie, are placed at the disposal of the Chief Commissioner, Delhi for appointment as Deputy Census Superintendent, Delhi with effect from the date he is relieved of his duties at Dalhousie.

2. S. Sher Jasjit Singh, P.C.S., Additional Distt. Magistrate, Gurdaspur, will hold charge of the Dalhousie Sub-Division in addition to his own duties, pending the appointment of another officer as Sub-Divisional Magistrate, Dalhousie.

Dated, Simla-2 the 25th April, 1950. Sd. M.R. SACHDEV
Chief Secretary to Government,
Punjab.

No. 2654-G-50/1-1630, dated Simla-2, the 25th April, 1950

A copy is forwarded for information to the Chief Commissioner, Delhi with reference to the correspondence ending with his confidential D.O. No. 648/ST/CS/50, dated the 11th/12th April, 1950.

By order,
Sd. R.D. CHADHA
Superintendent Gazette,
for Chief Secretary to Government, Punjab.

No. 2654-G-50/1-1631, dated Simla-2, the 25th April, 1950

A copy is forwarded for information to:—

1. The Deputy Commissioner, Gurdaspur for communication to Ch. Rattan Singh and S. Sher Jasjit Singh. Ch. Rattan Singh should be relieved as early as possible and directed to proceed to Delhi.
2. The Commissioner, Jullundur Division
3. Pt. Lakshmi Chandra Vashishta, P.C.S., Census Superintendent, Punjab, Jullundur,
4. Accountant-General, Punjab (GAD III Section), Simla.
5. The Secretary to the hon'ble Chief Minister, Punjab, Simla.

By order,
Sd.
Superintendent Gazette.
for Chief Secretary to Government Punjab.

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
NOTIFICATION

New Delhi-3, the 13th July, 1950

No. 2/28/50-Public.—Shri Rattan Singh, P.C.S., is appointed Deputy Superintendent of Census Operations, Delhi with effect from the forenoon of the 15th May, 1950.

Sd. FATEH SINGH
Deputy Secretary to the Government of India.

No. 2/28/50-Public.

Copy forwarded for information to:—

- (1) The Registrar General, India.
- (2) The Accountant General, Punjab.
- (3) The Accountant General, Central Revenues, New Delhi.
- (4) The Chief Commissioner, Delhi.
- (5) Shri Rattan Singh, Deputy Superintendent of Census, Delhi.
- (6) The Superintendent of Census Operations, Punjab.

By order,
Sd. A.V. RAMAN
Under Secretary to the Government of India.

ORDER OF THE GOVERNOR OF PUNJAB

Sanction is accorded to the creation of a post of Personal Assistant to the Provincial Census Superintendent in the scale of the P.C.S., Officer.

2. The question of grant of additional pay as deputation allowance to the officer to be appointed to this post is under consideration of Government and orders will issue later on.

Sd. P.M. ISMAIL
Secretary to Government Punjab,
Health and Local Government Departments.

No. 3066-LG-50/II-8009, dated Simla-2, the 5th May, 1950.

A copy is forwarded to the Accountant General, Punjab for information.

By order,
Sd. PYARE LAL
Assistant Secretary to Government Punjab,
Finance Department.

No. 3066-LG-50/II-8010, dated Simla-2 the 5/6th May, 1950.

A copy is forwarded to the Provincial Census Superintendent, Punjab, Jullundur for information. The justification of grant of an allowance equal to the 20% of the pay of the officer to be appointed should be furnished to Government at a very early date

Sd.
Superintendent, Local Government (Boards),
for Secretary to Government, Punjab,
Health and Local Government Departments.

EXPRESS TELEGRAM STATE

- (1) Deputy Commissioner Jullundur.
- (2) Census Superintendent, Jullundur.

No. RA-50.—Direct S. Hardy Singh to relinquish charge as Personal Assistant to Census Superintendent and take over charge as Magistrate at Jullundur pending further orders stop addressed Deputy Commissioner, Jullundur reported Census Superintendent, Jullundur.

Not to be telegraphed—

Sd. R. D. Chadha,
Superintendent Gazettee,
for Chief Secretary to Government, Punjab.

No. 6802-G-50/1-197, dated Simla the 25th August 1950.

A copy is forwarded by post to—

1. The Deputy Commissioner, Jullundur.
2. The Commissioner, Jullundur Division.
3. The Census Superintendent, Punjab, Pepsu, etc., Jullundur.
4. S. Hardyal Singh, P. C. S., Personal Assistant to the Census Superintendent, Punjab, Pepsu, etc., Jullundur.

By order,

Sd. Superintendent Gazette,
for Chief Secretary to Government Punjab.

No. 6802-G-1-198, dated Simla-2, the 25th August, 1950.

A copy is forwarded to the Accountant General, Punjab, G.A.D. III Section, Simla for information.

By order,

Sd. R. D. CHADHA
for Chief Secretary to Government, Punjab.

Copy of letter No. 2/36/51-Public, dated the 20th June, 1951 from the Under Secretary to the Government of India, Ministry of Home Affairs, New Delhi, to the Registrar General, Ministry of Home Affairs, New Delhi.

Subject :—CENSUS - 1951 — APPOINTMENT OF SHRI HARDYAL SINGH AS PERSONAL ASSISTANT TO THE SUPERINTENDENT OF CENSUS OPERATIONS, PUNJAB.

I am directed to convey the sanction of the President to the creation of a post of Personal Assistant to the Superintendent of Census Operations, Punjab and to the appointment thereto of Shri Hardyal Singh with effect from the 10th August, 1950 to the 1st September, 1950. While holding this post Shri Hardyal Singh was entitled to a deputation allowance equal to 20% of his pay in addition to his grade pay plus dearness and other allowances admissible to such Central Government Officers.

2. The expenditure is debitable to the sanctioned grant for the year 1951-52 under Demand No. 54 Census (Punjab Circle).

Copy of endorsement No. 2/36/51-Public, dated New Delhi the 20th June, 1951

Copy, with a spare copy, forwarded to the Ministry of Finance for information and transmission to the Accountant General, Punjab.

2. The sanction has been given by this Ministry with the concurrence of the Ministry of Finance vide their u. o. No. 5020 EGI/51, dated the 18th June, 1951

By order,
Sd.

Under Secretary to the Government of India

No. 2/36/51-Public, dated the 20th June, 1951.

Copy forwarded for information to—

- (1) The Secretary to the Government of Punjab, Health & Local Government Departments, Simla.
- (2) Superintendent of Census Operations, Punjab, Simla.

By order,

Sd.

Under Secretary to Government of India.

Copy of notification No. G-101 39/50, dated the 15th June, 1950.

The Chief Commissioner, Himachal Pradesh is pleased to direct that Captain Inder Sen, Director of Civil Supplies, Himachal Pradesh, should work with immediate effect as Census Superintendent for Himachal Pradesh, in addition to his own duties.

By Order.

Sd. FAQIR CHAND
Registrar,

Himachal Pradesh, Secretariat.

No. G-101-39/50.

Copy forwarded to all concerned.

HIMACHAL PRADESH GOVERNMENT
SIMLA 4.

“NOTIFICATION”

Dated the 15th June, 1950.

No. G-101-39/50—In exercise of the powers conferred by Sub-Section (4) of Section 4 of the Census Act 1948 (Act No XXXVII of 1948), the Chief Commissioner, Himachal Pradesh is pleased to delegate powers to the Deputy Commissioners in Himachal Pradesh to appoint Census Officers within their district under sub-section (2) of the said section.

By Order

Sd. INDER SEN
Census Superintendent,
Himachal Pradesh.

No. G 101-39/50

Copy forwarded to all concerned

Sd. INDER SEN
Census Superintendent,
Himachal Pradesh.

(To be published in part 1-A of Punjab Gazette)
LOCAL GOVERNMENT DEPARTMENT
BOARDS
NOTIFICATION

Dated Simla-2, the 20th April, 1950.

No.1876-LG-50/11-5028.— In exercise of the powers conferred by sub section (2), of section 4 of the Census Act, 1948, the Governor of the Punjab is pleased to appoint the following officers as Census

Officers for the purpose of the said Act.—

1. All Deputy Commissioners in the Punjab within their respective districts.

2. All Assistant Commissioners or Extra Assistant Commissioners Incharge of the sub-Divisions in the Punjab within their sub-divisions.

3. All Assistant Commissioners or Extra Assistant Commissioners serving as Revenue Assistants to Deputy Commissioners in the Punjab in their respective districts.

Sd. P. M. ISMAIL

Secretary to Government Punjab,
Health and Local Government Departments.

No. 1876-LG-50/II-5029

Copy to all concerned.

(To be published in part 1-A of Punjab Government Gazette)

LOCAL GOVERNMENT DEPARTMENT

CENSUS

NOTIFICATIONS

Dated Simla-2 the 18th December, 1950

No. 8379-LG (A)-50/II-10242.— In exercise of the powers conferred by sub-section (2) of section 4 of the Census Act (XXXVII of 1948), the Governor of the Punjab is pleased to appoint the Tahsildars and Naib Tahsildars in Punjab State as Tahsil Census Officers for the purposes of the said Act within respective circles in their tahsils.

Sd. P. M. ISMAIL

Secretary to Government Punjab,
Health and Local Government Departments

No. 8379-LG (A)-50/II-10243

A copy is forwarded to the Provincial Census Superintendent Punjab, Pepsu, Delhi, Himachal and Bilaspur, Jullundur for information and necessary action with reference to his memorandum No. 1823/C.S. dated the 12th October, 1950.

By order.

Sd. JAGAN NATH

Superintendent Local Government (A),
for Secretary to Government Punjab,
Health and Local Government Departments.

Dated Simla-2, the 30th May, 1950.

No. 3505-LG-50/II-8276.— In exercise of the powers conferred by sub-section (2) of section 4 of the Census Act 1948, the Governor of the Punjab is pleased to appoint the Administrator, Simla within his administration, as Census Officer for the purpose of the said Act.

Sd. P. M. ISMAIL

Secretary to the Government Punjab,
Health and Local Government Departments

No. 3505-LG-50/II-8277,

A copy is forwarded for information to the Provincial Census Superintendent, Jullundur with reference to his memorandum No. 405/Census, dated the 22nd May, 1950.

By order,

Sd. JAGAN NATH,
Superintendent Local Government (Boards),
for Secretary to Government Punjab,
Health and Local Government Departments.

No. 3505-LG-50/II-8278

A Copy is forwarded to the Administrator Simla for information.

By order.

Sd. JAGAN NATH,
Superintendent Local Government (Boards)
for Secretary, to Government Punjab,
Health and Local Government Departments.

Part I-A Punjab Government Gazette April 28, 1950.

No. 1876-LG-50/II-5031.— In exercise of the powers conferred by sub-section (4) of section 4 of the Census Act, 1948 the Governor of the Punjab is pleased to delegate to the Provincial Census Superintendent and Enumeration Commissioner, the powers of appointing Census Officers conferred by sub-section (2) of Section 4 of the said Act.

LOCAL GOVERNMENT DEPARTMENT

BOARDS

NOTIFICATIONS

Dated Simla-2, the 20th April, 1950.

No. 1876-LG-50/II-5025.— In exercise of the powers conferred by sub-section (3) of section 4 of the Census Act, 1948, the Governor of the Punjab is pleased to authorise all the Census Officers to sign a declaration within the local area of their jurisdiction for appointment of charge Superintendents, Supervisors and Enumerators.

Sd. P. M. ISMAIL

Secretary to Government Punjab,
Health and Local Government Departments.

GOVERNMENT OF PATIALA & E P. STATES
UNION

HOME DEPARTMENT

NOTIFICATION

Dated Patiala the 29th May, 1950.

No. 113.— In exercise of the powers conferred by sub-section (2), of section 4 of the Census Act, 1948, the Government is pleased to appoint the following as Census Officers within the State of Patiala and East Punjab States Union for the purposes of the said act.

1. All Deputy Commissioners incharge of Sub-division within their sub-divisions;

2. All Assistant Commissioners incharge of sub-division within their sub-divisions;

3. All Assistant Commissioners (Revenue) in their respective Jurisdictional limits.

Sd.

Chief Secretary to Government.

No. P. 14 (1)06-PL, dated Patiala the 30th May 1950

Copy forwarded to all concerned.

Sd. R. D. KAPUR

Under Secretary to Government.

Copy of letter No. E5/Census/1951, dated the 27th May, 1950 from the Chief Census Officer, G. I. P. Railway Bombay to the Chief Commissioner, Delhi.

RE : CENSUS 1951

The General Manager, G.I.P. Railway has nominated the undersigned to act as Chief Census Officer for the Railway in connection with the ensuing Census. He has also nominated the Divisional Traffic Managers of the Railway to act as Divisional Railway Census Officers within their respective charges as indicated in Annexure "A" which also shows in what states the charge lies.

2. The undersigned and the Divisional Railway Census Officers will be glad to render necessary assistance to the Civil and Revenue authorities in all matters connected with the Census. As Railway employees are normally busy in connection with their Railway duties, and as there will be sufficient work to do even for the Railway area, it is considered advisable to confine the Census responsibilities of the Railway staff to the Railway area only. It is seen from records in this office that in the 1941 Census also, the Census responsibilities of Railway staff were confined to the Railway area.

3. In order that Railway staff entrusted with Census work may have a clear idea of what is expected of them and also as to how they fit into the Census scheme of the various states, it will be necessary to issue clear instructions in the Railway's Weekly Gazette. It is proposed to issue these instructions on the lines of the instructions issued for the 1941 Census with such imodifications as are required to be made on the advice of the Census authorities in the States concerned. Accordingly, a copy of the instructions issued in 1941 is enclosed (Annexure "B") and you are requested to advise the undersigned whether, so far as your State is concerned, instructions may be issued for the 1951 Census along these lines. Any changes considered necessary may kindly be indicated clearly.

4. You are requested to furnish the undersigned and the Divisional Railway Census Officers concerned with copies of all Census literature issued by you (including circular instructions, codes, etc). You are also requested to send copies of any further literature that may be issued by you.

5. It is suggested that the corresponding District and Revenue authorities in your State may be advised about the appointment of Divisional Railway Census Officers so as to facilitate direct contact and correspondence at the District/Divisional level.

"ANNEXURE 'A' "

Statement showing the respective charges of divisional traffic Managers of the G.I.P. Railway indicating the states in which the charge lies.

Headquarters Station	Name of the DVTM	Limit of the charge	States in which the charge lies
Bombay.	Mr. E. J. Simoes	Bombay-Igatpuri (in), Kalyan-Poona (in); Harbour Branch; Mahim Chord; Karjat-Khopoli and Kurla Mankhurd Branch.	Jurisdiction is entirely within Bombay State.
Bhusaval	Mr. K.V. Pandit	Igatpuri (ex)-Itarsi (in) Bhusaval-Badnera (in); Badnera-Amraoti; Chalisgaon-Dhulia; Pachora-Jamner; Jalamb-Khamgaon; Murtazapur Ellichpur and Murtazapur-Yeotmal.	Jurisdiction covers areas situated in Madhya Pradesh (Bhusavl-Itarsi, Bhusaval-Badnera) and areas situated in Bombay State (Igatpuri Bhusaval).
Nagpur	Mr. K.S. Venkatachalam	Badnera (ex) Nagpur; Nagpur-Itarsi (ex). Amla. Parasa; Wardha-Balharshah; Tadali-Ghugus; Pulgaon-Arvi and Maijri-Rajur.	Jurisdiction is entirely within Madhya Pradesh.
Jubbulpore	Mr. C.S. Parameswaran. (at present Mr. F.C. Bhandari)	Itarsi (ex) Naini, Chheoki (ex); and Bina (ex)-Katni.	Jurisdiction covers areas situated in Madhya Pradesh (Itarsi-Katni, Bina-Katni), areas situated in Vindhya Pradesh (Katni-Manikpur) and areas situated in Utter Pradesh (Manikpur to Allahabad).

Headquarters Station	Name of the DVTM	Limit of the charge	States in which the charge lies
Jhansi	Mr. L.D. Panke	Itarsi (ex) Okhla; Bhopal-Ujjain; Bina-Kotah; Jhansi-Kanpur Central; Jhansi-Manikpur (ex); Ait-Kunch; Bhimsen-Khairada.	Jurisdiction includes areas situated in Uttar Pradesh, areas situated in Punjab (Kosikalan-Delhi) areas situated in Madhya Bharat (Bhopal, Ujjain, Bina-Kotah Datia, Gwalior), areas in Madhya Pradesh (Bina-Lalitpur and Itarsi-Bhopal) and Bhopal and Delhi.
Sholapur	Mr. B. Natarajan	Poona (ex) Raichur; Dhond-Manmad (ex); and Dhond-Baramati.	Jurisdiction covers areas in Bombay State (Manmad-Dhond, Dhond-Gulberga) and areas situated in Hyderabad State (Gulberga to Raichur).

ANNEXURE 'B'

Extract from G.I.P. Railway Weekly Gazette dated 26th July 1940.

No.-563—DECENNIAL CENSUS—1941

The Decennial Census will be carried out during a few days on each side of the central date 1st March, 1941.

2. Relevant instructions concerning the Census of Railways are embodied herewith (as Appendix I) for the information of all concerned.

3. The General Manager has deputed the Senior Accounts Officer (Establishment Section) F.A. and C.A.O's Office to act as Chief Census Officer for the G.I.P. Railway, while the Divisional Traffic Managers of this Railway have been appointed to act as Divisional Census Officers.

4. It should be noted that the census will be carried out under the general direction of the Civil Authorities and that local Railway officers will co-operate, and will supply, when necessary, the staff of Supervisors and Enumerators required for the enumeration of persons on Railway premises, which are defined as including railway stations within distant signals.

5. The duty of Government servants in connection with the census is laid down in Government of India Home Department's letter No. 45-2-40 Public dated 8th February, 1940 (circulated under Railway Board's letter No. 412 G dated 24th February, 1940) the relevant extract

from which is reproduced below).

" The Census enumeration in the past (as distinct from tabulation) has been possible only by the fullest use of an existing administrative agencies on a voluntary basis and by the co-operation of the public as a whole.

In any such general scheme the central Government's employees should give the lead and departments of the Government of India are therefore being asked to ensure that all employees of the Central Government where ever they are stationed with the exception of members of the different services and police officers, are instructed to accept and perform readily and loyally any work in connection with the enumeration which is placed on them by responsible local officers "

6. The need for full co-operation by the Railway authorities with the local census authorities has also been made clear in Railway Board's letter No. 39 CE 2 (2) of 28th October, 1939 and again in the general instructions issued to Provincial Superintendents of Census Operations extracts of which have been circulated under Railway Board's N. E. 39 CE 2 (2) dated 4th July, 1940 for the information guidance of Railway Administrations emphasising the desirability of a " Flexible and convenient procedure " in this matter without the necessity of issuing rigid statutory rules.

7. The basic principles are, as always, the delimitation of responsibility and the enlistment of local knowledge and association. Early contact should be made by the Railway Officers concerned with the

Superintendents or other Civil or State Officer. All places where human beings may be found have to be visited and consequently all railway premises answering to this description should appear in some house-list or house map. Wherever these form an appreciable group, they should be put under the charge of an enumerator (and supervisor etc., according to the dimensions) drawn from railway residents there, or linked with railway stations according to convenience. The appointment of railway servants to enumeration or other duties will be made in consultation with railway authorities. Previous practice will give sufficient guidance on all these matters. Arrangements will be made for the training of enumerators drawn from the railway staff in consultation with railway authorities in order to

secure the fullest degree of convenience to all concerned. It is of great importance that the various stages of work should be completed on the date prescribed in the Census calendar for preliminary arrangements. Unless this is done, there is bound to be a rush at the end and consequent disorganisation.

8. It is requested that any officers or staff of the G.I.P. Railway who may be called upon by these Divisional Census Officers of the Railway to assist in the work of taking the census should study the census literature and do their utmost to afford prompt and efficient co-operation and assistance. All doubtful points regarding the census may be referred direct to the Chief Census Officer, FA and CAO's Office, G.I.P. Railway, V.T. Bombay.

APPENDIX I

CENSUS OF RAILWAYS

The procedure will be generally the same as that adopted in 1931 except that in the forthcoming Census there will be no simultaneous on night enumeration, but what was formerly provisional enumeration will be the regular enumeration on which the Census tables will be based. The Census of this Railway will thus be limited to persons residing on railway premises and no enumeration of persons travelling by railway will be made.

2. Railway premises include a railway station within distant signals, a workshop, a colliery, a steamer ghat and all other premises within railway boundaries, on which permanent or temporary employees of the railway reside.

3. Each of the Divisional Census Officers of the railway will co-operate with the District Magistrates and the Census Officers of the districts and States lying within his jurisdiction in regard to the Census arrangements of the railway areas in these districts and States, and will furnish the District Magistrate or Census Officer with any information the latter may require regarding railway areas and the persons suitable to be appointed as Charge Superintendents, Supervisors or Enumerators for those areas.

4. The organisation of the railway premises into charges, Circles and Blocks will be undertaken by the District Magistrate or State Census Officer in co-operation with the local railway authorities. Large railway stations or settlements will form a Census Charge in themselves with the Railway Divisional Census Officer of the Centre as Charge Superintendent, who would correspond direct with the District or State Census Officer. Care must be taken that no railway charge extends over

more than one civil district or state. The ordinary railway settlement or station may be included if convenient in the civil charge in which it lies, the Supervisor being generally the local station master who would work under the direction of the civil Charge Superintendent of the charge in which his circle lies. Signalmen, gangmen, or gatemen lying in small houses or huts, whether within or without the railway fences, will be included either in the nearest railway station Block or in one of the Blocks of the nearest village or town and enumerated along with the ordinary population of that Block.

5. House-numbering will be carried out in accordance with local census regulations and should be carefully supervised as the success of the Census operations depends largely on the accurate preparation of the "House Register". Care should be taken that railway premises are not unnecessarily disfigured and the numbering will be done in consultation with the local Railway authorities. The existing Railway numbers may not necessarily be suitable for Census purposes.

6. The Railway Charges, Circles and Blocks will be entered in the ordinary charge Registers and Circle Registers of the District or State.

7. Charge Superintendents (of purely railway charges) Supervisors and Enumerators will ordinarily be employees of the railway residing in or near the areas with which they have to deal. They should be selected by the local railway authority but their formal appointment will be made under the signature of the District Magistrate or State Census Officer. Arrangements must be made to give them a thorough training in their duties and to supply them with the necessary rules.

8. Arrangements for the Census of camps and collections of coolies who do not return each night to their homes to lines under construction will be made by the District or State Census Officer with the Engineer or other Railway Officer in charge of the work. The camp will be divided up into Circles or Blocks and the Supervisors and Enumerators selected in consultation with the Railway Officer in charge.

9. Census calendar for preliminary arrangements.
Nature of work. Date of completion

- | | |
|---|------------------------------|
| 1. Appointment of State Census Superintendents, District Census Officers, preparation of Village Registers and forwarding of village Abstracts to the Provincial Census Superintendent. | May 1st 1940. |
| 2. Appointment of Charge Superintendents. | May 15th 1940. |
| 3. Sub-Division of States and District into Charges. | June 15th 1940. |
| 4. Appointment of Supervisors and Enumerators. | Sept. 1st 1940. |
| 5. Training of Supervisors and Enumerators. | September and October, 1940. |
| 6. House numbering. | Nov. 25th 1940. |
| 7. Preparation of House Register and formation of Blocks. | Nov. 25th 1940. |
| 8. Forwarding of Abstract of Circle, List and maps to the Superintendents, Census operations. | Dec. 15th 1940. |
| 9. Training of the Public by lectures. | January, 1941. |
| 10. Central date for Enumeration. | March, 1st 1941. |

C. T. VENUGOPAL
Chief Census Officer,
G. I. P. Railway,
F. A. & C. A. O's Office.

(Published in the gazette of India Extraordinary part IV dated the 3rd September, 1948.)
ACT No. XXXVII OF 1948.

An Act to provide for certain matters in connection with the taking of Census.

HEREAS it is expedient to provide for the taking of census in the Provinces and Acceding States of India or any part thereof whenever necessary or desirable and to provide for certain matters in such connection with the taking of such census.

It is hereby enacted as follows:-

1. *Short Title and Extent.*—(1) This Act may be called the census Act, 1948.

(2) It extends to all the Provinces of India and also to any Acceding State for which the Central Legislature has for the time being the power to make laws as respects census.

2. *Interpretation.*—In this Act, all reference to the Provinces of India shall be construed as including reference to the Acceding States to which this act for the time being extends, and in relation to any such Acceding State, all references to the Provincial Government shall be construed as references to the Government of that Acceding State.

3. *Central Government to take Census.*—The Central Government may, by notification in the official Gazette, declare its intention of taking a census in the whole or any part of the territories to which this act extends, whenever it may consider it necessary or desirable so to do, and thereupon the census shall be taken.

4. *Appointment of Census Staff.*—The Central Government may appoint a Census Commissioner to supervise the taking of the Census throughout the area in which the census is intended to be taken, and Superintendents of Census Operations to supervise the taking of the census within the several Provinces.

(2) The Provincial Government may appoint persons as census officers to take, or aid in, or supervise the taking of the census within any specified local area and such persons, when so appointed, shall be bound to serve accordingly.

(3) A declaration in writing, signed by any authority authorised by the Provincial Government in this behalf, that any person has been duly appointed a census officer for any local area shall be conclusive proof of such appointment.

(4) The Provincial Government may delegate to such authority as it thinks fit the power of appointing census officers conferred by sub-section (2).

5. *Status of Census Authorities as Public Servants.* The Census Commissioner, all Superintendents of Census Operations and all Census Officers shall be deemed to be public servants within the meaning of the Indian Penal Code (XLV of 1860).

6. *Discharge of Census Duties of Census-Officers in certain Cases.*—(1) Where the District Magistrate, or such authority as the Provincial Government may appoint in this behalf, by a written order so directs-

- (a) every officer in command of any body of men belonging to the naval, military or air forces or any vessel of War, of India.
- (b) every person (except a pilot or harbourmaster) having charge or control of a vessel.
- (c) every person in charge of a lunatic asylum, hospital, workhouse, prison, reformatory or lock-up or of any public, charitable, religious and educational institution.

- (d) every keeper, secretary or manager of any sarai, hotel, boarding house, lodging-house, emigration depot or club,
- (e) every manager or officer of a railway or any commercial or industrial establishment, and
- (f) every occupant of immovable property wherein at the time of the taking of the census persons are living.

shall perform such of the duties of a census officer in relation to the persons who at the time of the taking of the census are under his command or charge, or are inmates of his house, or are present on or in such immovable property or are employed under him as may be specified in the order.

2. All the provisions of this Act relating to census officers shall apply, so far as may be, to all persons while performing such duties under this section, and any person refusing or neglecting to perform any duty which under this section he is directed to perform shall be deemed to have committed an offence under section 187 of the Indian Penal Code (XIV of 1860).

7. Power to call upon certain persons to give assistance. The District Magistrate, or such authority as the Provincial Government may appoint in this behalf for any local area may, by written order which shall have effect throughout the extent of his district or of such local area, as the case may be, call upon.

- (a) all owners and occupiers of land, tenure-holders, and farmers and assignees of land revenue, or their agents,
- (b) all members of the District, municipal, panchayat and other local authorities and officers and servants of such authorities and
- (c) all officers and members of staff of any factory, firm or establishment,

to give such assistance as shall be specified in the order towards the taking of a census of the persons who are, at the time of the taking of the census, on the lands of such owners, occupiers, tenure holders, farmers and assignees, or in the premises of factories, firms and other establishment, or within the areas for which such local authorities are established as the case may be, and the persons to whom an order under this section is directed shall be bound to obey it and shall while acting in pursuance of such order, be deemed to be public servants within the meaning of the Indian Panel Code (XLV of 1860).

8. Asking of questions and obligation to answer :
 (1) A census officer may ask all such questions of all persons within the limits of the local area for which he is appointed as, by instructions issued in this behalf by the Provincial Government and published in the official Gazette, he may be directed to ask.

2. Every person of whom any question is asked under sub-section (1) shall be legally bound to answer such question to the best of his knowledge or belief :

Provided that no persons shall be bound to state the name of any female members of his household, and no women shall be bound to state the name of her husband or deceased husband or of any other person whose name she is forbidden by custom to mention.

9. Occupier to permit access and affixing numbers. Every person occupying any house, enclosure, vessel or other place shall allow census officers such access thereto as they may require for the purpose of the census and as, having regard to the customs of the country, may be reasonable and shall allow them to point on, affix to, the place such letters, marks or numbers as may be necessary for the purpose of the census.

10. Occupier or manager to fill up schedule (1) Subject to such orders as the Provincial Government may issue in this behalf, a census officer may, within the local area for which he is appointed, leave or cause to be left a schedule at any dwelling house or with the manager or any officer of any commercial or industrial establishment, for the purpose of its being filled up by the occupier of such house or of any specified part thereof or by such manager or officer with such particulars as the Provincial Government may direct regarding the inmates of such house or part thereof, or the persons employed under such manager or officer, as the case may be at the time of the taking of the census.

(2) When such schedule has been so left, the said occupier, manager or officer, as the case may be, shall fill it up or cause it to be filled up to the best of his knowledge or belief so far as regards the inmates of such house or part thereof or the persons employed under him, as the case may be, at the time aforesaid, and shall sign his name thereto and when so required shall deliver the schedule so filled up and signed to the census officer or to such person as the census-officer may direct.

11. Penalties.

- (1) (a) any census-officer or any person lawfully required to give assistance towards the taking of a census who refuses or neglects to use reasonable diligence in performing any duty imposed upon him or in obeying any order issued to him in accordance with this Act or any rule made thereunder, or any person who hinders or obstructs another person in performing any such duty or in obeying any such order, or
- (b) any census officer who intentionally puts any false return or, without the previous sanction of the Central Government or the Provincial Government, disclose any information which he has received by means of or for the purpose of a census return or

- (c) any sorter, compiler or other member of the census staff who removes, secretes, damages or destroys any census document or deals with any census document in a manner likely to falsify or impair the tabulations of census results, or
- (d) any person who intentionally gives a false answer to or refuses to answer to the best of his knowledge or belief, any question asked of him by a census officer which he is legally bound by section 8 to answer, or
- (e) any person occupying any house, enclosure, vessel or other place who refuses to allow a census officer such reasonable access thereto as he is required by section 9 to allow or
- (f) any person who, removes, obliterates, alters or damages any letters, marks or numbers which have been painted or affixed for the purpose of the census or
- (g) any person who, having been required under section 10 to fill up a schedule, knowingly and without sufficient cause fails to comply with the provisions of the section, or makes any false return thereunder, or
- (h) any person who trespasses into a census office shall be punishable with fine which may extend to one thousand rupees and in case of a conviction under part (b) or (c) shall also be punishable with imprisonment which may extend to six months.

(2) whoever abets any offence under sub-section (1) shall be punishable with fine which may extend to one thousand rupees.

12. *Sanction Required for Prosecution*

No prosecution under this Act shall be instituted except with the previous sanction of the Provincial Government or of an authority authorised in this behalf by the Provincial Government, sanction required for prosecution.

13. *Operation of other Law not Barred*

Nothing in this Act shall be deemed to prevent by any person from being prosecutive under any other law for any act or omission which constitutes an offence under this Act.

Provided that no such prosecution shall be instituted except with the previous sanction referred to in section 12.

14. *Jurisdiction*—No court inferior to that of a Presidency Magistrate or a Magistrate of the second class shall try, whether under this Act or under any other law, any act or omission which constitutes an offence under this Act.

15. Records of census not open to inspection nor admissible in evidence.

No person shall have a right to inspect any book, register or record made by a census officer in the discharge of his duty as such, or any schedule delivered under section 10, and notwithstanding anything to the contrary in the Indian Evidence Act 1872 (1 of 1872), no entry in any such book, register, record or schedule shall be admissible as evidence in any civil proceeding whatsoever or in any criminal proceeding other than a prosecution under this Act or any other law for any act or omission which constitutes an offence under this act.

16. Temporary suspension of other laws as to mode of taking census in municipalities.—Notwithstanding anything in any enactment or rule with respect to the mode in which a census to be taken in any municipality, the municipal authority, in consultation with the Superintendent of Census Operations or with such other authority as the Provl: Govt: may authorise in this behalf, shall the time appointed for the taking of any census cause the census of the municipality to be taken wholly or in part by any method authorised by or under this Act.

17. Grant of statistical abstracts. The census Commissioner or any Superintendent of Census Operations or such person as the provincial Government may authorise in this behalf may, if he so thinks fit, at the request and cost (to be determined by him) of any local authority or person, cause abstracts to be prepared and supplied containing any such statistical information as can be derived from the census returns for the provinces of India or the province, as the case may be, being information which is not contained in any published report and which in his opinion it is reasonable for that authority or person to require.

18. Power to make rules.—(1) The Central Government may make rules for carrying out the purposes of this Act.

(2) In particular, and without prejudice to the generality of the foregoing power, the Central Government may make rules providing for the appointments of census officers and of persons to perform any of the duties of census officers or to give assistance towards the taking of a census, and for the general instructions to be issued to such officers and persons.

— — — LEGISLATIVE DEPARTMENT

The 12th April, 1948.

No 61-Leg-48. The following Act of the provincial Legislature received the assent of His Excellency the Governor on the 10th April, 1948, and is hereby published for general information.

EAST PUNJAB ACT NO. XXIV OF 1948.

It is hereby enacted as follows :—

- 1. (1) This Act may be called the East Punjab Short title and extent Enumeration of Dwellings Act, 1948.

(2) It extends to the whole of the province of East Punjab.

2. In this Act "dwelling house" means a building of structure used or constructed or adopted to be used wholly or principally for human habitation, and includes any part of a house where that part is separately occupied for such habitation.

Interpretation

3. (1) The provincial Government may appoint an Enumeration Commissioner to supervise the making of the enumeration of dwelling houses throughout the Province.

Appointment of enumeration staff

(2) The Provincial Government may, by general or special order and either by name or designation, appoint persons as enumeration officers to make, or aid in making, or supervise the making of the enumeration in such local areas as may be specified.

(3) The Provincial Government may delegate to such authority as it thinks fit the power of appointing enumeration officers conferred by sub-section (2).

Status of enumeration officers as public servants.

4. The enumeration Commissioner and all enumeration officers shall be public servants within the meaning of the Indian Penal Code, 1860.

5. The District Magistrate or the enumeration officer for any local area may by written order which shall have effect throughout the extent of his district or of such local areas, as the case may

Power to call upon certain persons to give assistance.

be, call upon all members of district, municipal, panchayat and other local authorities and officers and servants of such authorities, to give such assistance as shall be specified in the order towards the making of the enumeration within the areas for which such local authorities are established, and the persons to whom such order is directed shall be bound to obey it and shall while acting pursuant of such order be deemed to the public servants within the meaning of the Indian Penal Code, 1860.

6. Every person occupying a dwelling-house or other place shall allow enumeration officers such access thereto as they may require for the purpose of the enumeration and as, having regard

Occupier to permit access and affixing of number of marks

to the customs of the country, may be reasonable and shall allow them to paint on, or affix to, the dwelling-house or place such letters, marks or numbers may be necessary for the purpose.

7. (a) Any person lawfully required to give assistance towards the making of the enumeration who refuses or neglects to use reasonable diligence in performing any duty imposed upon him or in obeying any order issued to him in accordance with this Act or any rule made there-under, or any person who hinders or obstructs another person in performing any such duty or in obeying any such orders, or

Penalties.

(b) any enumeration officer who knowingly makes any false return, or

(c) any person occupying any dwelling house or other place who refuses to allow any enumeration officer such reasonable access thereto as he is required by section 6 to allow, or

(d) any person who removes, obliterates, alters or damages any letters, marks or numbers which may have been painted or affixed for the purpose of the enumeration, shall be punishable with fine which may extend to two hundred rupees.

8. No prosecution under this Act shall be instituted except with the previous sanction of the Provincial Government or of any authority empowered in this behalf by the Provincial Government.

Sanction required for prosecution.

9. Nothing in this Act shall be deemed to prevent any person from being prosecuted under any other law for any act or omission which constitutes an offence under this Act.

Provided that no such prosecution shall be instituted except with the previous sanction referred to in Section 8.

10. No Court inferior to that of a Magistrate of the second Class shall try, whether under this Act or under any other law, anything which constitutes an offence under this Act.

Jurisdiction

11. All records or registers made under this Act or the rules made thereunder shall be deemed to be public documents within the meaning of the Indian Evidence Act, 1872.

Records of enumeration to be public documents.

12. (1) The Provincial Government may make rules for carrying out the purpose of this Act.

Power to make rules.

(2) In particulars, and without prejudice to the generality of the foregoing power, the Provincial Government may make rules providing for the appointment of enumeration officers and persons to perform any of the duties of enumeration officers or to give assistance in the making of the enumeration, and for the general instructions to be issued to such officers and persons.

Sd. S. B. CAPOOR

Secretary, Legislative Department, East Punjab

Copy of memorandum No. 176/C/C.S.

From Pt. Lakshmi Chandra Vashishta, P. C. S.,
Provincial Census Superintendent, Punjab, Pepsu
and Delhi, Jullundur, to all Deputy Commissioners
in the Punjab and E.A.S.O. Kulu, dated Camp
Dharamsala, the 13th February, 1950.

Subject :—ENUMERATION OF DWELLINGS IN URBAN
AND RURAL AREAS—NUMBERING OF HOUSES—
PREPARATION OF HOUSE LISTS.

The Punjab Provincial Legislature passed Act XXIV of 1948 which received assent of His Excellency the Governor on the 10th of April, 1948. It was published in the Punjab Gazette vide Notification No. 61-Leg-48, dated the 12th April, 1948.

2. This Act provides for the enumeration of the dwelling houses in the urban as well as in the rural areas of the Punjab. One of the essential stages in the carrying out of All-India Census of 1951, is to arrange to have dwelling houses numbered. "Dwelling house," in this Act, "means a building or structure used or constructed or adapted to be used, wholly or principally for human habitation and includes any part of a house where that part is separately occupied for such habitation." A simple definition of

the same, however, may mean a house wherein members of a family mess jointly or have a common hearth or *Chulha*. Section 5 of the above mentioned Act authorises the District Magistrate or the Enumeration Officer, (Revenue Assistant Mahal is the Enumeration Officer in each district and E.A.S.O., Kulu in the Kulu Sub-Division) by a written order to call upon all members of District, Municipal, Panchayat and other Local authorities and Officers and servants of such authorities to arrange for the enumeration of houses within the areas of such local authorities.

3. At the moment, in the rationed areas, the District Rationing Authorities, under the instructions of the Director-General Civil Supplies and Rationing, are busy in carrying out enumeration of dwelling houses and preparing house registers No. IV giving against each dwelling house, the name of the head of the household and number of the members of the family, both adults and minors. In the urban areas, therefore, the Municipal Authorities should work in co-ordination with the Rationing Authorities and adopt the identifying numbers painted or affixed by the Rationing Authorities on or to the dwelling houses and have house lists prepared wardwise and blockwise (where a ward is sufficiently large it is to be broken up into blocks) giving the following particulars :—

Ward No.	Block No.	House No.	Name of the head of the household	Number of Members of the family		
				Adults	Minors	Total

4. The house number should be small, put on the lintel or top of the *Chaukhat* or gate of filets or any other appropriate part of the house should be neat as well as readable and card-board or metal stencil be used to ensure that the numbers in an area are of one type and require minimum use of paint or *Geru* or *Hiramzi*. Metal plates, where already in use or proposed to be brought into use, "offer a useful and lasting way of applying house numbers." Any person of the age of 14 years or

below will be treated as a minor for purposes of Census.

5. In addition to the list mentioned in para 3, ward or block maps (not to scale) be got prepared showing the dwelling houses situated in the block or ward. This work of enumeration of dwellings in urban areas should be taken up as soon as possible and completed by the end of the next month. Completion report in the following form be sent to my office :—

Name of Local Body	Name of Ward	Number of dwelling houses	Number of blocks	Number of houses in each block (giving the serial numbers from which the block begins and the serial number at which it ends).

At the end, total number of wards, dwelling houses and blocks of the local body should be given.

6. In the rural areas, the work of preparation of house lists, can be most conveniently taken up only when the Revenue Staff, at present working at Jullundur Rehabilitation Headquarters, is free from rehabilitation

work now in hand and subsequently, to be carried out in the district. Enumeration of dwelling houses and the preparation of house lists, it is suggested, should start in the first week of July next and finish by the

first week of August. In Kangra district, where rehabilitation work permits its being taken up earlier it may be taken up about the middle of April and completed by the end of May next. In Lahaul and Spiti, this work may be started in May or June next and finished by the end of August next. Where a village is too large, it is to be sub-divided into blocks and each block will be placed in charge of a separate

enumerator. Roughly 125 to 150 houses in rural areas and 80 to 100 houses in an urban area should constitute a block. In the rural areas the above mentioned enumeration work should be carried out by the revenue staff viz. Patwaris and supervised by the field staff viz. Kanungos, Naib-Tehsildars and District Enumeration Officers. For villages in a Kanunge's circle, the following statement be prepared.

Name of the village with Headbasat No.	Number of dwelling houses	Name	Block		
			Number of houses	Starting from	Ending with

The statements relating to various Kanungo circles comprising a tehsil, should be consolidated so as to produce the tehsil statement. The tehsil lists should be combined by the Sadar Kanungo and the district statement be got ready of Enumeration of Dwelling Houses. All the three statements (Kanungo circle, tehsil and district) should reach my office by the 21st of August next.

Sd. (LAKSHMI CHANDRA VASHISHTA)
Provincial Census Superintendent.

Copy of memo. No. 198-C/C. S.

From Pt. Lakshmi Chandra Vashishta, P.C.S., Provincial Census Superintendent, & Enumeration Commissioner, Punjab Jullundar, to all Deputy Commissioners in the Punjab and E. A. S.O. Kulu.

Dated, Camp Simla, the 14th March 1950

Subject :- ENUMERATION OF DWELLINGS IN URBAN AND RURAL AREAS—NUMBERING OF HOUSES—PREPARATION OF HOUSE LISTS.

Reference memorandum No. 176-C/C. S., dated, Camp Dharmasala, the 13th February, 1950.

2. At the Delhi Census Conference held in the end of February last it was decided that population be classed as adults and non-adults and all those who had completed 21 years of age or were above 21, be classed as adults and others as non-adults. In para 3 of memorandum No. 176-C/C. S., referred to above in place of "minors" non-adults be substituted and for the last sentence in para 4 of the same memorandum.—Any person of the age of 14 or below will be treated as minor for purposes of census the following sentence be substituted:

"Any person below 21 years of age will be treated as a non-adult for purposes of census. Age be counted with reference to completed number of years on 1st January 1950".

3. House lists are to be prepared both in urban and rural areas. In rural areas the first two columns (ward number and Block number) will be omitted from the house list mentioned in para 3 of the above quoted memorandum.

4. In towns, house lists be prepared using the house numbers painted or affixed by the Rationing Department on or to the dwelling houses, but early steps should be taken and have house-numbering done on proper and systematic lines in accordance with 'Note on house numbering' which will soon follow this memorandum. In towns where local bodies or Cantonments function, the local body or Cantonment Board will be the sole authority for allocating and maintaining house numbers and in all other areas the collector or the District Magistrate

Sd. LAKSHMI CHANDRA VASHISHTA
Provincial Census Superintendent and
Enumeration Commissioner, Punjab.

No. 199-C/C. S.

Copy with a copy of memorandum No. 176-C/C.S. dated the 13th February, 1950 is forwarded to the Election Commissioner, Oak Lodge, Simla-3, for information.

2. Director of Selection (Local Board) for information.

Sd. LAKSHMI CHANDRA VASHISHTA
Provincial Census Superintendent, and
Enumeration Commissioner, Punjab.

Copy of Memo. No. 250-C/C.S.

From Pt. Lakshmi Chandra Vashishta, Provincial Census Superintendent, and Enumeration Commissioner, Punjab, Pepsu and Delhi, Jullundur, to All Deputy Commissioners in the Punjab and E. A. S. O. Kulu. Dated Hoshiarpur, the 31st March, 1950.

Subject :—ENUMERATION OF DWELLINGS IN URBAN AND RURAL AREAS—NUMBERING OF HOUSE-PREPARATION OF HOUSE LISTS.

Reference memorandum No. 198-C/C.S. dated the 14th March, 1950.

2. The promised "Note on House Numbering" is enclosed herewith. Necessary action to have house numbering done in conformity with it be taken.

3. House numbers used in the Electoral Rolls and appearing outside the houses should be allowed to remain as before. New house numbers in case of such houses be given separately so that the house numbers used in the preparation of Electoral Rolls can be easily distinguished.

Sd. LAKSHMI CHANDRA VASHISHTA
Provincial Census Superintendent, &
Enumeration Commissioner, Punjab.

No. 251-c/es.

Copy forwarded in continuation of this office endorsement No. 199-C/C.S. to the :—

1. Elections Commissioner, Oak Lodge, Simla-3,
2. Director of Elections (Local Bodies) Simla, for information.

Sd. LAKSHMI CHANDRA VASHISHTA
Provincial Census Superintendent &
Enumeration Commissioner, Punjab.

NOTE ON HOUSE NUMBERING

RURAL AREAS

1. In the rural areas the Collector or the District Magistrate in whose jurisdiction the rural area is situated will be the sole authority for allocating and maintaining house numbers.

2. In small villages the house numbering will be done in one continuous series starting from the North or East corner of the village and ending with the South or West of the abadi taking every right hand turning and numbering as one went along.

3. In large villages (of population of 5000 or more) house numbering will be done by *pattis* where they exist or by streets or lanes.

4. The Collector or District Magistrate will have the house numbers painted on or affixed to the houses maintained or kept in a proper condition through the revenue field staff or agency of village panchayats.

5. The head of each household will take adequate precautions to see that the house number painted on or affixed to the house occupied by him and his family remains in a proper condition and is not destroyed, mutilated or otherwise damaged.

URBAN AREAS

1. In urban areas the local body functioning in the urban areas concerned will be the sole authority for issuing, allocating and maintaining house numbers.

2. The house numbering will be by the street method viz. the numbering in a ward will start from the North or East and of the main thoroughfare and go down southwards or westwards numbering dwelling on the right hand by odd numbers and on the left by even numbers to the end of the street. Each turning to the right or left will be pursued and houses falling to the right will be given odd numbers while those falling to the left even numbers. Similarly sub turnings of these turnings will be dealt with. This would imply that streets will be named or numbered and a house will then be identified by its own number and the name or number of the street.

3. A plan, not to scale, of the ward or the portion of the ward (in case the ward is to be broken up into blocks) should be got prepared and the roads, streets and lanes as well as the dwellings should be shown on it. The house numbers be written on this plan and the house numbers actually painted on or affixed to the houses should be identical with the house numbers written on the plan.

4. Un-built sites might as well be given numbers by a local body and so also structures which are not house dwellings.

5. While working out the total of dwellings, all such un-built sites or structures which are not census dwelling houses should be excluded so as to obtain a total of the census dwellings.

6. The House list should bear a certificate from the President or Secretary or Executive Officer of the local body concerned that the number of houses shown in a ward and the total number of houses shown in regard to all the wards of a local body is correct.

Sd. LAKSHMI CHANDRA VASHISHTA
31.3.50. Provincial Census Superintendent.

Copy of letter No. 268-C/CS.

From Pt. Lakshmi Chandra Vashishta, Provincial Census Superintendent, Punjab, Pepsu, Delhi, Himachal and Bilaspur, to (1) All Deputy Commissioners in the Punjab Pepsu, Himachal, and Delhi, (2) Census Superintendents, Pepsu, Himachal, and Bilaspur,

Dated, Jullundur, the 21st April, 1950.

Subject :—PRELIMINARY ARRANGEMENTS FOR THE CENSUS OF 1951.

I have the honour to say that necessary arrangements in regard to the next decennial census of which the reference date is 1st Mach, 1951, should be taken in hand and completed as soon as possible.

2. Very briefly, the taking of census involves :—
 - (a) House numbering in urban areas.
 - (b) Preparation of Census Ward or Block maps.
 - (c) House numbering in rural areas.
 - (d) Formation of census divisions.
 - (e) Preparation of charge registers.
 - (f) Selections of Charge Holders or Charge Superintendents and staff to assist them, namely Supervisors and Enumerators.
 - (g) Distribution of pads.
 - (h) Training of census staff.
 - (i) Dress Rehearsal of the census in sample areas.
 - (j) Census dates.
 - (k) Final Check.

Broadly speaking, the census is divided into two stages, enumeration and tabulation. General instructions regarding enumeration including house numbering and preparation of house lists, have been issued from time to time and should be studied very carefully as these enjoin.

HOUSE NUMBERING IN URBAN AREAS

3. Attention is invited to this office memorandum No. 176-C/CS dated 13th February 1950, No. 198-C/C.S. dated the 14th March 1950 and No. 250-C/C.S. dated 31st March 1950, which prescribe the procedure to be adopted. This work was scheduled to finish by the 15th April, 1950.

PREPARATION OF CENSUS WARD OR BLOCK MAPS.

4. Necessary procedure has been laid down in para 5 of memorandum No. 176-C/C.S. dated the 13th February 1950, regarding preparation of block maps (not to scale) showing dwelling houses situated in the block or Ward. This work was due to finish in the Urban areas by the 15th April, 1950, at the latest.

HOUSE NUMBERING IN RURAL AREAS

5. Instructions contained in para 6 of memorandum No. 176-C/C.S. dated 13th February

1950, read with memorandum No. 250-C/C.S. dated 31st March 1950, (Note on house numbering) prescribe the necessary procedure which should be rigidly observed. This work should be taken up in hand by the 1st week of July and finished by the 1st week of August, 1950, in rural areas. In case of Kangra, however, it should be taken up about the middle of April, 1950, and completed by the end of May next. As regards Kulu Sub-Division, this work as well as final counting be started in May or June so as to be completed before August, 1950.

FORMATION OF CENSUS DIVISIONS

6. Census Divisions in the present census, like those of the the previous census, will be as below :—

1. Charges
2. Circles
3. Blocks

The entire group of circles constituted in a Field Kanungo's circles in rural areas should form a charge under a Charge Superintendent who should ordinarily be the Field Kanungo of the circle concerned. In no case should a charge lie partly in one Tehsil and partly in another. Towns should, in all cases, be formed into separate charges. This is necessary for tabulation purposes. If a town contains not more than 15,000 houses it will not be advisable to split it up; if the number of houses exceeds this figure, it may be sub-divided or an Assistant Charge Superintendent appointed. In cities it is very important to be able to give comparative statistics not only for wards but also for the smaller areas represented by Census circles. Here, therefore, the Charge should correspond to a ward.

All the charges in a tehsil be numbered serially and these numbers should be used to denote the charges without the addition of names.

The number of blocks into which a village or town is to be broken up so as to facilitate enumeration by an enumerator and effective supervision by the Supervisor and other Superior Officers, should be decided upon. An appropriate number of Blocks should constitute a circle of a Supervisor and an adequate number of Supervisor-circles should form a charge under a Charge Superintendent. The formation of these Census Divisions calls for very careful consideration of the physical features of all parts of the area to be censused so that organised units of the operation may be efficiently tackled and controlled. With the pressure of a single night removed, it will not be necessary to divide the houses into artificial Blocks of forty or fifty as was done heretofore. Since unlike the previous census the enumeration in 1951 will extend over a longer period; it should be possible for comparatively larger number of houses to be entrusted to the persons in charge of blocks. But in no case should their size be incompatible with efficiency. Where village is too large, it is to be sub-divided into blocks, each block will be placed in charge of a separate enumerator. In plains, roughly 125 to 150

houses in rural areas and 80 to 100 houses in an urban area should constitute a block. In hilly tracts, where a village consists of a several habitations, separated from each other by distances which present extra difficulties in being negotiated, and where educated persons to serve as enumerators are not easily obtainable, the number of houses to be entrusted to an enumerator

in his charge be suitably modified. The formation of charges must be completed, by the 15th of May 1950.

At each tehsil headquarters two general registers, one for villages and the other for towns of the tehsil should be prepared in the following form :—

(i) FORM OF GENERAL VILLAGE REGISTER

Serial number of village (mauza)	Name of village (mauza)	Number in Revenue register.	Name of all residential villages and hamlets	Number of houses in each residential village or hamlet	Proposed number of blocks	Persons qualified to act as		No. of Census.		REMARKS
						Supervisors	Enumerators	Circle	Block	
						Name of profession	Name of profession			
1	2	3	4	5	6	7	8	9	10	11

(ii) FORM OF GENERAL TOWN (OR CITY) REGISTER

Serial No. of Ward	Name of Ward	Name of Mohalla etc	Number of houses in each Mohalla etc.	Proposed number of blocks	Persons qualified to act as		No. of Census		Remarks	
					Supervisors	Enumerators	Circles	Blocks		
					Name of profession	Name of profession				
1	2	3	4	5	6	7	8	9	10	

PREPARATION OF CHARGE REGISTERS

7. As soon as the Census Divisions have been formed, the preparation of the charge register, or Register of Census Divisions, should be taken in hand.

Charge No.....

Circle No.....

District.. ..

The correct preparation of this register is a matter of vital importance. It should be prepared and completed by the end of June, 1950. The following form may be adopted :—

Name of Charge Superintendent.....

Name of Supervisor.....

Tehsil.....

Name of village or ward	Sl. No. of village or ward in General village or town register	Sl. No. of Block	No. of houses in block	Name of Enumerator	Date of completion of house numbering	Date of testing of house numbering by supervisor	Remarks
1	2	3	4	5	6	7	8

SECTION OF CHARGE SUPERINTENDENTS

8. The standard of accuracy of census records chiefly depends on the amount of supervision exercised by the Charge Superintendents. It is, therefore, a matter of great importance that the Charge Superintendent should have a considerable degree of authority. In the rural areas where the charge corresponds to a Field Kanungo's circle, Field Kanungo should be appointed Charge Superintendent, in preference to others. Tehsildars or Naib Tehsildars should never be appointed Charge Superintendents, but should exercise a general control over the operations in their tehsils or areas entrusted to them as Revenue Officers.

In the towns, non-official Presidents of the Municipalities or the Executive Officers or the Secretaries be appointed as Charge Superintendents. Where the number of the charges is considerable, the Municipal Commissioners should be appointed Charge Superintendents each of them being put in charge of the Ward he represents. Lawyers of standing and office bearers of Bar Associations be utilized to work as Charge Superintendents.

This work of appointing Charge Superintendents should finish by the 15th June, 1950, so that they may be helpful in the selection of subordinate census staff. In Kulu Sub-Division, Superintendents be appointed forthwith.

Supervisors.—The Supervisor is the back bone of the Census and the success of the Census Operations in a district may depend upon the efficiency and hard

working nature of its Supervisors. Experience during the last censuses has shown that the most suited staff for the purpose can be available from amongst the Revenue Field staff i.e. Patwaris, and their services can be easily procured. In the rural areas, the Superintendents charge will correspond to a number of patwari circles and that is another benefit of appointing patwaris as Supervisors. The Circle of a Supervisor should generally consist that of a patwari circle.

In the Urban areas, the Patwaris can be appointed even enumerators of the blocks in which they reside. But they can be more useful as Supervisors in Blocks where they reside for taking its count will afford practical experience to them and the experience thus gained by them will stand them in good stead in supervising properly the work of the enumerators appointed in their own administrative circles. Besides this, in big cities, young and energetic lecturers of Colleges, Pleaders, and selected Government officials can also be appointed as Supervisors.

Enumerators.—The enumerators, as far as possible, should be officials, the teachers or patwaris in the rural areas. In villages where none of the above mentioned is available, intelligent educated persons should be appointed enumerators. A patwari will also work as a Supervisor in addition to his own duties as an enumerator in the village where he resides.

In large cities or towns, students of colleges, especially students of economics, statistics and social science, can be of much help as enumerators. The experience they will thus gain can be of great use to them in their research work.

APPOINTMENT OF SUPERVISORS AND ENUMERATORS

9. They should be appointed by the District Census Officer on receipt of recommendations of the Charge Superintendents or Tehsil Census Officers by a formal letter of appointment (in the form given below) issued under the Census Act, 1948, which will confer on them the status of public servants and render them liable to penalties, if they neglect their work or abuse their position. All such appointments be reported to my office for my confirmation. The work of appointment of Enumerators and Supervisors should finish by the 15th June, 1950, (in Kulu Sub-Division this work should finish by the end of May, 1950).

FORM OF APPOINTMENT ORDER

Census 1951

To

In accordance with the provision of Section 4 (3) of the Census Act, 1948, you are hereby appointed Enumerator of circle No. under Supervisor

Supervisor Circle No. _____
Charge-Superintendent Charge No _____
of village/town,

The said Supervisor/Charge Superintendent is your immediate Officer and you should consult him in case of any doubt.

Under section 5 of the Census Act, 1948, you shall be deemed to be public servant within the meaning of Indian Penal Code. You should show no negligence in the discharge of your duties nor you should misuse your position. Your attention is invited to Section II of the Census Act, 1948.

Signature of the Census Officer,

Dated..... ..

District..... ..

DISTRIBUTION OF PADS

10. Census pads are now lying with the Deputy Commissioners and it is advisable to send them on to Tehsils for use at the time of Census. In order to ascertain the estimated requirements of the various Administrations, information in the following form should be called for from the Tehsils and Municipalities.

Name of Tehsil or Municipal Committee	Number of persons ordinarily residents	No. of pads required	No. of pads received	Difference (plus or minus)
1	2	3	4	5

A similar register at the District Headquarters should also be kept for the maintenance of accounts after making any additions or alterations, if desired.

This work of distribution of pads should finish by the 5th June, 1950 (especially in the Kulu-Sub Division of Kangra-District where filling of enumeration pads will start with effect from July, 1950).

TRAINING OF CENSUS STAFF.

11. Training of census staff is a very important item. India enjoys a high reputation of correctness of her Census which can only be maintained if the staff engaged in this work is trained properly. A booklet containing instructions for the training of census staff in the form of lectures is under preparation and will reach you soon. But nothing can take the place of personal oral instructions and of demonstrations, by means of actual enumeration of individuals at random. The lectures should be so arranged that every census worker gets training in the urban as well as in the

rural areas. This work should start by the 15th June and finish by the 15th August, 1950 (except in Kulu Sub-Division where this work should start on 15th May and finish on 15 June 1950.)

It is, however, suggested that a general test of the staff so trained should be held after the training to ensure that the staff thus trained is in a position to carry out census operations independently and properly.

The census staff should also be instructed to acquaint themselves with their own circles, streets, Mohallas etc. so that no difficulty is felt at the time of actual commencement of enumeration of heads. A rough sketch of the locality can be of much help for this purpose.

DRESS REHEARSAL OF THE CENSUS IN SAMPLE AREAS.

12. After the training of census staff, it is essential that dress rehearsal of the census in the

sample areas should be conducted. Certain Mohallas and streets should be selected well in advance for this purpose. Dates for rehearsal will be notified later on.

CENSUS DATES.

13. The reference date, of next Census, as notified by the Government of India, is sunrise of 1st March, 1951. This is for reference of births and deaths. A child born before sunrise on that date will be counted and every death entry upto this date will be deleted. Like the Census of 1941, the restrictions of one-night census system, have been done away with during the census of 1951. The persons will now be enumerated by their "normal residence" thus avoiding appointment of numerous enumerators for trains, lorries, Sarais etc. and worries of counting persons wherever they are found. Our Census count must begin on 9th February, 1951, and end at sunrise on the 1st March, 1951.

FINAL CHECK

14. Every house in your block should be revisited with a view to carry out final check during the first three days of March, 1951.

The final check is intended only to bring the count up to day, i.e. it takes into account only the number of birth and death. The record made by the enumerator during the enumeration period should be taken as final and no correction should be made in the enumeration records for the final check except the cancellation of slips for the deaths and addition of new slips for births. It is not necessary to make any change in the entries of other slips.

15. It is an accepted principle that all Government servants are bound to assist in the work of taking the census, when called upon to do so by the Census Officers. The Provincial Government will draw the attention of all Heads of departments to this principle with a view to the issue by them of suitable orders in due course to the officials serving under them. Apart from the voluntary help of non-officials, the only other thing that has enabled the census to be carried out in the past is that the enumeration is done by the Provincial Administrations. As already stated census work should be entrusted to servants of local administrations, and they should be required to do that work along with their ordinary duties.

16. With the object of regulating the operations in the districts according to a definite programme and of ensuring its being carried out methodically and in time, a census calendar embracing all principal items of census work from the commencement up to the end of actual counting is enclosed. I cannot emphasise too strongly the necessity for dealing with census correspondence with care and promptitude (all Census correspondence to be marked urgent or immediate and to be given high grade priority in its disposal) and you are particularly requested to see that the census

calendar alluded to above is adhered to rigorously for any delay in even one district will cause serious dislocation and stop the wheels of progress in the whole province.

17. Spare copies of this circular and its enclosure are sent for the use of the District Census Officer, Sub-Divisional Officer (if any) and Tehsildars.

Sd. LAKSHMI CHAND VASHISHTA,
Provincial Census Superintendent, Punjab,
PEPSU, Delhi, Himachal and Bilaspur.

No. 269-C/C.S.

A copy with a copy of enclosure, is forwarded for information to the—

1. Census Commissioner, India, Ministry of Home Affairs, New Delhi.
2. Chief Secretary to Government Punjab, Simla-2.
3. Home Secretary to Government Punjab, Simla-2.
4. Secretary to Government Punjab, Health and Local Government Departments, Simla-2.
5. Chief Commissioners, Delhi and Himachal Pradesh
6. Chief Administrator, Bilaspur State, Bilaspur.
7. Commissioners, Ambala/Jullundur Division.
8. All Superintendents of Census Operations in India.
9. Secretary to His Excellency for the information of His Excellency the Governor of the Punjab.
10. Personal Assistants to the Hon'ble Ministers for the information of the Hon'ble Ministers.

Sd. LAKSHMI CHANDRA VASHISHTA
Provincial Census Superintendent.

CENSUS CALENDAR 1950-51.

Serial No.	Principal items of the Census work.	Latest date of completion
1	House numbering in urban areas.	15th April, 1950
2	Preparation of Census Ward or Block maps in urban areas.	15th April, 1950
3	House numbering in rural areas.	15th Aug., 1950 (after starting the work in the 1st week of July, 1950.)
4	Formation of Census Divisions (areas or circles under charge Superintendents, Supervisors & Enumerators)	15th May, 1950
5	Preparation of Charge Registers.	End of June, 1950.

Serial No.	Principal items of the Census work	Latest date of completion
6	Selection of Charge Superintendents, Supervisors and Enumerators and their appointment on the basis of recommendations from the District Census Officers and Census Superintendents, Patiala Union, Himachal Pradesh, Bilaspur and Delhi. The recommendations to reach my office by the 5th June, 1950.	15th June, 1950
7	Distribution of pads.	5th June, 1950
8	Training of Census Staff.	15th June to 15th August, 1950.
9	Dress Rehearsal of the census in sample areas.	Dates to be notified later on.
10	Census Dates.	9th February, 1951 to sunrise of 1st March, 1951.
11	Final Check.	First three days of March, 1951

Note :— This census calendar does not apply to Kulu Sub-Division where these census measures should finish before July, 1950.

Sd. LAKSHMI CHANDRA VASHISHTA,

Provincial Census Superintendent,
Punjab, Pepsu, Delhi, Himachal and Bilaspur.

Urgent

**EAST PUNJAB GOVERNMENT
DEPARTMENT OF REHABILITATION**

To all Additional Deputy Commissioners in East Punjab

Subject :—CENSUS OF EVACUEE HOUSES AND SITES IN RURAL AREAS IN EAST PUNJAB.

No. 8263-R, dated Jullundur, the 18th November 1949.

MEMORANDUM

In order to draw up a scheme for tackling evacuee housing problem in rural areas and providing sites for building new houses for displaced persons it is necessary to have a complete and reliable data of all habitable, repairable and completely destroyed or damaged beyond repairs' houses and vacant sites in East Punjab. Government have, therefore, decided to hold a census of evacuee houses and sites in rural

areas early this winter under the East Punjab Enumeration of Dwellings Act, 1948. Patwaris will be free to undertake this work in December, 1949 and January 1950. It is, therefore, requested that a detailed programme of census should be drawn up by you for your District and work should be taken in hand immediately. The census work should be completed by the 15th January 1950, at the latest.

A plan of village abadi (Shajra Sakni) will be prepared for each evacuee village abadi in rural areas in duplicate. A register Khasra Sakni will also be prepared for each evacuee abadi in duplicate. Detailed instructions for the preparation of Shajra Sakni and register Khasra Sakni are annexed herewith. Urdu translation of these instructions and printed form of register Khasra Sakni will be supplied shortly.

Sd. M. S. RANDHAWA

Additional Director General Rehabilitation
(Rural),
East Punjab, Jullundur.

No 8264/R

Copies forwarded to :—

1. The Secretary to H. E. The Governor, East Punjab.
2. Hon'ble Premier, East Punjab.
3. All Hon'ble Ministers, East Punjab.
4. Shree Mohan Lal Sexana, Hon'ble Minister for Relief and Rehab, Government of India, New Delhi.
5. The Secretary to the Govt. of India, Ministry of Relief and Rehabilitation, New Delhi.
6. The Joint Secretary to the Government of India, Ministry without Portfolio, New Delhi.
7. Secretary, Ministry of States, Government of India, New Delhi.
8. The Financial Commissioner, Revenue East Punjab Simla-E.
9. The Financial Commissioner, Relief and Rehabilitation East Punjab.
10. Director General Rehabilitation (Rural).
11. Addl : Director General Rehabilitation (Rural).
12. Deputy Secretary (Admn).
13. Deputy Secretary (Rural).
14. Under Secretary (Rural).
15. Under Secretary Land Resettlement.
16. Land Claims Officer, Jullundur.
17. Director of Agriculture East Punjab.
18. Director of Public Health East Punjab.
19. Chief Engineer P. W. D. (Dev) Simla.
20. Shree M. D. Mehta, Land Reclamation Officer Karnal.
21. Shree Nand Gopal, Superintending Engineer (Retired) JUBA House, Cart Road, Simla.
22. Shree Inder Sain P. C. S., Secretary Provincial Housing Committee, and Revenue Assistant, Hissar.

23. Dr. Parduman Singh, P. H. D. Ludhiana.
24. Sardar Dalip Singh Kang, M. L. A. House No. 8875, Ward No. 5, Ambala City.
25. B. Bachan Singh M. L. A. Village Gujarwal district Ludhiana.
26. S. Ajit Singh M.L.A. Nakodar Road, Jullundur
27. Dr. Parkash Kaur, M.L.A. East Punjab.
28. Dewan Khem Chand, Housing Advisor.
29. Commissioners Ambala and Jullundur Divisions.
30. All Heads of Departments in East Punjab.
31. Finance Secretary, East Punjab Simla.
32. Director General Public Relations, East Punjab.
33. S. Sardaul Singh Liaison Officer of East Punjab in U.P. Tiloi Building, 1 Way Road, Lucknow.
34. The Rehabilitation Officer, Kurukshetra.
35. The Assistant Secretary Finance Jullundur.
36. Rehabilitation Minister, Patiala.
37. The Rehabilitation Minister, Jind State, Sangrur.
38. Brigadier Pritam Singh, Deputy Secretary to Govt. of India Ministry of Defence, Rehabilitation, New Delhi.
39. Major Mehar Singh Defence Liaison Officer, Jullundur.
40. Major Mangat Rai, Defence Liaison Officer, Ferozepur.
41. Major Puran Singh, Defence Liaison Officer, Gurdaspur.
42. Major B. Autar Singh Defence Liaison Officer, Amritsar.
43. Major B. N. Kapur Defence Liaison Officer, Hissar.
44. All Deputy Commissioners in East Punjab with five spare copies.
45. All Addl: Deputy Commissioners in East Punjab with five spare copies.

Sd. M. S. RANDHAWA
Addl : Director General Rehabilitation (Rural)

Sites in rural areas in East Punjab.

The following instructions are issued for the enumeration of evacuee houses and sites in rural areas in East Punjab :—

Plan (Shajra Sakni) of village Abadi

1. A plan will be prepared by the Patwari for each evacuee village Abadi in rural areas, in duplicate, showing evacuee houses, sites, streets, wells for drinking water and vacant common land (Gora Deh) within the limits of village Abadi. In big evacuee villages an Abadi will be divided into blocks for the convenience of systematic enumeration. Streets running across the village Abadi can be used as boundary lines of blocks. Blocks will be named alphabetically i. e. A. B. C. and so on. In mixed

Abadis evacuee houses in particular localities will be shown as different blocks.

2. Habitable houses will be serially numbered in black ink starting from the north west corner of the Abadi. The numbering of the evacuee houses will be continuous even if the village has been divided into several blocks. If the number of houses in block 'A' is 1 to 50 shown as A/1 to A/50, then the first house in block 'B' will be shown as B/51 and so on.

3. The number of the house will be painted *in geru* on the front of the house with a circle round it to distinguish the number from any other number which may have been given previously e. g. A/1.

Enumeration of vacant sites within Abadi Deh

1. All evacuee vacant sites will be serially numbered in red ink. Completely or partially demolished houses, unfit for residence, will be reckoned as vacant sites. Vacant sites adjoining one another and demolished houses in one compact block should bear one number. In cases where demolished houses or sites are scattered over the villa in the midst of habitable houses, each such sites will be given a separate number.

2. The unbuilt vacant common land within village Abadi (*Gora-Deh*) will bear a separate number in red ink and the words "*Gora-Deh*" will be written on the plan.

3. The Field Kanungo will exercise a cent percent check of the plan prepared by the Patwari. The Halqa Revenue Officer will check 25 per cent entries in the plan. One copy of the plan will be retained by the Patwari, while the other will be sent to the Tehsil for record.

Register Khasra Sakni

A register "*Khasra-Sakni*" in the prescribed forms, annexed here-with, will be prepared for each evacuee village in duplicate. One copy will be retained by the Patwari and the other will be forwarded to the Tahsil. The register will be divided into two parts. Part I will deal with habitable houses. At the end of part I a *goshwara* be prepared classifying the habitable houses into following four categories according to value :—

1. Houses over Rs. 20,000/- in value
2. Houses over Rs. 15,000/- in value
3. Houses over Rs. 5,000/- in value
4. Houses below Rs 5,000/- in value

2. Part II would show vacant sites, including demolished houses unfit for residence.

3. The Field Kanungo will check the entries of this register cent percent. The Halqa Revenue Officer will also check 25 percent of the entries in the register.

REGISTER KHASRA SAKNI

Name of the Villages No. Hadbast Assessment Tahsil District
 Circle

PART I (Habitable evacuee house)

1	2	3	4	5	6	7	8	9	10	11	12	13
Serial No.	No. of house	Description of house			Condition of house	Ground area	Approximate value of house	Name of evacuee owner with particulars	Names of new allottees with particulars and with relationship interest	Basis for allotment	Allotment order No. Date	Remarks
		Pacca or Kacha	Stories	No. of rooms with dimensions and Court yard								

Instructions :—Entries regarding evacuee houses will be made in the following order.

- (1) Houses of Agriculturists
- (2) Houses of Kamins
- (3) Shops
- (4) Common buildings
- (5) Houses situated outside the Village Abadi

Column No. 2 :—The number of the houses as given in the Abadi plan should be entered in this column.

Column No. 3 :—If a house is partly kacha and partly pacca it should be entered as kacha pacca.

Column No. 5 :—The living rooms, bath rooms, kitchen, cattle shed etc. should be shown separately. The approximate dimensions should be given in feet. The measurements of the courtyard should also be given.

Column No. 6 :—Repairable houses which are habitable should be shown as such.

Column No. 7 :—Area should be given in Kanals, Marlas, sarsais, or square feet, calculated as a result of Qadmi Paimaish.

Column No. 9 :—In case where the name of the evacuee owner is not known the column should be left blank.

Column No. 12 :—The area of land allotted on quasi permanent basis should be entered in this column.

PART II—Vacant Sites and demolished houses not fit for habitation

1	2	3	4	5	6	7	8
Serial No.	No. of Site	Area	Name of new allottees with particulars, the number of family members with relationship	Basis of allotment	Area of the site allotted	No. and date of allotment	Remarks

Instructions :—Partly demolished houses not fit for habitation should be reckoned as vacant sites.

Column No. 2 :—The number as given in the Abadi plan will be entered in this column.

Column No. 3 :—Area should be given in Kanals, Marlas, sarsais, or square feet calculated as a result of Qadmi Paimaish.

Column No. 6 :—The area of land allotted on quasi permanent basis should be entered in this column.

Column No. 7 :—The dimensions of the site allotted should be given in feet with area in kanals, marlas etc. to be calculated by Qadmi Paimaish.

LIST OF QUESTIONS

1.—

- | | |
|---|------------------------|
| 1. Name and relationship to head of household | 1. _____ |
| 2. Nationality, religion and caste. | 2. (a) _____ (b) _____ |
| 3. Civil Condition. | (c) _____ |
| 4. Age. | |
| 5. Birth place. | 3. _____ 4 _____ |
| 6. Displaced person. | 5. _____ |
| 7. Mother tongue. | |
| 8. Bilingualism. | 6. _____ 1 _____ |
| 9. Economic Status. | 7. _____ 8 _____ |
| Part one—Dependency | |
| Part two—Employment. | 9. _____ 1 _____ |
| 10. Principal means of livelihood. | 10. _____ |
| 11. Secondary means livelihood, | _____ |
| 12. Literacy and education. | _____ / 14 |
| 13. Are you unemployed since 9th February, 1951? If so give reason. | 11. _____ |
| | 12. _____ |
| 14. Sex. | 13. _____ |

INSTRUCTIONS TO ENUMERATORS

A.—GENERAL PROCEDURE.

1. *Object of Census.* The object of the census is, in the words of an old village officer, "to catch every man." Keep this in view as our prime objective. But remember that we have to catch him only once. You must be careful in the case of visitors, absentees, etc., that there is no chance of their being counted in more than one place.

2. *Census dates.* Our census count must begin on 9th February 1951, and end at sunrise on the 1st March, 1951. You are thus given 20 days to do the enumeration

3. *Enumeration of household.*

(i) During this period of 20 days you should visit every house in your block. In each house, enumerate every person whom you find there and who is also normally residing in that house.

- (ii) Then enquire whether there is any person who is normally resident in the house but is absent at the time you visit the house. All such persons should also be enumerated, *unless they left the house before the 9th February, 1951 and are not expected to come back to the house until after the 1st March 1951.*
- (iii) Occasionally, you may find a visitor in a house who does not normally reside there. You should enquire from him when he left his house and when he expects to be back there. Do not enumerate him if he left his house on or after the 9th February or expects to go back there before sunrise on the 1st March. If, however, he is away from his house throughout the enumeration period and has not been enumerated anywhere else, you should enumerate him at the house where you find him.

4. *Enumeration of houseless persons.* Persons who do not normally reside in houses (e. g. members of wandering tribes, tramps, Sadhus, etc.) should be enumerated wherever they may be found during the night preceding sunrise of 1st March.

5. *Final Check.* You should revisit every house in your block and carry out a final check during the first *three days* of March. The object of this second visit is to bring your enumeration up to the reference date. This means:—

- (i) You should enumerate every birth that has taken place in a house since your last visit;
- (ii) You should cancel the slip for any death that may have taken place in any house since your last visit;
- (iii) if you happen to find any visitor who has not been enumerated anywhere else during the period of enumeration, you should enumerate him also.

6. *Provisional Tables.* As soon as you have completed a pad, note down the number of males and females, and of displaced persons in that pad and hand the pad over to your superior. After you have completed your enumeration total up your figures fill in the columns in the enumerator's abstract and hand it over to your supervisor.

Get into the habit of studying the instructions and the list of questions. You can if you like, take the list of questions from the book and paste it on to the enumeration pad for facility of reference. You must not remove any slip from your enumeration pad. Practice the questions as much as you can. You can write down the answers on the back of an envelope or on any old piece of paper or on a slate in the course of such practice. What we aim at is something like a man who has entered for a competition. At the competition he must be able to do his best, and he will not have any one to help him or take his place. Consequently he practices assiduously before hand. I should like to see this adopted as the general model of our efforts.

Consult your superior in any case of difficulty but remember that in the last resort it is on you as a citizen of the country that India relies for the information she secures through the census.

7. *Legal rights and duties.* Under the Census Act, every person is legally bound to furnish you with the information you need for recording your answer. You must not ask information on any matters not necessary for the purpose of the census, for example, the amount of any person's income. Nor must you disclose to any unauthorised person any information given to you or the result of the enumeration. All census entries are confidential and cannot be admitted as evidence in any civil proceeding whatever or in criminal proceeding other than a prosecution for a census offence.

Any enumerator extracting money on any pretext connected with the census will make himself liable to punishment under the Census Act or the Penal Code.

Lastly the words of the Hon'ble Deputy Prime Minister of India that "the forthcoming Census is the first Census of Free Republican India" and "it is also one of the greatest achievement of honorary endeavour, for instance, the process of enumeration would involve visits by over a million honorary enumerators to about 64 million homes inhabiting 350 million citizens" should always be borne in mind and best efforts be made by all Census workers to achieve the high ideal put forward by him by collecting information which could serve as sound, reliable and thorough data for National Planning.

ENUMERATOR'S ABSTRACT.

District
Tehsil
Town or village
Enumeration began
Enumeration ended
Number of books used

ABSTRACT.

Number of occupied houses
Person.	Male.	Female.
Total
Displaced person (Q. No. 6)

(Signature of Enumerator.)

Checked and found correct.

(Signature of Supervisor.)

B—INSTRUCTIONS FOR FILLING UP THE SLIP

1. Use black ink only and write very clearly. This is the only slip that will be written in the census and you must, therefore, take great care. The questions you are to ask are in a separate sheet attached to the booklet. In the enumeration slip itself put down nothing except the tehsil, village, house etc. numbers at the top and the answers to the questions.

2. To save you writing district, tehsil or village names, you will only have to write a figure. In the same way, wherever possible in the questions, answers are to be given as 1, 2, 3, etc. Study these and the instructions carefully.

3. At the top of every enumeration slip, you will see a printed figure; this represents the district number. Your superior officers will give you other numbers to represent tehsil and village. You will observe yourself the house number. Enter all these numbers immediately after the printed figure, in that order, tehsil, village, house.

4. In some houses there may be more than one family. It is important to show this fact when it appears. Where there is more than one family residing in the main house, this be distinguished by letters A, B, etc. e.g. If there were two families in house No. 49, the slip relating to the first family should be given house number 49/A and those relating to the second family house No. 49/B. The slips relating to other families living in out-houses or structure appurtenant to the main house should bear house number given to each such out-house or structure appurtenant to the main house mentioned above. If there are five families living in out-houses or structure appurtenant to main house No. 49, the slips relating to first family will be given house No. 49/1, second family house No. 49/2, third family house No. 49/3, fourth family house No. 49/4, and the fifth family house No. 49/5.

5. The census questionnaire is printed separately in the booklet.

You will observe that against each question the answers you are commonly likely to receive are stated and you are asked to use contraction for recording those answers. The contractions have been introduced in order to save you writing long answers by expressing them in single letters or numbers. You should take care to see that you use the correct contractions. You can make quite sure of this by keeping the questionnaire before you while recording the answers.

You should put clear and simple questions to the person you are enumerating which, in most cases, will elicit the correct answer at once. Explanation of any kind would be necessary only if the person does not understand your question properly. You should record the answers as given to you by the person you are enumerating.

Question No. 1 (Name and relationship to head of family.)

The head of the household is the person on whom falls the chief responsibility for the maintenance of the house hold. You need not, however, make any enquiry about this and you should treat as the head of the household, any person who is actually acknowledged as such. A household may include persons (e. g. domestic servants, lodgers etc.) who are not related to the head of the household, but live together and have a common mess. You should first enumerate the head of the household and then the other members in the household.

Write the names of the persons enumerated. After the name write '1' for the head of the household. For near relatives (viz. wife, son, daughter, brother, sister, father, mother) write actual relationship in full. For other relatives write '2'. For unrelated persons (if any) living in the household write O.

Question No. 2. (Nationality, religion and caste.)

Part (a). Nationality.—Write 'I' for all Indian Nationals. For others write Nationality in full.

Part (b). Write 'H' for Hindu, 'M' for Muslim, 'C' for Christian, 'S' for Sikh, 'J' for Jain, For others write the answer as actually returned.

Part (c). Special groups—A person is free to return whatever caste he likes or to say that he is not a member of any caste or tribe. Write 'A' for Anglo-Indian 'O' for any person who says that he is not a member of any caste or tribe and 'I' for any person who is a member of any one of the castes mentioned in

the list of non-backward castes supplied to you. In all other cases, write the name of the caste or tribe as returned by the person enumerated.

Question No. 3. (Civil Condition). Write 1. for unmarried, 2 for married, 3 for widowed. If divorced, write 0.

Question No. 4. (Age). This is an important question and many persons are likely to find it difficult to state their age correctly.

You should assist them and try to record, as far as possible, the correct age of the person enumerated. If you are not able to elicit the correct age directly, you should get at it by referring to some event of importance that occurred in the past and is remembered by everyone. You should use any local calendars of such events which may have been prepared for the purpose.

Write age last birthday; that is, on 1st March 1951 Write 0 for infants below 1.

Question No. 5. (Birth place). If the person enumerated was born in your State, but not in your district, it is important that the district in which he was born should be ascertained and recorded.

Write 1. for every person born in your district. For others write the name of the district, State or foreign country where he was born, according to the answer given.

Question No. 6. (Displaced persons.) The definition of a displaced person is as follows:

“Displaced person means any person who has entered India having left or been compelled to leave his home in Western Pakistan on or after the 1st March, 1947 or his home in Eastern Pakistan on or after the 15th October, 1946, on account of civil disturbances or the fear of such disturbances or on account of the setting up of the two Dominions of India and Pakistan.”

If the person enumerated is not a displaced person write '0' in both compartments. If he is a displaced person, write the date of arrival in India, in the first compartment; write 1 for Dera Ghazi Khan, 2 for Muzaffargarh, 3 for Sheikhpura, 4 for Rawalpindi, 5 for Gujranwala, 6 for Montgomery, 7 for Lyallpur and 8 for Mianwali. For others write the district of origin in Pakistan as returned. The answers to this question should be recorded in the second compartment.

Question No. 7. (Mother-tongue.) Write each person's mother-tongue, i.e. the language as first spoken from the cradle. In the case of infants and deaf-mutes the mother-tongue of the mother should be given.

2. Write 1 for Hindi, 2 for Punjabi, 3 for Lahanda or Western Punjabi, 4 for Western Pahari, 5 for Rajasthani and 6 for Urdu. For others write the mother tongue as returned.

If a person commonly speaks any Indian language other than his mother language, record it. For others write 0.

Question No. 8. (Bilingualism.) Record only one subsidiary language. The abbreviations given for the mother-tongue may be used in recording the subsidiary language.

Question No. 9. (Economic status). Part one... You are asked to distinguish every person whom you enumerate as either a 'self-supporting person' or an 'earning dependant' or a 'non-earning dependant.' The distinction is explained below:—

Where a person is in receipt of an income, and that income is sufficient at least for his own maintenance then he (or she, as the case may be) should be regarded as a self-supporting person. Anyone who is not a self-supporting person in this sense is a 'dependant'. A 'dependant' may be either an 'earning dependant' or a 'non-earning dependant'. The test is whether he secures a regular income even though it may be small. Such income may be in cash or in kind. Where the income which he secures is not sufficient to support him, that person is an 'earning dependant'. A person who does not earn any income either in cash or in kind, is a 'non-earning dependant.'

Note.—Where two or more members of a family household jointly cultivate land and secure an income therefrom, each of them should be regarded as earning a part of the income. None of them, is, therefore, a non-earning dependant. Each of them should be classed as either a 'self-supporting person' or an "earning-dependant," according to the share of income attributable to him or her. The same applies to any other business carried on jointly.

This does not mean that everyone *who* works, is necessarily a self-supporting person, or an earning dependant. Thus, for instance, a housewife who cooks for the family, brings up the children or manages the household is doing very valuable work. Nevertheless, her economic status is that of a 'non-earning dependant', if she does not also earn an income, and should be recorded as such.

Write 1 for a self-supporting person, 2 for a non-earning dependant, and 3 for an earning dependant. Write the answer in the first compartment.

Part two—Employment. You are asked to distinguish whether a self-supporting person is an employer, an employee or an independent worker.

(a) You should record an 'employer' only that person who has necessarily to employ other persons in order to carry on the business from which he secures his livelihood. Thus, if a person employs a cook or other person for domestic service, he should not be recorded as an 'employer' merely for that reason.

(b) An 'employee' is a person who ordinarily works under some other person for a salary or a wage in cash or kind, as the means of earning his livelihood. There may be persons who are employed as "managers, superintendents, agents, etc. and in that capacity control other workers. Such persons are also employees only, and should not be recorded as employers.

(c) An '*Independent worker*' means a person who is not employed by anyone else who does not also employ anybody else in order to earn his livelihood

Note : that dependants (whether earning or non-earning) are not to be classified under these three heads.

If a self-supporting person earns his principal means of livelihood as an employer, write 1. as an employee write 2. as an independent worker write 3. Write 0 in other cases. Write the answer in the second compartment.

Question No. 10. (Principal means of livelihood)

This is a very important question. Please, therefore, pay great care. You have to ask every person how he makes his living and put down the answer here. A person may have more than one means of living. In that case, the occupation which gives him the greatest part of his income is called his principal means of livelihood. That which gives him the next most important part of his income is called the secondary means of livelihood. You have to record only the principal means of livelihood against question 10. The secondary means of livelihood should be shown separately under question No. 11. A non-earning dependant has no means of livelihood of his own. His principal means of livelihood should be taken to be the same as that of the self-supporting person on whom he is dependant. The same assumption should be made about earning dependant also. (See para 11 below). In the result, the answer to question 10 should be same for a self-supporting person as well as all other persons who may be dependant on him whether earning or non-earning.

Four simple contractions have been provided which will cover most cases where the livelihood is dependent on agriculture. If you find that a person falls under two of these four categories, note that category which provides the largest income against question 10, and the second against question 11. No note need be taken of more than two such categories in any case.

In all other cases you have been asked to write fully and clearly what the person does in order to earn his livelihood and where he does it. There are three lines on the slip provided for answering this question. Use them fully. Avoid vague and general terms. Do not write "service" or "labour". If you are enumerating a trader, describe the articles in which he is carrying on trade and state clearly whether he is a wholesale-trader or a retail trader. A retail trader, sells to the public and whole sale trader does not.

If you are enumerating a factory worker, give the name of the factory or the product it makes e.g., coal mine, jute factory, cotton mill, etc.

An answer to this question should be recorded on every slip. If the slip relates to a self-supporting person, record his principal means of livelihood. If the slip relates to a dependent (whether earning or non-earning) record here the principal means of livelihood of the self-supporting person on whom he is dependant.

The means of livelihood which provides the largest income is the principal means of livelihood for a self-supporting person who has more than one means of livelihood. In the case of other self-supporting persons it is the only means of livelihood.

Use the following contractions: --

Write 1 for a person who cultivates land owned by him ; 2 for a person who cultivates land owned by another person ; 3 for a person who is employed as a labourer by another person who cultivates land ; 4 for a person who receives rent in cash or kind in respect of land which is cultivated by another person.

"Owned" in the above mentioned context does not bear the restricted meaning attached to it in ordinary parlance. It is not necessary that a person owning land should have unrestricted powers of alienation or transfer. It is enough if the person had a right to occupy the land and the rights were heritable. An occupancy tenant will thus be deemed as a person 'owning' land. A mortgagee will also be included in the category of persons 'owning' land. All displaced persons cultivating land vested in the Custodian, although allotted to them quasi-permanently, will be regarded as person cultivating land owned by another person.

For all other means of livelihood write fully and clearly what the person does in order to earn his livelihood and where he does it.

Question No. 11. (Secondary means of livelihood). Avoid repeating against this question the answer you have recorded against Question No. 10.

(a) A 'self supporting person' may have more than one means of livelihood in some cases. If so you should record his *Second* means of livelihood against Question No. 11.

(b) An 'earning dependant', is maintained partly by the income of some other person and partly by his own. It is unnecessary to enquire which is more important. His principal means of livelihood should always be taken to be the same as that of the self-supporting person on whom he is dependant (see para 10 above). The occupation which gives him an income should always be taken to be his secondary means of livelihood, and recorded against Question No. 11.

(c) 'Non-earning' dependants have no secondary means of livelihood.

For a self supporting person who has more than one means of livelihood write the means of livelihood next in importance to his principal means of livelihood. For an earning dependant write the means of livelihood which provides the earning. Use contractions given in Question No. 10.

Question No. 12. (Literacy and Education).

The test for reading is ability to read any simple letter either in print or in manuscript. The test for writing is ability to write a simple letter.

Write 0 for a person who can neither read nor write; write 1 for a person who can read but cannot write; write 2 for a person who can read and write. If a person who can read and write has also passed any examination note the highest examination passed, instead of writing 2.

Immediate

No. 55/51/C., dated Jullundur the 5th January 1951

From the Provincial Census Superintendent, Punjab Pepru, Delhi, Himachal and Bilaspur, to (1) all the Deputy Commissioners in the Punjab (2) Deputy Superintendent Census, Delhi.

Subject : — CENSUS 1951 — TRAINING CHART

MEMORANDUM

Please refer to Remarks column of the 1951—Census printed Chart. There is a note below 34 castes as under : —

”وہ اشخاص جو کہ پندرہ پنتھی مذہبی رمدا سی و سکی کر ذاتوں میں سے ہیں اور سکھ دھرم کے پیرو نہیں“

The word نہیں is a misprint and the right

word is ہیں The sentence should therefore be read as :—

” اور سکھ دھرم کے پابند ہیں “

2. In the Chart printed by the 'Jai Hind Press'

against question No. 2 (خاص گروہ-نسل مذہب) no

abbreviations and numerals have been used against "special groups". It is, therefore, requested that

Question No. 13. (are you unemployed since 9th February, 1951? If so give reasons).

Amongst the reasons of unemployment, especially the reasons based on infirmity viz; insanity, deaf-muteness, blindness, leprosy etc., or old age, want of training or skill or lack of resources should be recorded. Any other reason given by a person should also be recorded.

Write 1 for infirmity or old age, 2 for want of skill or training, add 3 for want of resources.

Question No. 14. (Sex).

Eunuchs and Hermaphrodites should be treated as males.

Write 1 for a male and 2 for a female.

against غیر پسماندہ اینگلو انڈین the following should

be inserted :—

اینگلو انڈین

غیر پسماندہ

1-1 A

ا غ پ

Please circulate these instructions to all the Census staff at a very early date.

Sd. BASHAMBER DAS

Office Superintendent,
for Provincial Census Superintendent, Jullundur.

LECTURE No. 1

INSTRUCTIONS FOR THE TRAINING OF ENUMERATORS etc,
Lecture No. 1.

Points which an Enumerator should know

1. An enumerator is the pivot of Census Operations. The Officers above him are there to help him in Census taking and he should consult them whenever in doubt or difficulty, but it is he who is the real Census taker, and the Nation expects from him that he would collect sound, reliable and thorough information.

2. An Enumerator should strive to know his charge or circle or Block intimately, the houses by their house numbers as well as in relationship to the heads of household occupying them and the household in general by their names as far as possible.

ٹریڈنگ چارٹ مردم شماری ۱۹۵۱ء

سوالات	تفصیل سوالات	کیفیت
۱ نام و نشانی محلہ سرکردہ ممبر گزشتہ سال	سرکردہ ممبر گزشتہ سال نام I نام ک	ممبر گزشتہ سال کی شناخت اور نام کی تصدیق۔
۲ نسل۔ مذہب۔ خاص گروہ	(a) نسل پندرہ شتائی یا شانکار گزشتہ سال نمبر I میں کل نام نسل	پندرہ شتائی اور مذہب کی شناخت اور گروہ کی تفصیل۔
۳ ازدواجی حالت	غیر شادی ع شش شش	ازدواجی حالت کی تصدیق۔
۴ عمر	ایک سال سے کم عمر کے بچے کے لئے باقی حالت میں تین سال سے چھ ماہ تک سے بچہ ہارچے اور ایک سال سے کم عمر کے بچے کے لئے	عمر کی تصدیق اور بچہ ہارچے کی تفصیل۔
۵ جائے پیدائش	اندروں ضلع نام ضلع	جائے پیدائش کی تصدیق۔
۶ آگے ہوئے اشخاص	سوال کے پہلے حصہ میں تاریخ سے سال آمدہ پندرہ پندرہ	آگے ہوئے اشخاص کی تفصیل۔
۷ مادری زبان	پنجابی مشرقی پنجابی پابھما مشرقی بہاولی راجستانی اردو دیگر مادری زبانیں	مادری زبان کی تصدیق۔
۸ دوسری زبانوں کا بولنا	مادری زبان کے علاوہ ہر کوئی اور ہندوستانی زبان بولی جاتی ہے نام زبان جو بولی جاتی ہے	دوسری زبانوں کی تصدیق۔
۹ اقتصادی حالت	حصہ اول (تخصیص) خود کھیل کھانا دوش پر انحصار ۲ س ۲ د ۱	اقتصادی حالت کی تفصیل۔
۱۰ اعلیٰ ذریعہ معاش	جن کا ذریعہ معاش زراعت پر خود کھانا دوش پر انحصار ۲ س ۲ د ۱	ذریعہ معاش کی تصدیق۔
۱۱ دیگر ذریعہ معاش	اداری ذریعہ معاش مکمل تفصیل ذریعہ معاش ۲ س ۲ د ۱	دیگر ذریعہ معاش کی تفصیل۔
۱۲ خواندگی و تعلیم	لکھ اور پڑھ نہیں سکتا ۱ پیس پڑھ اور لکھ سکتا ہے ۱ پیس نہیں لکھ اور پڑھ نہیں سکتا ۱ پیس	خواندگی و تعلیم کی تصدیق۔
۱۳ کیا آپ ۹ فروری ۱۹۵۱ء سے بیروزگار رہے۔ اگر نہیں تو وجہ لکھیں۔	پہلا حصہ باز بیماری یا باہمی باہمی کوئی نہ ہو۔ بیماری یا باہمی باہمی کوئی نہ ہو۔	بیروزگاری کی تصدیق اور وجہ کی تفصیل۔
جنس	مردم بچہ ۱ م عورت ۲ ع	جنس کی تصدیق۔

(نوٹ)

سوال نمبر ۱۰ کے ساتھ ولایت اور شادی شدہ اور بیوگان کی صورت میں ان کے خاندان کا نام درج کیا جائے۔
 (۱) ہر فرد کے لئے ایک ایک سلیب لکھی جائے گی (۲) ضلع اور تحصیل کا کوڈ نمبر آپ کو انٹرن بالائی طرف سے پیش کیا گیا ہے۔ روٹنگ کا کوڈ نمبر
 حدیث نمبر ہوگا اور مکان کا نمبر شمار کنندہ کو خود مکان پر درج کرنا ہوگا (۳) ہر ایک پینے کے سرورق پر نام ضلع تحصیل قانوگوسرکل اور موضع
 کا نام لکھا جائے۔ مگر پینے کے اندر ایک سلیب پر کوڈ نمبر لکھا جائے (۴) ہر ایک پینے کے ختم ہونے پر انتخاب شمار کنندہ پر کر کے پینے اپنے حلقہ دار کے
 سپر وکریں۔

کشمی چدر و شیشٹ

پروڈنشل سٹیشن چدر و شیشٹ جالندھر۔ پنجاب پیپلس۔ ہما چل پروڈن اور
 بلا سپورٹسٹ۔ جالندھر

ट्रेनिंग चार्ट जन गणना १९५१

प्रश्न	प्रश्नों की व्याख्या	टिप्पणी
१ नाम और घर के संबंध	घर का मुखिया * निकट सम्बन्धी अन्य सम्बन्धी जिन से सम्बन्ध न हो नाम ↓ मु. नि. त नाम सम्बन्धी आ-स- नाम ज-स-न-ह	* निकट सम्बन्धी स्त्री, पुत्र पुत्री, बहिन, भाई माता और पिता गिने जायेंगे
२ जाति धर्म आदि	2470 जाति धर्म हिन्दुस्तानी दूसरे देशों के रहने वाले हिन्दू इस्लाम सिख ईसाई जैन इसी धर्म आदि आंक ↓ जाति का पूरा नाम ह में से ई ज धर्म का पूरा नाम हि-स्त मुख्य भुम्ब (विशेष वर्ग) दलित ऐंगली इन्डियन दूसरी श्रेणियां जो किसी जाति में विश्वास नहीं रखता है वे-ई पूरा नाम	दलित जातियों से अभिप्राय उन 38 जमातों से हैं जो जन गणना सूची के समय scheduled castes के तौर पर मुश्तहर न की गई थी-
३ सामाजिक अवस्था	बिना शादी वाला शादी शूदा विधवा या रण्डवा तलाक वाली स्त्री बि-शा-वा शा-प्रा- वि- रण्ड- तल	
४ आयु	१ साल से कम आयु वाले बच्चों के लिये बाकी दशा में ताथदाद साल जो पैदाइश से १ मार्च १९५१ तक हुए हैं ताथदाद पूरे साल	
५ जन्मस्थान	जिले के अन्दर सूबे के अन्दर सूबे के बाहर जि-क-अ- जिले का नाम नाम जिला और सूबा	
६ विस्थापित पुरुष	प्रश्न के पहिले भाग में प्रश्न के दूसरे भाग में हिन्दुस्तान में आने की तारीख ब साल नाम जिला पूर्वी व पश्चिमी पाकिस्तान उस भाषी खां मुजफ्फरगढ़ शरखपुरा रावलपिन्डी गुजरावाला मिट गामरी लाइलपुर मियां वाली अन्य जिले नाम जिला	जो लोग पश्चिमी पाकिस्तान से १५ अगस्त १९४७ के पूर्व भारत में आबाद हो गये हैं उन की पकी रिहाइश पाकिस्तान में थी, वह उरबडे हुये लोग जिन्हे अर्थिक और स्वातन्त्र्य के पहिले हिस्से में उन की हिन्दुस्तान में आबाद होने की तारीख की जाति और घर पर इन स्थान के स्थान में ठहारे पर दूसरे उरबडे लोग लिखा जावे
७ मातृभाषा	हिंदी पंजाबी पश्चिमी पंजाबी या लहन्दा पश्चिमी पठारी राजस्थानी उर्दू दूसरी मातृ भाषा में भाषा का नाम	
८ दो भाषाओं का बोलना	मातृभाषा के अलावा अगर कोई और हिन्दुस्तानी बोली बोली जाती हो नाम बोली जो बोली जाती है मातृ भाषा के अलावा दूसरी भाषा जो न बोली जाती हो	
९ आर्थिक देश	(क) भाग किसी पर आश्रित आम निम्न दूसरे पर आश्रित (न कमाने वाला) कुछ कमाने वाला आश्रित आ. नि २ इ-प-आ ३ कु-क-आ (ख) भाग नौकरी मालिक नौकर स्वतंत्र काम करने वाला दूसरे हालत १ म २ नौ ३ स्व-क-क ४ ०	
१० जीवन निर्वाह का मुख्य साधन	जिन का निर्वाह खेती बाड़ी पर है खुद काशत या नौकर द्वारा अराजी काशत गैर मौसमी सोझी, मजदूर, नकदी बने रह मलकीयती और खेती रहन पर ली हुई अलात शूदा २. स-म- १. खु-क २. क. म-म अराजी चकीते पर देकर अन्य जीवन निर्वाह ऐसे पुरुषों की हालत में जो पूरे या थोड़े आश्रित रहते हैं नकदी बसूल करना या खेती बाड़ी के अलावा यह साधन उस पुरुष का होगा जिस पर वह आश्रित हो ४ अ-व पूरा बयान साधन का	
११ जीवन निर्वाह के अन्य साधन	जीवन निर्वाह के सहायक साधन कमाऊ आश्रित बेकार आश्रित आमदनी के साधन का पूरा बयान साधन के नाम बयान करके बतलाये लिख पक नहीं सकता यह सकता है यह और लिख सकता है	

जावन नवाह के अन्य साधन	जावन नवाह का सहायक साधन आमदनी के साधन का पूरा ब्याज	कमाऊ आभार साधन के नाम ब्याज करके बतलवाँ	बकार आभार
अक्षर ज्ञान या शिक्षा	लिख पढ़ नहीं सकता ४ लि. प. न. स इम्तिहान पास है इम्तिहान का नाम व ब्याज	पढ़ सकता है १. प. स. ह	पढ़ और लिख सकता है २ व. लि. स. ह
क्या आप १९५१ फरवरी १९५१ से बेकार हैं? यदि हैं तो क्या कारण?	पैहला भाग हां बुढ़ापा या बीमारी पंगलपन, बीला, गुंगापन, प्रस्थापन, कोइड आदी बु. बी. १	दूसरा भाग प्रतिस्थापिता २ प्र. २. अन्य कारण नाम कारण व पूरा ब्याज	स्त्रीयां जो घरों में काम करती हैं और पढ़ने वाले लड़के और लड़कियों की दशा में दोनों रवानों में "०" लिखा जावे.
जिन्स स्त्री पुरुष	मर्दे तथा हिजड़े १ व म	औरत २ व औ	

नोट: हर फर्दे के लिये एक अलग स्लिप लिखी जायेगी (२) जिला, तहसील, कोड नं अफसरान बाला की और से भेजा जा चुका है। मौजा का कोड नं व दस्ता नं होगा और मकान का नं गणना करता को स्वयं मकान पर दर्ज करना होगा (३) हर एक पैड के बाहर नया जिला, तहसील, कानून गो सरकल और मौजा का नाम लिखा जावे। परन्तु पैड के अन्दर हर एक स्लिप पर कोड नम्बर ही लिखा जावेगा (४) हर एक पैड के स्वतन्त्र होने पर इन्तखाब गिनने वाला पैड भर करके अपने इलाकादार के सपुर्दे कर दे।

नोट: प्रश्न नं १ में नाम के साथ पिता का नाम और विधवा और विधवा स्त्रियों की दशा में उनके पति का नाम दर्ज किया जावे।

नोट: प्रश्नों के उत्तर देते समय उपरोक्त दी निशानियों में से एक प्रयोग करे या हिन्दू लिखे जावे या स्वर चिह्न लिखे जावे।

लक्ष्मीचन्द्र वीशष्ट

प्राविश्यल सेन्सस सुपरिन्टेन्डेन्ट
मक-कम्प विभाचल प्रदेश व बिलासपुरस्टेट
Bilaspur

ਦੈਨਿੰਗ ਚਾਰਟ ਜਨਗਣਨਾ 1951

ਕ੍ਰ.	ਪ੍ਰਸ਼ਨ	ਪ੍ਰਸ਼ਨਾਂ ਦੀ ਸੂਚੀ	ਕੈਫੀਅਤ																				
1	ਨਾਓ ਤੇ ਘਰ ਦੇ ਮੁਖੀ ਨਾਲ ਸਬੰਧ	<table style="width: 100%; border: none;"> <tr> <td style="width: 25%; border: none;"><u>ਘਰ ਦਾ ਮੁਖੀ</u> ਨਾਓ-1 ਘਰ ਦ ਮ</td> <td style="width: 25%; border: none;"><u>ਨੇੜੇ ਦਾ ਸਬੰਧੀ*</u> ਨਾਓ ਸਮੇਤ ਸਬੰਧ ਨ ਮ</td> <td style="width: 25%; border: none;"><u>ਹੋਰ ਸਬੰਧੀ</u> ਨਾਂ 2 ਹ ਮ</td> <td style="width: 25%; border: none;"><u>ਬਚਾਨੇ</u> ਨਾਓ-0 ਬ</td> </tr> </table>	<u>ਘਰ ਦਾ ਮੁਖੀ</u> ਨਾਓ-1 ਘਰ ਦ ਮ	<u>ਨੇੜੇ ਦਾ ਸਬੰਧੀ*</u> ਨਾਓ ਸਮੇਤ ਸਬੰਧ ਨ ਮ	<u>ਹੋਰ ਸਬੰਧੀ</u> ਨਾਂ 2 ਹ ਮ	<u>ਬਚਾਨੇ</u> ਨਾਓ-0 ਬ	* ਨੇੜੇ ਦੇ ਸਬੰਧੀਆਂ ਵਿਚ ਪਤਨੀ, ਪੁੱਤ, ਧੀ, ਭੈਣ, ਭਰਾ, ਮਾਂ ਅਤੇ ਪਿਤਾ ਭੀ ਗਿਣੇ ਜਾਣਗੇ।																
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4	ਆਸ਼ੂ	ਇਕ ਸਾਲ ਤੋਂ ਘੱਟ ਆਸ਼ੂ ਵਾਲੇ ਰਾਜਿਆਂ ਲਈ 0 ਵੱਕਾਂ ਲਈ ਸਾਲਾਂ ਦੀ ਗਿਣਤੀ 1 ਮਾਰਚ 1951 ਤਕ ਪੂਰੇ ਸਾਲਾਂ ਦੀ ਗਿਣਤੀ																					
5	ਜਨਮ ਅਸਥਾਨ	<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; border: none;">ਜਿਲੇ ਵਿਚ ਪ੍ਰਾਂਤ ਵਿਚ</td> <td style="width: 33%; border: none;">ਪ੍ਰਾਂਤ ਤੋਂ ਬਾਹਰ</td> <td style="width: 33%; border: none;"></td> </tr> <tr> <td style="border: none;">1 ਜਿ- ਵਿ</td> <td style="border: none;">ਜਿਲੇ ਦਾ ਨਾਓ</td> <td style="border: none;">ਜਿਲੇ ਤੋਂ ਪ੍ਰਾਂਤ ਦਾ ਨਾਓ</td> </tr> </table>	ਜਿਲੇ ਵਿਚ ਪ੍ਰਾਂਤ ਵਿਚ	ਪ੍ਰਾਂਤ ਤੋਂ ਬਾਹਰ		1 ਜਿ- ਵਿ	ਜਿਲੇ ਦਾ ਨਾਓ	ਜਿਲੇ ਤੋਂ ਪ੍ਰਾਂਤ ਦਾ ਨਾਓ															
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6	ਉਜੜੇ ਹੋਏ ਪ੍ਰਾਣੀ	<p>ਪ੍ਰਸ਼ਨ ਦੇ ਪਹਿਲੇ ਵਿਸ਼ੇ ਵਿਚ ਪ੍ਰਸ਼ਨ ਦੇ ਦੂਜੇ ਵਿਸ਼ੇ ਵਿਚ</p> <p>ਭਾਰਤ ਸੁਰਖੀਅਨ ਵਿਚ ਆਉਣ ਦੀ ਪੂਰਬੀ ਜਾਂ ਪੱਛਮੀ ਪਾਰਿਸ਼ਤਾਨ ਵਿਚ ਤਰੀਕ ਤੇ ਸਾਲ ਦੌਰੇ ਹੋਏ ਜਿਲੇ ਦਾ ਨਾਓ</p> <p>(1) ਡੇਰਾ ਗਾਂਢੀ (2) ਮਜਫਰ ਗਾਂਢੀ (3) ਸੇਖੂ ਪੁਰਾ (4) ਡਾਕਲ ਪਿੰਡੀ (5) ਗੁਜਰਾਂ-ਵਾਲਾ (6) ਮਿਟ ਗੁਮਰੀ (7) ਲਾਇਲਪੁਰ (8) ਮੀਆਂ ਵਾਲੀ।</p> <p>ਹੋਰਨਾਂ ਜਿਲਿਆਂ ਵਾਸਤੇ, ਪਿਛਲੇ ਪਾਰਿਸ਼ਤਾਨ ਦੇ ਜਿਲੇ ਦੇਸੇ ਜਾਨ ਓਹਲਿਓ</p>																					
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10	ਨਿਰਭਰ ਦਾ ਮੁਖ ਸਾਧਨ	<p>ਬੇਤੀ ਚੜੀ ਤੇ ਨਿਰਭਰ ਰਹਿਣ ਵਾਲੇ</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%; border: none;">ਖੁਦ ਕਾਸਤ ਜਾਂ ਨੌਕਰਾਂ ਵਾਂਗੀ ਕਾਸਤ ਕਰਨ ਵਾਲੇ</td> <td style="width: 25%; border: none;">ਭੈਰ ਮੰਦੂਸੀ ਕਾਸਤ</td> <td style="width: 25%; border: none;">ਠੇਕ ਆਦੀ ਤੇ ਮਜਦੂਰੀ</td> <td style="width: 25%; border: none;">ਚੁਕੋਤੇ ਤੇ ਜਿਤੀ ਚੁਕੋਤੇ ਜਾਂ ਸਿੱਸ ਵਿਚ</td> </tr> <tr> <td style="border: none;">1- ਖ ਕ</td> <td style="border: none;">2- ਕ ਮ</td> <td style="border: none;">3- ਠ</td> <td style="border: none;">੪- ਚ ਚ</td> </tr> </table> <p>ਕਾਸਤ ਤੋਂ ਛੁਟ ਨਿਰਭਰ ਦੇ ਦੂਸਰੇ ਸਾਧਨ ਕਮ ਦਾ ਪੂਰਾ ਵੇਰਵਾ</p> <p>ਮੁੱਖ ਪੁਰਖਾਂ ਦੀ ਗਲਤ ਵਿਚ ਚੁਕੀਆਂ ਤੇ ਖੁਦ ਦੀ ਮਾਲਕੀ ਉੱਚ ਤੇ ਨਿਰਭਰ ਉਸ ਮੁਖ ਸਾਧਨ ਦਾ ਨਾਂ ਸਿੱਸੇ ਵਾਂਗ ਚੁਕੋਤੇ ਤੇ ਉਹ ਨਿਰਭਰ ਹੋ</p>	ਖੁਦ ਕਾਸਤ ਜਾਂ ਨੌਕਰਾਂ ਵਾਂਗੀ ਕਾਸਤ ਕਰਨ ਵਾਲੇ	ਭੈਰ ਮੰਦੂਸੀ ਕਾਸਤ	ਠੇਕ ਆਦੀ ਤੇ ਮਜਦੂਰੀ	ਚੁਕੋਤੇ ਤੇ ਜਿਤੀ ਚੁਕੋਤੇ ਜਾਂ ਸਿੱਸ ਵਿਚ	1- ਖ ਕ	2- ਕ ਮ	3- ਠ	੪- ਚ ਚ													
ਖੁਦ ਕਾਸਤ ਜਾਂ ਨੌਕਰਾਂ ਵਾਂਗੀ ਕਾਸਤ ਕਰਨ ਵਾਲੇ	ਭੈਰ ਮੰਦੂਸੀ ਕਾਸਤ	ਠੇਕ ਆਦੀ ਤੇ ਮਜਦੂਰੀ	ਚੁਕੋਤੇ ਤੇ ਜਿਤੀ ਚੁਕੋਤੇ ਜਾਂ ਸਿੱਸ ਵਿਚ																				
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ਵਾਲਾਂ ਦੇ ਸਵਾਧ ਦੇ ਦੋ ਵੇਲੇ ਸਿਰਫ ਇਕ ਵਿਸਮ ਦੀਆਂ
 ਸਮੇਸਲ ਕੀਤੀਆਂ ਜਾਣਗੀਆਂ। ਚਾਰੇ ਨਿਸ਼ਾਨੀਆਂ 0, 1, 2, 3
 ਮਾਂ ਜਾਣ। ਚਾਰੇ ਹਰਫ਼ਾਂ ਦੀਆਂ ਨ ਸੁਰਖੀਆਂ ਨ, ਸ ਆਦਿ
 ਦੇ ਆਰੇ ਨਿਸ਼ੇ ਹੋਣ।

<p>ਦੂਸਰੇ ਸਾਧਨ</p>	<p>ਮਾਧਨ ਦਾ ਨਾਂ ਵੇਰਵੇ ਸਹਿਤ ਨਿਰਭਰ ਦਾ ਪੂਰਨ ਮਾਧਨ</p>	<p>ਜਨ ਗਣਨਾ ਦੇ ਸਵਾਲਾਂ ਦੇ ਜਵਾਬ ਨਿਸ਼ਚੀਆਂ ਦੀ ਵਿਸਤਾਰਤ ਸੂਚੀ ਦਿਸਤਮਾਲ ਸੂਚੀਆਂ ਜਾਂਦੀਆਂ ਹਨ ਜਿਸ ਤਰ੍ਹਾਂ ਪੁਸ਼ਟ ਦੇ ਆਰੀ ਲਿਖੇ</p>
<p>੧੨ ਪੜ੍ਹਾਈ ਅਤੇ ਵਿਦਿਆ</p>	<p>ਪੜ੍ਹਨ ਲਿਖਣ ਦੋਨਾਂ ਤੋਂ ਕੋਰਾ ਕੋਲ ਖਰ੍ਹ ਸਕਦਾ ਹੋਵੇ ਖ ਲ ਦ ਤ ਕ ਕ ਪ ਸ^੧ ਹ ਖੜ੍ਹ ਅਤੇ ਲਿਖ ਸਕਦਾ ਹੋਵੇ ਖਸ ਕੀਤੀ ਹੋਈ ਪੜ੍ਹੀਖਿਆ ਖ ਲ ਸ^੨ ਹ ਖਸ ਕੀਤੀ ਪੜ੍ਹਿਆ ਦਾ ਪੂਰਾ ਵੇਰਵਾ</p>	
<p>੧੩ ਕੀ ਤਸੀਲ ਫਰਵਰੀ ੧੯੫੧ ਤੋਂ ਬੇਰੇਜ਼ਗਾਰ ਹੋ ਜੇ ਹੋ ਜਾਂ ਕਾਰਨ ਦਸਮੇ</p>	<p>ਪਹਿਲਾ ਹਿੱਸਾ ਬਚੇਏ ਖਿਆਰੀ ਜਾਂ ਹੋਰ ਕਾਰਨ ਦਸਤਕਾਰੀ ਕਰਕੇ ਜਾ (ਪਾਗਲਪਨ, ਬੁਰਿਆਪਨ, ਦੇ ਨ ਮਿਲਣ ਅਧਿਕਾਰ ਕੋਲਕਾਏਲ ਆਦਿ) ਕਰਕੇ ਬ-ਬ. ਦ ਨ ਮ ਕ-੨ ਦੂਜਾ ਹਿੱਸਾ ਨੋਕਰੀ ਨ ਮਿਲਨ ਕਰਕੇ ਹੋਰ ਕਾਰਨ ਨ ਨ ਮ ਕ ਕਾਰਨ ਵਿਸਤਾਰ-ਸਹਿਤ</p>	
<p>੧੪ ਲਿੰਗ</p>	<p>ਪੁਲਿੰਗ (ਖਸਾਰਿਆਂ ਸਣੇ) ਦਿਸਤੀ ਲਿੰਗ ੧ — ੫ ੨ — ਇ</p>	
<p>ਨੋਟ:- (੧) ਹਰੇਕ ਪੁਲੀ ਲਈ ਇਕ ਵਕਰੀ ਸਲਿਪ ਲਿਖੀ ਜਾਵੇਗੀ (੨) ਜਿਲੇ ਅਤੇ ਤਸੀਲ ਦਾ ਕੋਡ ਨੰ: ਤੁਹਾਡੇ ਉਤਲੇ ਆਂਟਸਰਾਂ ਤੋਂ ਮਿਲ ਸਕਦਾ ਹੈ। ਇੰਡ ਦਾ ਕੋਡ ਨੰ: ਉਸਦਾ ਹਦਬਸਤ ਨੰ: ਹੀ ਹੋਵੇਗਾ, ਅਤੇ ਮਕਾਨ ਨੰ: ਗਿਣਤੀ ਕਰਨ ਵਾਲੇ ਨੂੰ ਆਖ ਹੀ ਮਕਾਨ ਤੇ ਲਿਖਣਾ ਪਵੇਗਾ (੩) ਹਰੇਕ ਪੁੱਤਰ ਦੇ ਉਪਰ ਜਿਲਾ ਤਸੀਲ, ਕਾਨੂੰਗੋ ਦਾ ਵਲਕਾ ਅਤੇ ਪਿੰਡ ਦਾ ਨਾਂ ਲਿਖਿਆ ਜਾਵੇ, ਖਰ ਹਰ ਇਕ ਪੰਡ ਦੇ ਅਧਿਕ ਹਰੇਕ ਸਲਿਪ ਤੇ ਕੋਡ ਨੰ: ਹੀ ਲਿਖਿਆ ਜਾਵੇ (੪) ਹਰੇਕ ਪੰਡ ਦੇ ਮੁਕਦ ਤੇ ਸੰਖੇਪ ਨਕਸ਼ਾ ਭਰਕੇ ਉਸ ਪੰਡ ਨੂੰ ਆਖਣੇ ਵਲਕੇ ਦਾਰ ਨੂੰ ਸੌਂਪ ਦਿਤਾ ਜਾਵੇ।</p> <p style="text-align: center;">LAKSHMI CHANDRA VASHISHTA Provincial Census Supdt. Punjab, Delhi, Pepsu Himachal Pradesh & Bilaspore States</p>		

3. An enumerator should be friendly and courteous to the citizens. He should not enter into controversy with the citizens to householders whom he visits for Census taking and interviews. He should give his name and show his letter of authority.

4. An enumerator should strive to achieve highest accuracy in regard to the data to be collected by him and to achieve this object, he should aid the persons to be enumerated in properly understanding the questions put to them.

5. An enumerator should assure the citizens that whatever information was being given by them would be treated as confidential and won't be disclosed to any unauthorised person.

6. An enumerator should make himself thoroughly familiar with the instructions and list of questions in the spirit of a man who has entered a competitive Examination and to achieve this object he should practise assiduously during the training period and the period in between the close of training period and the commencement of the Census period (15th August, 1950 to 8th February, 1951).

Census workers are honorary workers, whether they are drawn from the ranks of officials or non-officials. The brunt of work, during census operations, falls to the loss of Census Enumerator. It is the Enumerator on whom the Nation relies to get accurate Census data. If an enumerator is familiar with his surroundings, Census taking by him becomes an easy matter. If he knows the location Code Numbers as well as the abbreviations he is required to make use, of the filling of Census enumeration slips by him will present no difficulty. The writing out of National Register of Citizens should cease to be a nightmare to Patwari or Moharrir Enumerator who has prepared Enumeration slips carefully.

Suppose an enumerator is required to cover 80 census houses or dwellings populated by about 400 persons. He should plan how to go about his work. Morning or evening house should be selected for house to house visits. If writing out of Register is to be done in the evenings, visits may be confined to mornings only or half the time in mornings and evenings be devoted to visits and the other half to writing out of National Register. A programme of houses to be visited each day should be prepared well in advance of the date of commencement of the Census Period and it should be notified to the persons of the block or area to be enumerated. The Supervisor concerned should be supplied with a copy of this programme which would be adhered to by the enumerator with care and punctuality.

Datewise programme of houses to be visited by him should be prepared by an enumerator and made known to the Mohallawals and their accredited representatives well in advance. The head of a house-hold would, if intimated in advance as mentioned above, be expecting the Enumerator's visit, and be ready with the information which he has been deputed to collect.

To carry out his enquiries, an enumerator should put necessary questions only and try to be as brief as he can. Enumeration slips relating to a household visited should as far as possible be filled on the spot in the presence of the head of that household or any other members of the household present before him. A householder not found in his house or contacted at the time of planned visit be paid subsequent visits to ensure contact with him.

A dwelling house found unnumbered should be given a proper number.

LECTURE No. 2

CENSUS ENUMERATION SLIP AND HOW TO FILL IT

Enumeration pads issued by the Tehsil Census Officers to the Charge Superintendents will have noted on the outside of each pad the name of the District, Tehsil and Kanungo's circle. Each slip before issue will have location code numbers relating to District, Tehsil and Town/village noted on it by the Charge Superintendent. The house number will be noted by the Enumerator as he visits a particular house and starts filling an enumeration slip in regard to the Head of the household. The same house number will be noted on other slips prepared in regard to members of the household. There will be one slip for each member. The cover of an enumeration pad bearing the name of the District, Tehsil and Kanungo's circle should be kept intact when despatching the pads from tehsil census office or District Census Office to the Provincial sorting and Tabulation office.

Suppose an enumerator starts his round from house to house and visits the first house of his Block bearing No : 51, with Ujjagar Singh as the head of household. As reply to question No. 1 against 1 on the enumeration slip, he should note down Ujjagar Singh and append numeral 1 which is the abbreviation for head of household. While filling the next slip in regard to Kartar Kaur wife of Ujjagar Singh, entry against question No. 1 will be Kartar Kaur and word wife denoting her actual relationship to the head of household will be appended according to explanation given under question No. 1 in the booklet of instructions to Enumerators.

Ujjagar Singh's son Phuman Singh, his daughter Basant Kaur, his brother Joginder Singh, his sister Joginder Kaur, his father Natha Singh and his mother Mohinder Kaur will have each a separate slip prepared and actual relationship borne by each to the head of household will be noted after the name of each.

Ujjagar Singh's daughter-in-law Gurdev Kaur (wife of Phuman Singh, Ujjagar Singh's brother's wife Harinder Kaur (wife of Joginder Singh) will have a slip

each prepared, but after their names numeral 2 will be appended to signify that relationship to the head of household was other than that of son, wife, daughter, mother, sister and father to the head of household.

For Ujagar Singh's farm labourers Havela Singh and Bela Singh, separate slips will be prepared but after the name of each figure '0' will be appended to signify that they were unrelated persons living in the household of Ujagar Singh.

In this way slip for each member of household headed by Ujagar Singh will be prepared and each will bear house No. 51.

There may arise cases in which one dwelling house is shared by two or more families. Suppose house No. 52 has three families sharing it. The main family of Jhanda Singh will have 52 as house number given on the slip of the members of his household, while the slips relating to the households of Girdhara Singh and Gurmukh Singh have 52/A and 52/B as house numbers given on them.

In case of ten out-houses attached to house No : 53 the slips relating to the occupants of the main house will be given 53 as house number, while the slips relating to out houses will have 53/1, 53/2, 53/3, 53/4, 53/5, 53/6, 53/7, 53/8, 53/9 and 53/10 house numbers given on them.

If in out house number 53/1 Mangal Dhobi, his wife Jamna and his son Ram Chand and Hardev live, the slips prepared for the head of the household, his wife or sons will all bear house No. 53/1. Actual relationship 'wife', 'son' will be noted after the name of Jamna and the sons Ram Chand and Hardev.

Ramditta sweeper and his family living in 53/2, Ramun Gowala and his family living in 53/3, Hari Singh Motor-driver and his family living in 53/4, Ram Rakha peon and his family living in 53/4, Harnam Singh peon and his family living in 53/5, Bachinta peon and his family living in 53/6, Bakhshish Singh, Ram Kishan, Hari Ram and Ram Singh living in 53/7, 53/8 53/9 and 53/10 will have the above mentioned house numbers given on their slips.

In a hospital which has 50 beds, and all of which are under occupation of indoor patients who are not likely to go back to their houses or normal place of residence during the census period, slip for each patient will be prepared separately and will bear the hospital number on each slip. The patient will be treated as a visitor and have '0' appended after his or her name being an unrelated member of the institution viz hospital treated as a household. Similarly those detained in a jail or a lock-up, or casual visitors to a hotel or a Sarai or a club house or a boarding house will have the same number of the institution given on their slips and have '0' appended after each name as they will be recorded unrelated members to the institution treated as a household.

Inmates of Refugee Camps or Relief Camps will however be dealt with on the same basis as inmates of a household and each household will be separately numbered and relationship of each member to the head of the household will be recorded.

The house of Superintendent or Deputy Superintendent or Asstt : Superintendent Jail and the quarters of warders should be separately numbered. If the jail has been given 53 as its number, the house of jail in charge be numbered as 53/A and the quarters of warders and other staff should be numbered 53/B, 53/C and so on.

Similarly if attached to the hospital bearing No. 50 are the houses of doctor in charge, compounders and nurses, these be numbered as 50/A, 50/B, 50/C and so on.

If the jail and hospital have been numbered separately and so the houses or quarters of staff of these institutions normally residing therein, the house numbers so given be maintained and utilized and no numbers of the type mentioned above viz. 50/A, 50/B, 50/C or 53/B and 53/C need be given.

In a club or a hotel or a boarding house, there may be some persons putting up as casual visitors not likely to return to their homes or places of normal residence during the census period, while there may be other lodgers who have been normally residing therein and there may as well as be the manager or other staff of the hotel or club or boarding house normally living on the premises.

Normal residents (whether as staff or as lodgers) will be treated as separate households even if a lodger was a one man household. Separate slips bearing separate number for each household will be prepared.

Shri Ram Lal, his wife Shrimati Savitiri Devi and his sons Ram Prasad and Ram Rang normally residing in a part of hotel bearing No. 56 will have number 56/A assigned to their household.

Shri Ram Lal's slip will have 1 appended after his name as head of the household, while actual relationship wife and son will be noted after the name of Shrimati Savitiri Devi and the sons Ram Prasad and Ram Rang respectively.

Another lodger Resham Singh will constitute one man household and he will be assigned a separate house number 56/B. Numeral 1 will be appended to his name

Casual visitors to above mentioned or similar institutions will be regarded as unrelated members of the institution which will be treated as a household.

Relationship interse of such casual visitors won't be recorded on their slips. Shri Har Govind, Shrimati Hargobind and Miss Hargobind as casual visitors to a

hotel will each have 'O' appended to his or her name, as their relationship will be judged with respect to the institution hotel and not to each other. In a hospital apart from patients any relation of the patients attending on the patients will be regarded as unrelated members of the hospital and have 'O' appended to their name.

LECTURE No. 3

Question No. 2 of the Census Questionnaire has been sub-divided into three parts, the first type relates to Nationality, the second to Religion and the third to special groups.

A citizen of India has been defined as below in the constitution of India :—

“At the commencement of this constitution every person who has his domicile in the territory of India and—

- (a) who was born in the territory of India and ; or
- (b) either of whose parents was born in the territory of India or
- (c) who has been ordinarily resident in the territory of India for not less than five years immediately preceding such commencement, shall be citizen of India.”

A citizen of India will be called an Indian National.

All citizens of India owing allegiance to the Constitution of India are Indian Nationals, and numeral 1 as abbreviation be used in describing their Nationality.

Citizens of other countries should be described by noting down in full the Nationality given by each. Normally a Canadian, a German, a Russian, an Italian and a French will be termed as Canadian National, German National, Russian National, Italian National and French National respectively.

Religions.—Abbreviations have been provided as below :—

- H—for Hindu
- C—for Christian
- J—for Jain
- M—for Muslim
- S—for Sikh

other religions include Buddhism, Jewish, Zoroastrianism. Whatever religion a person being enumerated professes be noted down in case his religion does not fall within the category of religions for which abbreviations have been prescribed.

Special Group.—A list of non backward classes has been prepared for the Punjab zone. For a person who says he is not a member of any caste, numeral 'O' be noted down in part (C) of Question No. 2. For a person who belongs to one of the castes mentioned in the above-mentioned list of non-backward classes numeral 1 as abbreviation be noted.

For an Anglo-Indian use abbreviation 'A'.

In all other cases the name of the caste or tribe as returned by the person enumerated be noted down. The following classes in the Punjab zone are known as Harijans or those suffering social disabilities or such as are regarded as backward :—

SCHEDULE

- | | |
|----------------------------|---------------------------|
| 1. Aheria | 32. Khatik. |
| 2. Balai | 33. Koril. |
| 3. Banetwala. | 34. Kurmi. |
| 4. Bangali. | 35. Lalbegi. |
| 5. Banjara | 36. Madari. |
| 6. Batar | 37. Mahasha. |
| 7. Batwal. | 38. Mullah |
| 8. Bawaria. | 39. Marija or Maredha |
| 9. Bazigarh. | 40. Mazhbi (Sikh) |
| 10. Bhadulia. | 41. Megh or Meghwal |
| 11. Balmiki | 42. Mochi. |
| 12. Chuhra. | 43. Nai (Barber) |
| 13. Bhanjra. | 44. Nari But. |
| 14. Chama. | 45. Nat (Rana) |
| 15. Cheengh | 46. Nayak. |
| 16. Chirimar. | 47. Od. |
| 17. Daiya (Chaj Banawala) | 48. Passi. |
| 18. Dhanak | 49. Perna. |
| 19. Dhinwar or Jhinwar. | 50. Ramdassia |
| 20. Dhobi | 51. Ramdasia Sikh |
| 21. Dom. | 52. Ravidassi or Raidassi |
| 22. Gaddaria. | 53. Regar. |
| 23. Gawata | 54. Sais. |
| 24. Ghasirra | 55. Sansi. |
| 25. Herhia. | 56. Santhia. |
| 26. Jatya, or Jatay-Chamar | 57. Sapera. |
| 27. Julaha (weaver) | 58. Sarera. |
| 28. Kabir Panthi | 59. Singiwala or Kalbelia |
| 29. Kabir Panthi (Sikh) | 60. Sikligar. |
| 30. Kuchabandh. | 61. Sikligar (Sikh). |
| 31. Kanjjar. | 62. Sirkiband. |
| | 63. Teli. |

LECTURE No. 4.

Question No. 3.—Civil Condition—relates to marital condition of the persons to be enumerated viz. whether unmarried, or married or widowed or divorced. Abbreviations to be used are 1 for unmarried, 2 for married, 3 for widowed and '0' for divorced. The question is simple and the replies expected to be given will also be simple and fall within the above mentioned four categories.

A person's marital status as it exists during the Census period is only to be taken notice of. A divorced person getting married will be shown as married, similarly a married person getting widowed will be shown as widowed.

Question No. 4.—Relating to age of person enumerated required that age as completed on last birthday (actual number or completed years) be given. For an infant below one year of age '0' be noted in the space meant for reply to question No. 4. A person born on 9th December, 1905 will have completed 45 years of his age on 9th December, 1950.

When noting down his age between 9th and 28th February, 1951, 45 be noted in space against Question No. 4.

LECTURE No. 5

Question No. 5.—Relates to birthplace of a person enumerated.

For a person born in the district of enumeration numeral 1 be used as abbreviation. For those born in other districts of the State, name of district be ascertained and noted down.

A person born in Jullundur district while being enumerated in the same district will have numeral 1 noted in the space meant for answer to question No. 5 while a person born in Hoshiarpur district being enumerated in Jullundur will have Hoshiarpur district put down in the above mentioned space.

A person born in Gujranwala district while being enumerated in Ambala district will have Gujranwala district, Punjab (P) noted in reply to the Question No. 5.

Question No. 6 relates to displaced persons. A displaced person has been defined as follows :

"Displaced person means any person who has entered India having left or been compelled to leave his home in Western Pakistan on or after 1st March, 1947 or his home in Eastern Pakistan on or after the 15th October, 1946, on account of Civil disturbances or the fear of such disturbances or on account of the setting up of the two Dominions of India and Pakistan".

In case of a person who is not a displaced person both spaces against question No. 6 must be filled by putting down figure '0' in each. In no case these are to be left unfilled. In case of a displaced person it should be ascertained when he arrived in India and the date and month and year of arrival be noted in 1st compartment and the district of origin in Pakistan in the second compartment.

LECTURE No. 6

Question No. 7. relates to mother tongue which means the language as first spoken from the cradle.

In the undivided Punjab during the 1931 Census the following chief languages were found to be in vogue in the areas noted against each :—

Western Pahari	Himalayan Natural Division,
Rajasthani	Southern parts of Gurgaon, Hissar and Ferozepur Districts.
Hindustani	South-East part of the Province, bulk of Ambala Division.
Punjabi	Sub-Himalayan tract and Central Districts.
Lahanda	Bulk of the North-West Dry area, the eastern line of which passes Gujrat, Gujranwala, Sheikhpura and Montgomery Districts.
Balochi	Western parts of Dera Ghazi Khan.
Pashto	Trans-Indus portion of Mianwali and repairian villages of Attock.

Other Languages, returned were :—

English	}	Boshahr.	
Kanauri		Kulu Sub Division.	
Lahauli			
Tibetan	}	Winter visitors from Kashmir.	
Kashmiri		Bahawalpur State.	
Sindhi		Gurkhas of Gurkha units.	
Nepali		of Ods	
Odki		Afghan refugees.	
Persian		of Bawarias.	
Bhili		of those born in Bengal.	
Bengali		of Parsis from Gujrat, Baroda etc.	
Gujrati		of troops from Maharashtra.	
Marhatti		}	of those from Madras.
Tamil	}		of those from Arabia, Iraq etc.
Telugu			of those from Kamaon and
Arabic		Garhwal Hills.	
Central Pahari			

Languages grouped as 'Others' were as below :—

(a) Indian languages	
Assamese	Malayalam
Burmese	Oriya
Gondi	Sanskrit
Khasi	

- (b) Asiatic Languages
- | | |
|----------|------------|
| Chinese | Singhalese |
| Japanese | Syriac |
| Javanese | Siamese |
| Malayan | Turkish |
- (c) Foreign Languages
- | | |
|------------|-----------|
| African | Dutch |
| Gaelic | Norwegien |
| Portuguese | Russian |
| French | Spanish |
| German | Swedish |
| Italian | Welsh |
| Flemish | |

In the Delhi Area especially NEW DELHI Embassies persons with the foreign languages as their mother tongue will be found and due care should be taken in recording their mother tongue. Selected English knowing enumerators be deputed to visit the Embassies.

On account of partition of India millions of persons residing in West Punjab or Punjab (P) and West Pakistan have migrated to the Punjab (I) and other parts of India. There have also been migrations from Jammu and Kashmir. In case of such displaced persons, the mother-tongue returned by an individual might well include one or the other of the Chief languages mentioned above.

The languages mentioned in the Constitution of India are as below :—

- | | |
|---------------|---------------|
| 1. Assamese. | 8. Marathi. |
| 2. Bengali. | 9. Oriya. |
| 3. Gujrati. | 10. Punjabi. |
| 4. Hindi. | 11. Sanskrit. |
| 5. Kannoda. | 12. Tamil. |
| 6. Kashmiri. | 13. Telugu. |
| 7. Malayalam. | 14. Urdu. |

A list of dialects spoken in the various districts of Punjab zone is being prepared and will be supplied later.

If the mother tongue of a person is one of the dialects, in reply to Question No. 7 the dialect should be recorded.

In the case of deaf mutes and infants the mother tongue to be entered will be that returned by the mother of such person.

Question No. 8—Bilingualism—Only one subsidiary language is to be recorded. If a person commonly speaks any Indian language other than his mother tongue the same be recorded in space meant for reply to question No. 8 after using abbreviations indicated for Indian languages in question No. 7.

If a person does not use any subsidiary language, '0' be recorded in the space meant for noting down reply to Q. No. 8.

Question No. 9 relating to Economic status of a person has been divided into two parts. The first part dependency covers three broad categories viz a self-supporting person, an earning dependant and a non-earning dependant.

Suppose there is a household consisting of one individual. There is a widow sufficiently provided for by her deceased husband. Her status will be that of self-supporting person. There is another widow who is a worker herself and thus earns income sufficient at least for her own maintenance. She will also be classed as a self-supporting person whether widow may be getting a maintenance from a charitable trust, or some charitably inclined person or her own son or some other relation. A retired Government servant may be maintaining himself on his pension and income from immovable property. These are all instances of persons who will be classed as self-supporting persons. It is not necessary that an individual in order to be entitled to be classed a self-supporting person should be an actual worker or should follow an occupation. What is wanted is that the person should be in receipt of an income which should be sufficient at least for his or her own maintenance.

In a household consisting of two or more members every one may be a self-supporting person or there may be dependants in addition to a self-supporting person. Shri Ram Sahai, his two sons Durga Sahai and Vishnu Sahai and Shri Ram Sahai's wife Shrimati Parbati Devi form a household. The last mentioned attends to household work. Vishnu Sahai is a student of 10th class and depends upon his father for meeting the expenses of his education. He earns no regular income either in the form of a stipend, or as tuition fee or as wages for any part time work done for some one else. Durga Sahai is a senior grade clerk with Rs 100/- P. M. as his pay sufficient to maintain himself. Shri Ram Sahai is also in service and his pay is Rs 250/- P. M. sufficient to maintain him and other members of his family or household. Both Shri Ram Sahai and Durga Sahai will be classed as self-supporting persons. Vishnu Sahai and Shrimati Parbati Devi as non-earning dependants. Part two covers employment and this may fall under three categories.

A self-supporting person may be an employer or an employee or an independent worker.

All Government servants high or low will be classed as employees. The President of Indian Union, the Prime Minister of India, the Deputy Prime Minister and other cabinet and state Ministers as well as Chief Minister and other Ministers of various states composing the Indian Union will all be termed as employees of Indian Union or State Governments.

In case of a company or hotel or business concern the Managing Director, the manager and other hands

whether working in the office or field will be classed as employees of company, hotel or business concern as the case may be.

Shri Ram Rup runs a *Pucca Arhti's* shop as a foodgrain dealer and this business gives him his principle means of livelihood. He has employed two Munims, two cooks and two domestic servants. When filling part two (Economic Status) of question 9 on the slip relating to Shri Ram Rup, word employer will be recorded. The *munims*, the cooks and servants referred to above will all be classed as employees on the assumption that they are all self-supporting persons.

An independent worker is a person who is not employed by any one else and who also does not employ anybody else in order to earn his livelihood.

One man concerns—*Panwala, Pansari, Parchunwala, sweet-seller, cobbler tailor, Bharbhunja, a newspaper hawker, and a photographer*, etc. will all furnish cases of independent workers. A lawyer has to employ a clerk or munshi, a doctor a dispenser or compounder and hence they will be called employers. A Hakim or a Chemist or a Druggist working without the assistance of a dispenser or clerk will be termed as an independent worker.

Question No. 10.— Principal means of livelihood.

Dependants whether non-earning or earning will have the same principal means of livelihood shown for them as the self-supporting persons on whom they depend.

A self-supporting person may have only one means of living or more than one. The means of living which gives him the greater part of his income will be his principal means of livelihood, and the one next to it his secondary means of livelihood.

Secondary means of livelihood Ques- tion No. 11
A doctor is practising as a specialist in Eye diseases he has immovable property which gives him rent, and he is also proprietor of a Cinema. His income from the above mentioned sources is Rs. 2,000 Rs. 1,000 and Rs. 300 p.m. respectively. His principal means of livelihood will be that of a Cinema owner, and his Secondary means of livelihood that of an Eye specialist. The secondary means of livelihood that of an 'Eye Specialist' will be recorded in the space meant for recording reply to Question No. 11.

A person who has only one means of living will have no means of livelihood recorded in reply to Question No. 11. A non-earning dependant will have no secondary means of livelihood. An earning dependant will have the occupation which gives him income recorded as his secondary means of livelihood. While describing the occupation or means of livelihood of a person enumerated it should be fully and clearly ascertained as to what he does and where he does it.

The word shop-keeper is too vague and general to denote what type of shop a person runs. If he is a Pansari or Parchunwala or panwala or a general merchant or a cloth merchant, the particular type of business run be noted.

In the same way a maker of Durries, or carpets or Niwar or asans or a cloth weaver should be described.

A Government servant should have it shown whether he is a clerk or a Patwari or a constable or an Army officer or Sepoy or Subedar or Secretary to Government, Collector, or Commissioner or Tahsildar or Naib Tahsildar or a Station-master or points-man or engine driver. A municipal servant if he is Municipal Secretary or Municipal Executive Officer or Municipal clerk or Municipal Sanitary Inspector or Municipal scavenger a chaukidar if he is a village chaukidar or office chaukidar etc.

(NOTE.—A list showing classification of occupations will be forwarded later.)

LECTURE No. 8.

LITERACY AND EDUCATION.

Question No. 12 —There are two aspects of literacy. The person concerned should be able to read and write a simple letter. If he can neither read nor write '0' be put down in the space reserved for reply to question No. 12.

If he can only read a simple letter in any language, but cannot write a simple letter in that language, numeral 1 should appear in the space meant for reply to question No. 12.

If he can both read and write numeral 2 should appear in the above mentioned space.

If apart from being literate the person enumerated has passed any Examination, numeral 2 should not appear in space meant for reply to Question No. 12, but instead the highest Examination passed be recorded.

A person who has passed M.A., "Shastri or Giani or Matric or Vernacular Middle or IV Primary Examination" will have M.A. or Shastri or Giani or Matric or Vernacular Middle or IV Primary be recorded in the space meant for reply to Question No. 12.

Literacy in any language will qualify a person to be recorded as literate. Similarly Examination of any type passed will entitle him to have the same recorded in reply to Question 12.

Question No. 13. This is a new question which has its own importance, especially on account of the unemployment that has come in the wake of partition of India and migration of people from West Pakistan into Punjab (I) and from Punjab (I) to Punjab (P).

The space meant for reply to this question should be split up into two parts. In the first part if the reply is in the affirmative, the word 'yes' be noted. If the reply is in the negative, numeral '0' should be recorded. In case of the latter reply part II should also be filled by adding '0'.

For a person who has made reply to the main Question in the affirmative, the type of employment he or she is seeking should be noted and onward reasons of unemployment. If the unemployment is due to infirmity or old age numeral '1' be recorded, if due to want of skill or training numeral '2', and if for want of resources numeral '3'.

Any other reasons given be noted down as returned.

Question No 14—Each person enumerated is to be classed as male or female.

LECTURE No. 9.

Supervisors have to play an important role in securing efficiency and reliability in regard to the work of Census enumeration, both by thoroughly training the enumerator and guiding him from time to time and supervising his work with thoroughness and care.

As the period during which census enumeration is to take place will consist of 20 days, it is but natural to be expected that the supervisor would exercise a great vigilance and be able to have cent per cent check of the entries made in the National Register of Citizens and the slips filled by an enumerator under his charge.

The quality of work of enumerators will depend to a great extent on the energy and skill displayed by their Supervisors in the discharge of their Census duties.

Charge Superintendents—Charge Superintendents in towns and cities will have to perform an arduous duty. In the rural areas Kanungos will generally be working as Charge Superintendents. Unless a Charge Superintendent knows his job well, he cannot properly guide his Supervisors and enumerators. The Charge Superintendents in cities and larger towns should, therefore, not only look to the organisational side of their work but also pay proper heed to the technical side of it.

The agency which will render a substantial help in the census taking will be that of village school teachers. To the boys and girls studying in their schools, the village school teachers can explain the importance of the 1951 census and thus make them Census-minded. Their parents, they can, similarly, awaken to their duties towards the 1951 Census.

Apart from the village school teachers, all other employees of Municipal Committees and District Boards as well as Government servants owe a special duty viz. to work as honorary Census Officers whenever called upon to do so. Their discharge of census duties

should be above board and they should work unmindful of discomforts which extra hours of working are bound to cause to a person already engaged as a whole time worker in some capacity or other.

The members of public should assist the honorary census workers in the completion of their work, and extend their whole-hearted cooperation to them. The press should give appropriate guidance to the public and so the public leaders.

— — —
No. 254/51/C.S.

Dated, Jullundur the 20th January, 1951

From Pt. Lakshmi Chandra Vashishta, P.C.S. Provincial Census Superintendent, Punjab, Pepsu, Delhi Himachal and Bilaspur to all District Census Officers in the Punjab, Pepsu, Himachal and Bilaspur and Deputy Superintendent Census, Delhi.

Subject:—SAMPLE TRAINING CENSUS PADS AND THE USE TO WHICH THESE ARE TO BE PUT.

MEMORANDUM

Urban and rural pads of the Sample Training Census should be got thoroughly and carefully checked and scrutinized at the tehsil or District Headquarters by the Tehsil Officer or the District Census Officer and defects noticed be pointed out to the Census workers of the tehsil concerned or district as a whole by citing instances.

2. The following are some of the defects which have been noticed in some of the pads of the Sample Training Census and these should not be allowed to recur:—

- (i) in reply to Question No. 1, father's name or name of the husband in case of a married woman or that of a deceased husband in case of a widow must be given, (Chiragh Din, Janki, Ram Kaur are all incorrect, Chiragh Din, son of Rakha is a correct entry). Instances have come to notice wherein father's name or husband's name had not been given. Unless these particulars are given along with the name of the individual censused, for purposes of preparing voters' lists, such data will be of no use.

- (ii) Abbreviation 'I' in reply to Question No. 1 only denotes head of the household, it can never apply to close relations—wife, brother, sister, father and mother, son and daughter—in whose case actual relationship is to be recorded after the name and father's name etc. mentioned above.
Ram Singh s/o
Prem Singh I,
Ram Singh s/o
Prem Singh—
Brother,
Ram Kaur
w/o Ram Singh
wife, are
correct entries)

(iii) In case of non-backward classes abbreviation 1 is to be used ; the caste or tribe to which a person being enumerated as a member of non-backward classes belongs is not to be recorded. Recording a person as a Brahman or a Rajput is, therefore, incorrect, abbreviation in 2 (c) will indicate that the person enumerated is a member of non-backward classes.

(iv) In case of persons who are not displaced both parts of question No. 6 are to be filled by putting down '0'. Leaving them blank or unfilled is wrong.

(v) In case of a person who commonly or mostly speaks his mother tongue '0' has to be put down in reply to Question No. 8. Knowledge of Hindi or Urdu or any other Indian language will not justify their being put down in reply to Question No. 8.

(vi) Where a father and his four sons carry on a blacksmith's shop which provides such income which is sufficient to maintain each of them, all the five will be regarded as self-supporting. Similarly if a father and his sons carry on agriculture jointly and income provided is sufficient for the maintenance of each one of them, each will be treated as self-supporting. Abbreviation 'I' recorded in reply to part I of Question No. 9 will denote a self supporting person.

(vii) 2 and 3 are non-earners and part-earners. Part II of Question No. 9 has to be filled in regard to self-supporting persons only and in regard to 2 and 3, only a 'x' is to be put down.

(viii) To write down just *Dastkari* or *Mazduri* in reply to Question No. 11 is highly unsatisfactory.

(ix) In case of non-earner, reply to question No. 10 will be the same as has been recorded in case of person on whom the non-earner depends.

Reply to Question No. 11 will be '0' even though the person on whom non-earner depends has secondary means of livelihood. ☉

(x) In case of part-earner, the way in which he makes his part-earning will be recorded in reply to question No 11, while in reply to question No. 10, the particulars given in regard to the person on whom the part-earner depends will appear.

(xi) If a person has passed any examination, '2' abbreviation is incorrect.

(xii) Space allowed for reply to question No. 13 is to be divided into two parts. In the first part in case of un-employed word 'Yes' is to be noted along with the employment or business he or she is after and in the second part, reasons of unemployment.

In case of school going children or college girls or boys as well as women doing household work or children upto the age of 5, both parts be filled with '0'.

Sd. LAKSHMI CHANDRA VASHISHTA,
Provincial Census Superintendent.

Attested.

BISHAMBER DAS,

Office Superintendent.

No. 255/51/CS.

A copy is forwarded to the :—

(1) Superintendent Census Operations, Pepsu, Patiala.

(2) Superintendent Census Operations, Himachal Pradesh, Simla-4.

(3) Chief Commissioner, Bilaspur (Simla Hills),

for information and necessary action.

Sd. LAKSHMI CHANDRA VASHISHTA.

Provincial Census Superintendent,

Attested.

BISHAMBER DAS,

Office Superintendent.

TO BE SUBSTITUTED FOR THE MEMORANDUM
BEARING THE SAME No. AND DATE

No. 2576/C S.

Dated, Jullundur the 14th December, 1950

From Pt. Lakshmi Chandra Vashishta, P.C.S. Provincial
Census Superintendent, Punjab, Pepsu, Delhi,
Himachal and Bilaspur, to all Deputy Com-
missioners in the Punjab, Pepsu Delhi, Himachal.
2. Chief Commissioner, Bilaspur.

Subject :—PROVISIONAL TOTALS ARRANGEMENTS

MEMORANDUM

The enumeration period will begin with the sunrise of 9th February, 1951 and end with the sunrise of 1st March, 1951. 1st, 2nd and 3rd of March will be utilized

for final checking of the census slips prepared during the above mentioned enumerators period. Side by side with the preparation of census slips, National Register of Citizens would be written up by the Census workers.

2. In the rural areas on the 4th of March, all enumerators of a circle will collect at the headquarters of their Supervisors who will, after necessary checking of the National Register with the census slips, and satisfying himself that the slips and the National Register entries tally, that all the objections made during enumeration period had been enquired into that the unanimous decision by the local Committee and the final decision by the Naib Tehsildar had been fully given effect to in the slips and the National Register of Citizens, have a table in the following form prepared for the villages in his circle :—

Name of the village with Census Code Nos.	Population		Displaced Persons	
	Males	Females	Males	Females

This work should finish by the 5th of March, 1951. On the 6th of March, all Supervisors working in a Charge Superintendents circle will collect at the headquarter of the Charge Superintendent taking along with them the census slips, used as well as unused, and the National Registers of their circles and Registers of objections as well as the tables of population totals prepared in triplicate. The Charge Superintendent (who will ordinarily be a Kanungo circle) will have a consolidated statement of all the villages of his circle prepared making use of the tables prepared by the Supervisors after exercising an effective scrutiny of the census pads, the National Registers and the Registers of objections made over to him by the Supervisors. This work should finish by 7th of March, 1951. On the 8th March, the Charge Superintendents will collect at the Tehsil headquarters and will make over all census pads and the National Registers and the Registers of objections to the Tehsil census officer and also hand over two copies of the above mentioned table for the villages included in his Charge retaining the 3rd copy in his office. On 9th March 1951 at the tehsil headquarters, on the basis of the tables got prepared by the Charge Superintendent and the Supervisors, the tehsil totals and the tehsil lists of the population figures will be got prepared in triplicate. One copy will be retained and the other two will be forwarded to the office of the District Census Officer along with the census pads, the National Registers and Registers of objections of the tehsil.

3. For the urban areas (in which areas of Cantonments or local bodies will be included) wardwise

population totals will be got prepared by the Supervisor after collecting his enumerators at his headquarters on the 4th of March and townwise totals will be got prepared in the office of the local body or Cantonment concerned by the Charge-Superintendent working under the supervision of the Municipal or Cantonment Census officer on the 5th of March. On the 6th of March, the Municipal or Cantonment Census officer (the figures of general population and those relating to the displaced persons, and relating to the strictly Military area in a cantonment will be combined with similar figures for the rest of the Cantonment and thus Cantonment lists will be compiled), will arrange to have the census slips and the National Registers and the Registers of objections pertaining to the various wards of the local body or Cantt: delivered to the Tehsil Census officer along with the tables relating to the general population and that of displaced persons prepared in triplicate. The totals from the various local bodies functioning in the tehsil will be consolidated at the tehsil headquarters and a combined total for the rural area of the tehsil will be prepared giving details separately for the urban areas and the rural areas. On 9-3-51 the census pads, the National Registers of Citizens and Registers of objections relating to urban areas along with two spare copies of population figures relating to displaced persons and general will be got delivered by the Tehsil Census Officers to the District Census Officer.

4. The Military Census Officers will have a list (in triplicate) prepared in the following form:—

Name of Military area or camp	Population		Displaced Persons	
	Males	Females	Males	Female

and arrange to have the lists along with the Census pads, National Registers of Citizens and Registers of objections (if any) sent to the District Census officer by 8th March, 1951.

5. At the District Headquarters, the district total will be worked out from the tehsil urban and rural area totals as well as totals intimated by the Military Census Officers. The District Census Officer should arrange to send a telegram to the Provincial Census Superintendent as well as to the Census Commissioner for India on the 10th of March in the following form:—

“1951 Census Provisional figures District.....
Population Total Males
Females”.

The telegram should be followed by an express letter (one to the office of the Provincial Census Superintendent and other to the office of the Census Commissioner for India) which should contain a confirmed copy of the telegram as well as figures for displaced persons in the following form:—

“Displaced persons population Total.....
Males.....Females.....”.

The District Census Officer should also forward along with the express letter addressed to the Provincial Census Superintendent, Jullundur, a copy of the tables relating to the general population figures as well as the population figures of displaced persons supplied to him by each Tehsil Census Officer. He should also arrange to have the census pads, the National Registers of Citizens and Registers of objections sent to the office of the Provincial Census Superintendent.

Attested.

BASHAMBER DAS,

Office Superintendent.

Sd. LAKSHMI CHANDRA VASHISHTA,
Provincial Census Superintendent.

No: 257/7 C.S.

A copy is forwarded to the:—

(1) Census Commissioner, for India, New Delhi.
(2) Secretary to Government Punjab, Health and Local Government Departments, Simla. (3) Superintendent Census Operations, Pepsu., (4) Superintendent Census Operations, Himachal Pardesh. (5) Deputy Superintendent Census, Delhi.

Attested.

BASHAMBER DAS,

Office Superintendent.

Sd. LAKSHMI CHANDRA VASHISHTA,
Provincial Census Superintendent.

ERRATA

Page	Para No.	Line	Existing Entry	Correct Entry
1	...	4	HIMACHAL, PRADESH	HIMACHAL PRADESH
4	15	7	durgaithi	Durgaithi
4	15	14	current of	current or
4	16	1	Gohra	Ghera
4	16	14	devise	device
4	18	10	through	thorough
7	44	2	areas	area
8	56	5	consonence	consonance
8	58	1	Tnstructions	Instructions
10	70/I		Teachers	Teacher's
11	70/I	1	Governments	Government's
11	70/I	4	Commissioners	Commissioner's
12	80	...	Effects	Defects
12	83	14	demand	demanded
32			Srimur	Sirmur
33	Notification No. 2/23/ 49 (1)—Public	9	Superintēdent	Superintendents
33	D. O. No. 229/CS	8	preliminary	preliminary
35	No. Hom (K)S/11/ 1950	9	accountant	Accountant
35	Order of the Governor of Punjab	5	Delhousie	Dalhousie
39	Letter No. E5/Census/ 1951 Para. 3	8	imodifications	modifications
39			" ANNEXURE 'A' "	" ANNEXURE 'A' "
40	States in which the charge lies	15	Hyderabed	Hyderabad
41	census of Railways Para. 1	3	on	one
42	Short Title and Extent	2	census	Census
43	Para. 7	4	may be	may, be
43	Para. 7	27	Panel	Penal
43	Para. 10	9	specified	specified
43	Para. 11 (b)	4	disclose	discloses
44	Para. 13	3	offense	offensive
47	Memo. No. 198--C/CS Para. 4	6	follew	follow
47	Do. Para. 2	21	Kanungeo's	Kanungo's
49	Copy of letter No. 268- C/CS	6	ond	and
49	House Numbering Para. 3	6	19 0	1950
51	Para. 8		SECTION	SELECTION
53	Para. 17	4	CHAND	CHANDRA
54	Memo. No. 8263-R Para. 2	3	dnuplicate	duplicate
55	Enumeration of vacant sites Para. 1	8	sites	site

Page	Para No.	Line	Existing Entry	Correct Entry
58	Para. 6	3	persons in	persons in
59	Para. 4	5	If	if
61	Contractions	18	person	persons
62	Lecture No. 1		Enumerat r	Enumerator
63	Para. 6	26	house should	houses should
63	Lecture 2	20	house of	house of
63	Lecture 2	24	enumerat n	enumeration
64		5 & 11	Ujagar	Ujjagar
65	Schedule	9	Bazigarh	Bazigar
68	Secondary means of livelihood Q. No.11	7	deceases	diseases
68	"	10	Rs. 2,000	Rs. 2,000,
68	Note in Col. 2	2	fopwarded	forwarded
69	Lecture No. 9	2	reiiability	reliability
69	"	8	excepted	expected
71	Para 2	7	into	into,
71	"	17	Superintendent	Superintendent's
71	Para 4	"	Registers o	Registers of