



CENSUS OF INDIA, 1961

VOLUME XI

MYSORE

PART VIII-A

ADMINISTRATION REPORT

(ENUMERATION)

K. BALASUBRAMANYAM

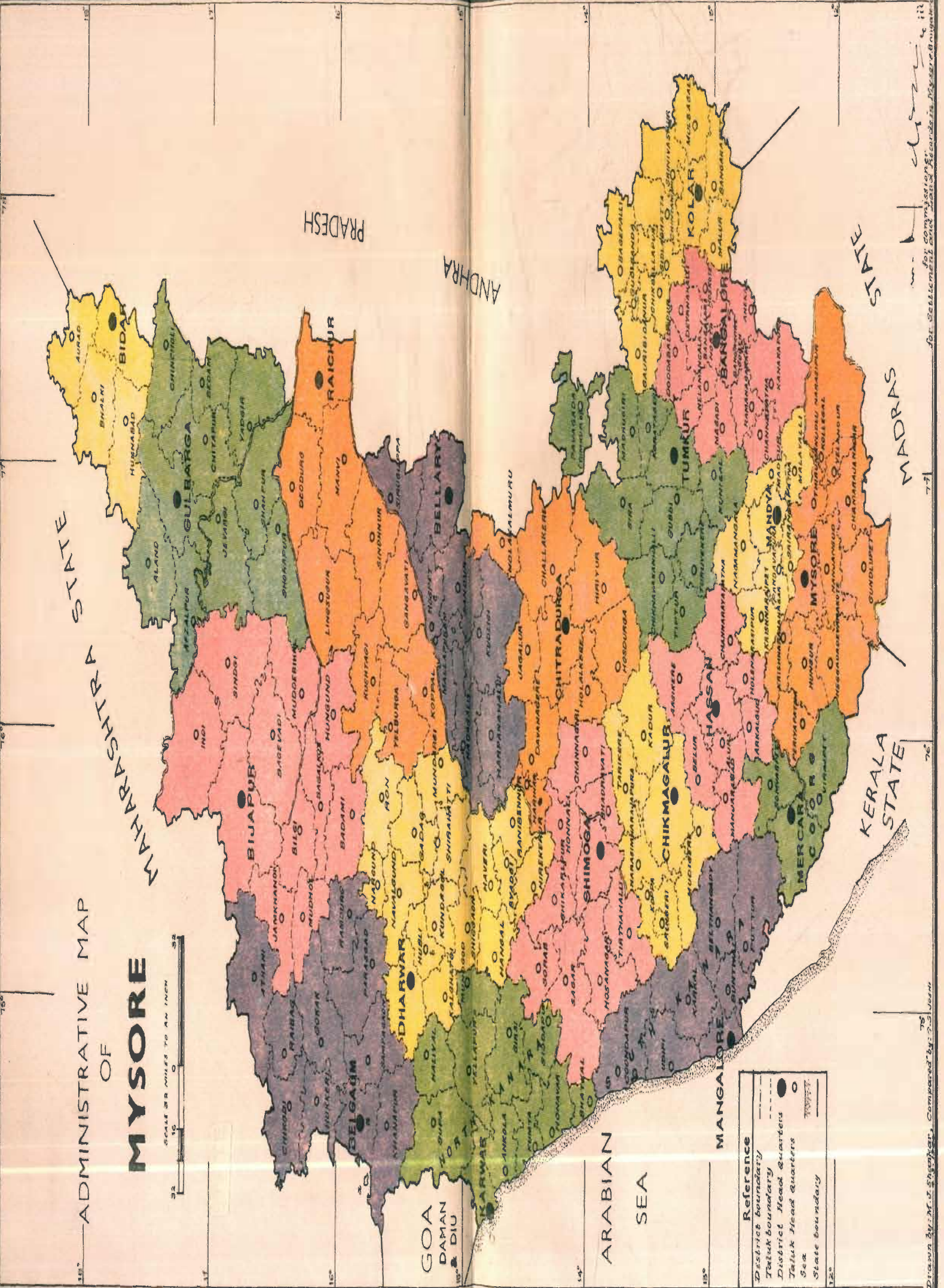
Superintendent of Census Operations, Mysore

1965

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ADMINISTRATIVE MAP OF

MYSORE



Reference	
---	District boundary
- - -	Taluk boundary
●	District Head Quarters
○	Taluk Head Quarters
	Sea
- - - - -	State boundary

Drawn by: M. V. Srinivasan, Compared by: P. J. Venk.

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CENSUS OF INDIA 1961

VOLUME XI—MYSORE

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P R E F A C E

This report deals with the administrative details connected with the Census. The Census operations comprise two distinct phases, the first dealing with all arrangements preliminary to the enumeration and the second with the processing of the data collected during enumeration and their presentation to the best possible advantage in the form of tables. The Administration Report of 1961 Census is therefore published in two Parts, *viz.*, Part I dealing with Enumeration and Part II with Tabulation.

Consequent on the re-organisation of the States and the integration of five different areas with differing patterns of administration and levels of development to form the new State of Mysore, the building up from scratch of a sound and gigantic organisation for the stupendous task of enumerating accurately the entire population was naturally beset with innumerable difficulties. An attempt has been made to describe in this report the more important of all such administrative difficulties and their possible remedies. I hope, the volume will serve as a complete record not only for guiding the steps to be taken to ensure a successful enumeration, but also for highlighting the hidden dangers and pitfalls and how best to get over them.

I express my deep sense of gratitude to the Registrar General and the State Government for their unstinted and helpful co-operation.

K. BALASUBRAMANYAM,
Superintendent of Census Operation,
Mysore.

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CHAPTER I

GENERAL

Introduction

This report is intended for my successor. I am specially aware of the need for leaving such reports. When I replaced Sri C. Narasimha Murthy in the Census Organisation in the second half of January, 1960, nearly one year after my colleagues in other States had joined, I found in the printed administration reports of the 1951 Census prepared by Sri S. Venkateswaran, I.C.S. for Madras and Coorg, by Mr. G. B. Bowman, I. C. S. for Bombay, Saurashtra and Kutch and by Sri C. K. Murthy, I.A.S. for Hyderabad and the draft report for Mysore available in my office complete guidance not only regarding the various steps to be taken to ensure successful enumeration but also about the hidden dangers and pitfalls and the best method to tackle them. It is always pleasant to profit by the experience of another person, and thus avoid the discomfort of learning by trial and error at the hard school of experience. Moreover I had no time to embark on any such experiment even if I had been inclined that way. When I joined, the 'zero hour' for Census enumeration was hardly 12 months ahead.

I am suffering from a handicap in writing the earlier portions of this report as I had no personal touch with the events dealt with therein. I thus missed the excitement and frustrations of hunting for accommodation, persuading colleagues to release competent officials and all the other details of organising a new office literally from a scratch.

Census Legislation

First communication from the Ministry of Home Affairs.

This is the first Census in which the proceedings in all the areas have been taken

under the India Census Act of 1948 right from the beginning. Though the India Census Act of 1948 was made applicable to the erstwhile Part B States by its amendment in 1950, the preliminary work connected with the 1951 Census had commenced by then the Mysore and Hyderabad States under the respective State Acts. This is also the first Census for the Reorganised State of Mysore which came into existence on 1st November 1956.

The provisions of the India Census Act of 1948 appear to be adequate so far as actual enumeration, i.e., eliciting of answers from respondents is concerned. There are, however, two matters, one relating to the preliminary arrangements prior to enumeration and the other relating to the preservation of Census records, on which the provisions of the law can be made more categorical. Under the Act any person can be appointed as a Census Officer. It is not necessary that the persons appointed as Census Officers should be employees of the Central or State Government or of a local authority. In fact, as mentioned by Mr. Bowman in his report on 1951 Census, service as a Census Officer is analogous to jury service. However, to ensure smooth conduct of training and enumeration, an attempt is generally made to weed out unwilling persons. But even a person who is willing to work as a Census Officer cannot put forth his best unless his employer co-operates. Though Census enumeration is supposed to be done in spare time without affecting the normal occupation of the Enumerators and Supervisors, it has in actual practice been found necessary to permit persons doing enumeration to attend offices one or two hours late during the enumeration period. So far as employees of Government Offices, both Central and State are concerned, there was no difficulty either in securing a fair

proportion of staff to work as Enumerators and Supervisors as the several Ministries of the Central Government and the State Government had issued clear instructions. There was, however, some difficulty with quasi Government bodies like Life Insurance Corporation which tried to wriggle out of the obligation to provide personnel for Census on the plea that the instructions relating to Central Government Departments were not made specifically applicable to them. It was only after I pointed out that in the event of the Life Insurance Corporation not making available for general Census work at least one Enumerator per 120 employees and one Supervisor for 600 employees, it may have to shoulder the complete responsibility for the Census of all its employees and their dependents under Section 7, that I was able to get some officials of the Life Insurance Corporation for census work. My successor who will organise the next census count would find his task simplified somewhat if the Central Ministries make it clear that not only the Central Government Offices but also the offices of the autonomous corporations etc., functioning under the respective Ministries should spare a reasonable proportion of their employees for census work. I would also suggest for examination from now alone the question of amending Section 7, so as to make it obligatory on the part of the person in charge of any factory, firm or establishment, which cannot itself undertake the enumeration of its employees, to place at the disposal of the authority empowered under Section 4 (4) to appoint Census Officers, such number of its employees as may be required reasonably, having regard to the work-load assigned to each census officer, to enumerate the employees of such factory, firm or establishment. The law as it stands at present imposes an obligation on all officers and members of staff of any factory, firm or establishment to give assistance towards the taking of a Census of persons who are, at the time of the taking of the Census, in the premises of factories, firms and establishments. This provision is useful in the enumeration of

industrial employees housed in compact colonies near their place of work, but it does not enable the Census authorities to require each establishment to spare some of its employees for general enumeration work where the employees of the establishment in question are mixed up with the general population as in big cities, like Bangalore.

The Bombay Government had promulgated in 1950, the Bombay Local Authorities Census Expenses Contribution Act, applicable to all District Municipalities. The Bombay Corporation Act itself contained a provision rendering the Corporation liable to contribute towards census expenses. My first impression was that no provision for making the Local Bodies liable for census expenditure existed in respect of the other integrated areas. But on a closer examination, I found that Section 16 of the Mysore Census Act and the corresponding Section of the Hyderabad Census Act did impose a similar responsibility on the Local Bodies in these areas also. Even though the State Census Acts were repealed with the passing of the Central Census Act, 1948, these particular provisions relating to subjects which are in the State list of the Seventh Schedule to the Constitution continue to be in force as they have not been specifically repealed by the State Legislature. The State Government having also been entirely in agreement with this view instructed the Local Bodies to assist in house-numbering and houselisting taken up as a preliminary to 1961 Census. Even though this seems to be the plausible legal position, it appears desirable that the State Government is moved well in advance of the next census to get through the necessary legislation making it an obligatory duty of the Local Body to meet the expenditure on Census.

Under Section 15, of the Census Act of 1948, no entry in any register, book, record or schedule made by a Census Officer in the discharge of his duty as such shall be admissible as evidence in any civil proceedings whatsoever, or in any criminal procedure other than a prosecution under the Census Act or any other law for any act of omission which

constitutes an offence under the Census Act. In a number of cases summons were, however, issued to me by Courts for appearance as well as production of census records. In every case I had not only to draw the attention of the Court concerned to Section 15 but also request the Public Prosecutor/Government Pleader to put in appearance on my behalf and explain the position to the Court so as to give no room for the charge that there had been a contempt of the Court in not producing the records. Such situations can be avoided if Section 15 is recast as follows:—

“15. Record 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 any law, no Court shall, save in a prosecution under this Act or any other law for any act or omission which constitutes an offence under this Act, be entitled to require any Census Officer to produce before it any such book, register, record or schedule.”

The pre-testing operations were taken up prior to the issue of the Notification by the Government of India declaring their intention to take the 1961 Census. The staff of the Belgaum Municipal Borough which had been drafted for this work claimed Overtime Allowance under the provisions of the Minimum Wages Act, for doing work outside office hours

and this claim could not on any legal basis be denied. Since pre-tests are an essential ingredient of the Census, it is desirable both for ensuring compliance with instructions to be issued from time to time in connection with the pre-tests and for avoiding a proliferation of claims for extra payment by employees of the State Service and Local Bodies normally drafted for this work that pre-tests are also brought within the ambit of the Census Law.

There were no instances of launching prosecutions or invoking the penal provisions of the Act. The Commissioner, Bangalore Corporation, issued notice in one case for persistent default despite warnings but the matter was dropped without being pursued further as the notice itself was sufficiently effective to yield the desired result of reforming the delinquent. The threat of incurring legal liability for non-feasance or mis-feasance of the obligation imposed by the Census Act has been found to be a strong deterrent to any misdemeanour and has helped to ensure the maximum co-operation at all levels.

The present Registrar General, Sri A. Mitra as Superintendent of Census Operations, West Bengal, had dwelt in detail in his 1951 Administration Report on the necessity of making it clear that Census return cannot be utilized even by another Department of Government. I hope his suggestions would be implemented when other amendments to the Act are taken up.

CHAPTER II

PRELIMINARY ARRANGEMENTS

APPOINTMENT OF THE SUPERINTENDENT OF CENSUS OPERATIONS.

The Notification No. 2/115/59-Pub I, dated 5th December 1959 of the Government of India declaring that a Census of the population of India shall be taken during the year 1961 was the first of the communications received in this office from the Ministry of Home Affairs.

The importance of Census as an agency for investigation into such vital matters as industry, occupation, sociology, economics, man-power and the like in the context of a planned development programme which the nation has embarked upon cannot be over-emphasised. In the context of a more elaborate enquiry planned to secure collection of diverse factual data considered useful for the plans, it was natural that the spade work in connection with the 1961 Census commenced a little earlier than usual. The Government of India, therefore, considered it desirable to place the State Superintendents in position early. The appointment of Sri C. Narasimha Moorthy, I.A.S., as Superintendent of Census Operations in Mysore was communicated on 2-4-1959 when he was working as Joint Secretary of the Southern Zonal Council at Madras. He joined the post on 13-4-1959. Despite this onerous assignment, he had to be in additional charge of the duties of the Joint Secretary of the Southern Zonal Council also till 29th October 1959.

Towards the end of June 1959, a letter was addressed by Sri C. Narasimha Moorthy to all the Deputy Commissioners, Commissioners and Presidents of Municipalities, Sub-Division Officers and Tahsildars who were to directly assist the census giving them broad outline of the programme of work and emphasising the need for their whole-hearted co-operation and

strict adherence to the time schedule that was to be formulated for the completion of the various stages of census work.

By the time Sri C. Narasimha Moorthy had tackled the early preliminaries for the orderly establishment of this new office, he got promotion to the super-time scale of the I.A.S. and had to revert to State Service to take up the post of Commissioner of Exercise and Commercial Taxes. I was appointed Superintendent of Census Operations in succession to Sri C. Narasimha Moorthy and I assumed charge of the post on the afternoon of 18-1-1960.

The following staff was sanctioned initially for the office with special stress on quality in the selection of men :—

1. Head Assistant	..	1
2. Accountant-cum-Cashier	..	1
3. Statistical Assistants	..	2
4. Stenographer	..	1
5. Clerks	..	4
6. Peons	..	3

It was a fortunate circumstance that the State Government had continued a small cell for handling the residuary work relating to 1951 Census Hand Books. The existence of this nucleus of the office simplified to a considerable extent the task of establishing the 1961 Census Office. One Stenographer, one Second Division Clerk and 3 Peons were drafted straight away from the State Office. At the suggestion of the Registrar General, a panel of names of Statistical Assistants was obtained from the Department of Statistics to fill the posts of Statistical Assistants in this office in preference to raw

recruits whose ability to discharge this responsibility was doubtful. Two officials of the Statistical Department were selected after an interview, and they were appointed as Statistical Assistants on 15-5-1959 and 11-6-1959 respectively. Early in August 1959, the services of a qualified official of the State Accounts Department were secured for appointment as Accountant-cum-Cashier. An official of the Chief Translator's Office was appointed against one of the Upper Division Clerk's posts so that he may also be helpful in the translation work. Efforts were next directed towards selecting a suitable hand, able and circumspect, to fill the key post of Head Assistant. An official of the Secretariat was appointed to the post on 12-10-1959.

The payment of remuneration to the enumeration staff, the advance drawal of money for the clearance of heavy consignments of forms and schedules received from Calcutta and the disbursement of the T.A. of Regular and Reserve Enumerators who attended training classes entailed heavy cash transactions. This necessitated the appointment of a separate Cashier in the scale of Rs. 130-5-160-8-200- EB -8-256- EB -8-280-10-300 which was approved by the Registrar General in his letter No. 3/15/60-RG, dated 10-12-60.

In keeping with the Census tradition, the compilation of the District Hand Books was also taken on hand. Two Investigators in the scale of Rs. 210-425 and two Compilation Clerks in grade Rs. 130-300 and a Typist Clerk in grade Rs. 110-180 were appointed for attending to this work.

Accommodation.—It is in respect of accommodation particularly that the continuance of a skeleton establishment by the State Government for completion of the residuary work of the 1951 Census proved most beneficial to the 1961 Census. This skeleton staff was occupying one room and the Record Room in the Residency Court Buildings. Sri C. Narasimha Moorthy started his office in the same rooms. As one of the two rooms was used for storage

of the 1951 Census Records, the accommodation available was grossly inadequate for the requirements of the 1961 Census Operations. Even the meagre staff appointed initially had to squeeze itself in a small portion of the Record Room while the only other available room had to be shared by the Superintendent of Census Operations with the State Officer who was to continue for some more time in his old capacity. All efforts to secure extra accommodation in the same building or of securing any private building in the vicinity of the State Secretariat proved futile. The State Public Works Department was approached to take up the erection of a temporary structure in the same premises providing about 3,000 Sq. Ft. of temporary accommodation immediately required for the office. Continuance in the same compound also ensured incidentally the easy accessibility to the 1951 records, to solve any problems relating to procedure.

A shed with A.C. Sheet roofing was constructed at a cost of Rs. 25,000 for the office. As the sole room available in the old Residency Court was too small for the Superintendent of Census Operations and three other Gazetted Officers (Special Officer, Deputy Superintendent—Headquarters and Deputy Superintendent, Bangalore Division) a small unit of 1419 Sq. Ft. with R.C.C. roofing was also got constructed at a cost of Rs. 19,000.

Possession of the buildings was taken on 1-9-1960 and rent is being paid at Rs. 420 p.m. from 1-9-1960.

Furniture.—The State Office furniture though inadequate came in handy to start the office. The availability of a few surplus articles of the State Office was by itself in no way a permanent solution. It merely served as a stop-gap arrangement and did not bid fair to assuage the need to obtain a minimum fresh supply as addition to or in replacement of the old ones, most of which had very nearly outlived their usefulness and serviceability. Sanction was, therefore, applied for early in October 1959 to purchase furniture to the tune of Rs. 2,433 and the order for

these articles was placed with a local firm on 18-11-1959. The furniture was actually received in February/March 1960. In addition, two steel almirahs were also obtained for the office through the Director General of Supplies and Disposals on indent placed by the Registrar General. Some more tables and chairs were purchased during 1960-61.

One Gestetner Electric Duplicator was acquired in August 1959 and two typewriters in October 1959. The preliminary preparations were thus completed to set the office going. These activities are essential for the organisation and establishment of a new office. Each of these items, if unsolved, would have hindered the smooth execution of the Census Programme.

For all the initial requirements we had to draw freely upon the reservoir of the State Office. The difficulties incidental to a new office were to a considerable extent mitigated because the State Government had continued the skeleton of a small Census unit as an adjunct to their administration. This ready availability of facility both for equipment and starting the work of 1961 Census very much supports the current view that there is considerable advantage in continuing a skeleton staff of the Census Department under the Central Government on a permanent basis for each State. This will go a long way in securing continuity and preserving memory between two censuses and will actually prove economical in the long run, by saving the time spent at the commencement of each Census to trace and secure records of the earlier censuses as well as in collecting information regarding changes in the administrative set up during the inter-censal period.

Stationery.—The Registrar General was kind enough to arrange for an advance supply of stationery to meet our immediate purposes until a regular indent in accordance with the prescribed procedure could be completed and the same complied with by the Controller of Stationery, Calcutta. The indent for 1959-60

was prepared and sent in November 1959. The schedule (Annexure D) gives the details of indent placed for the years 1959-60 to 1962-63.

Pre-Test.—Pre-test was a novel feature of the 1961 Census. The object of this pre-testing was firstly to ascertain whether the average enumerator could readily understand the draft questionnaire and instructions prepared by the Registrar General, India and secondly to discover whether there were any practical difficulties in carrying out the instructions in the field. In other words, this was more a full-dress rehearsal or a mock census, as a prelude to the final count. On the basis of an analysis of the results of the pre-testing conducted by the Registrar General's Office, the changes required in the forms of the questions and instructions were effected so as to make the questions and instructions more intelligible and thus facilitate correct answers being recorded.

The first draft forms of the questions and instructions were tested by the State Statistical Department selecting for the purpose 12 Urban and 12 Rural localities. Though the pre-test was conducted during January—February 1959, returns from only Mysore and Belgaum Divisions (5 Rural and 6 Urban localities) were received for further processing by June 1959. The returns from Bangalore and Gulbarga Divisions were sent by the State Statistician to the Registrar General by August 1959.

Sorting of slips and preparation of Compiler's Posting Statements of the returns of Belgaum and Mysore Divisions were done by the two Statistical Assistants of this office in the Registrar General's office. This gave them incidentally an opportunity of acquiring practical knowledge of sorting and compilation of census returns.

The second draft revised in the light of the result of the first pre-test was pre-tested by this office itself again making use as enumerators persons with the same background as the staff for actual enumeration of the 1961 Census,

would be drawn. This pre-test was done with my predecessor's association and overall guidance. Altogether over 5,000 houses were chosen for the purpose distributed over 15 City blocks, 8 non-city blocks and 39 rural blocks as detailed below :

Cities

1. Bangalore Corporation	5 Blocks
2. Kolar Gold Fields	2 Blocks
3. Mysore	2 Blocks
4. Hubli	2 Blocks
5. Mangalore	2 Blocks
6. Belgaum	2 Blocks

Towns

1. Bellary	—One each.
2. Bidar	
3. Bijapur	
4. Udipi	
5. Kollegal	
6. Bhadravati	
7. Hassan	
8. Dharwar	

Rural Areas

Taluks

Malavalli	..	Gullaghatta, Aldahalli, Kamasagara
Dharwar	..	Kemanganvi, Kogilageri, Salkinkoppa
Hubli	..	Channapura, Gabbur, Giriya
Bijapur	..	Rambapur, Madasnal, Madgunki
Belgaum	..	Bedkenahatti, Chandgad, Gajpathi
Mangalore	..	Maddya, Tekkur, Padushedde
Kollegal	..	Chickallur, Dantahalli, Chinchehalli
Bellary	..	Goturu, Kallukuttikanahalli, Bommanahalli.
Hassan	..	Doddabaganahalli, Hanumanthapura, Kokkanaghatta.
Bangalore North	..	Abbage, Bogalgunte, S. S. Halli
Bhadravati	..	Bhadravati Village, Hebbandi, Tadasa
Mercara	..	Koptati
Somvarpet	..	Medra Gopalapura
Bidar	..	Shahapur, Choli, Honnekeri

The questionnaire and instructions were translated into Kannada and these were supplied to the field staff along with the English questionnaire and instructions sent by the Registrar General. Training was imparted to the field staff intensively. The returns received as a consequence of efforts of this

office and the other local officers were fairly good in quality. The actual enumeration period was fixed between 7th and 20th August 1959.

The sorting of slips of the Second Pre-test was conducted in my office itself by employing 12 Sorters for 2 months.

Census Schedule.—The forms of houselists, household schedules and individual slips were finalised at the First Conference of Superintendents of Census Operations held during September 1959 in the light of the experience of the Second Pre-test. The Printing of the forms required for use in Mysore was arranged for at the Government of India Press, Calcutta. The Kannada translation of the forms prepared in this office and adopted finally after scrutiny and approval by the Chief Translator to the Government of Mysore were sent to the State Government Press with a request to set the matter in type and send the composed matter securely packed to the Government Press at Madras for photographic reduction and preparation of copper plates which the Press at Calcutta required for printing the matter in the regional language. Deliveries of the census forms and schedules commenced in May 1960. Due to a continuous arrival of these heavy consignments, advance drawal of money on Fully Vouched Contingent bills for the clearance of consignments became necessary. Also the sequence of the arrival of the consignment and of the relative railway receipts not always being concordant, fresh advances had to be drawn oftentimes even before the adjustment of the previous advances. In order that this difficulty may be overcome it would be desirable that the system of having a Letter of Credit with the Railways or making payment of freight by cheque is adopted.

In some of the taluks in the districts of Belgaum, North Kanara, Bidar and Gulbarga, an appreciable proportion of Marathi speakers are found. Hence some quantity of Marathi slips and schedules was also required. Supplies of Marathi forms were obtained from the

Nasik Press. The following are the quantities of forms supplied on indents prepared by this office :

Language	No. of pads containing	
	100 slips each	25 slips each
<i>Individual Slips</i>		
Kannada	.. 2,65,000	54,000
English	.. 3,500	7,000
Marathi	.. 3,500	7,000
	No. of pads containing	
	50 Schedules each	25 Schedules each
<i>Household Schedules</i>		
Kannada	.. 89,000	44,000
English	.. 1,500	1,000
Marathi	.. 1,500	1,000
<i>Houselist Forms</i>		
Kannada	.. 5,70,000	(Loose)
English	.. 5,000	"
Marathi	.. 5,000	"
Total	5,80,000	

The English slips were intended mainly for use in Bangalore, Mysore and K. G. F. Cities and a few other urban areas. The printing and distribution of Schedules and Slips in Kannada, English and Marathi was in the proportion of 54 : 1 : 1.

During the distribution, the quantity of forms supplied, particularly Marathi and English Household Schedules, was found to be short of requirements. Additional quantities were therefore secured urgently on supplemental indents. The quantities distributed to the charges were generally adequate except that in Bijapur and Raichur Districts small quantities of Kannada Household Schedules and Individual Slips had to be got printed in the local press expending thereon a tiny sum of about Rs. 150, the paper required being supplied departmentally. Except the houselists, the household schedules and the Individual Slips, all the remaining forms as well as books of instructions were got printed at the

State Government Press. Appendix 'E' gives details of forms and circulars got printed at the State Government Press up to the reference date of the Census.

A word of praise to the Railway for the help rendered in the transportation of census parcels with the utmost care and expedition would not be out of place. Except for one or two stray cases of bundles getting mixed up at transshipment points or going to wrong destinations with consequential delay, the deliveries of consignments were prompt and punctual.

The need for clearing a heavy rush of consignments from Calcutta and Nasik containing Census Schedules and Slips, and their distribution to Charges for use by the field staff necessitated the creation of the post of a Transport Supervisor in the grade pay of an Upper Division Clerk with effect from 1st April 1960 to which was appointed an Executive Subordinate of the Revenue Department considered competent to handle this work. Also a Godown in Blackpally belonging to the Food Supplies Department very near the Central Office was engaged on a monthly rent of Rs. 104 to help store these Census materials before despatch to the Charges. This Godown which commands a floor space of about 4,000 Sq. Ft. was also useful for storing the large quantities of paper consigned by the Titagur and Star Paper Mills on indents placed centrally by the Controller of Stationery for being utilized to print reports and other Census forms, sorter's tickets, table headings, etc.

The overall requirement of paper for printing locally the Census Forms, Circulars, Sorter's Tickets, Compilers' Posting Statements, Table-headings, etc., was assessed at about 1,500 reams excluding the houselists, household schedules and enumeration slips both in English and the regional languages and also English instructions which were arranged to be supplied from the Government of India Press at Calcutta. An initial consignment of 100

reams of paper was received from the Titaghur Paper Mills Co., Ltd., Calcutta during 1959 followed immediately by a further consignment of 1,632 reams from the same Mills. During the year 1961-62, 1,343 reams of paper were got delivered from the Star Paper Mills Ltd., Saharanpur, the quantity of paper supplied to the State thus totalling 3,075 reams. There was no need to seek any assistance from the State Government with regard to the supply of paper. The State Government Press co-operated in the fullest measure with this department at all stages in getting through the printing work.

Translation.—In giving Kannada versions of the forms and booklets the object of presenting the matter in the simplest language possible was kept steadily in view. Further, in issuing the booklets, the idea of keeping their size small for convenient use was found to be useful.

(i) BOOKLET CONTAINING HOUSE-NUMBERING AND HOUSELISTING INSTRUCTIONS :

In the English booklet on houselisting some passing observations had been made on house-numbering and they find a place in the booklet in connection with Col. 2 of the houselist (Building Number). In the Kannada booklet instructions were given separately in relation to house-numbering and houselisting.

(ii) ENUMERATORS' GUIDE.

The booklet issued in Kannada was of a size that could be conveniently handled by every Enumerator and carried in his pocket always so that he could refer to it whenever he got a doubt or wished to refresh his memory. Further to make the booklet more useful, the points bearing on each topic, found dispersed in several contexts in the original English version were brought together in the Kannada version. Besides, the matter in Kannada was arranged in two columns on every page—the column on the left giving the fundamental principles to be borne in mind in connection with the relevant question or topic and the column on the right

side containing the explanations and amplifications of the fundamental principles and also examples, if any. Certain additional features like an appeal to Enumerators, a list of Scheduled Castes and Scheduled Tribes in Mysore, a list of towns, a list of Location Codes of the Charges with an introductory note, the forms of individual slip, Enumerator's Abstract, Household Schedule as well as the form of Block Abstract, with instructions regarding the filling up of this abstract were also included in the Kannada version of the Enumerators' Guide to ensure that it covered all points on which the Enumerator may require guidance. In addition to the guide, a card containing all the abbreviations which could be used while recording answers of each question was also supplied to each Enumerator. This saved him the trouble of wading through the guide every time he felt a doubt regarding the proper abbreviation. The supply of this card and the printing of the questions on each slip reduced considerably mistakes in the entries made by Enumerator.

It may be of some interest to note in passing how certain words were dealt with in translation. "Visitors", "Boarders", "Apprentices", "Dairy Work", "Plantation Work" are some of these. In these cases, a literal translation was avoided for obvious reasons. For the word "Visitors", the equivalent of "Relatives and Friends" had to be given. For the word "Boarders" a paraphrase of the idea had to be preferred instead of one word and the equivalent of "Those who pay and have their food" had to be preferred instead of one word, as the system of paying guests is not much in vogue and may not be understood in the rural areas. It was not found worthwhile to attempt to translate words like "Apprentice", "Dairy work" and "Plantation Labour". Such translation might have left the reader in doubt as to their exact import. These words are commonly understood and so they have been used within inverted commas.

In some cases it was found necessary to instruct the Enumerator to use tact and circumspection in putting the questions. One

such case relates to the cancellation of the slip in case of any death or writing of an additional slip in case of birth which might have occurred during the period between his first visit and his revisional round. The Enumerator was specifically cautioned not to question abruptly if there had been any change on account of birth or death. He was instructed to read out the details in the population record on the back of the Household Schedule and to enquire if any changes had to be made in it. Further in cancelling any slip, the Enumerator was instructed not to remove the slip from the pad but to leave it there after cancelling it by drawing diagonal lines across it.

(iii) FORMS :

As regards the translation of the forms also, one or two instances may be noted to illustrate how the object of giving a simple, readable Kannada version of the original was secured. After the Second Conference of the Superintendents of Census Operations it was decided in connection with collecting details of land under household cultivation, that in the relevant column of the Household Schedule the area of the land should be noted "upto the first decimal place". Instead of giving a literal translation of this, the Enumerators were instructed to collect the figures "in acres and guntas". Another example relates to the translation of abbreviations. The abbreviations given in Kannada were not transliterations of the English abbreviations, but were based on the equivalent Kannada expressions.

The translations of both the booklets and forms have been simple expositions of the originals. There have not been any remarks that the translation has not been intelligible.

RURAL-URBAN CLASSIFICATION :

Classification of areas into rural and urban categories posed a fairly complicated problem and it became necessary to evolve a rational way of differentiating towns from rural areas. The Registrar General in his first circular letter suggested three criteria for considering any place as town.

They are :—

- (i) the place should have a population of not less than 5,000 ;
- (ii) the place should have a density of not less than 1,000 persons per sq. mile ; and
- (iii) the place should have at least 3/4th of the adult male population employed in pursuits other than agriculture.

The above criteria gave a guiding light for rural urban classification in the State. As there was a slight difficulty in applying the above-said criteria directly for want of data relating to age-wise and sex-wise classification of population in respect of all the Districts in the 1951 Census District Hand Books, the following modified criteria were laid down with the concurrence of the Registrar General and the State Government for considering any place as town :—

(a) Any area administered by a statutory local body such as Corporation, Cantonment Board, Municipality, Sanitary Board, Town Board, Town Panchayat, etc.

(b) All places having a population above 10,000.

(c) All those places having population in the range 5,000-10,000 and having 75 per cent or more of the adult male population occupied in non-agriculture pursuits.

With the application of the above criteria, out of 289 places considered as towns for 1951 Census, 89 dropped out. Twenty four places which were not considered as towns in 1951 were treated as Towns for 1961 Census on the basis of 1951 population statistics. Three towns of 1951 had merged with neighbouring towns by 1961. Thus the list of towns as finalised prior to enumeration contained 221 towns.

But this list was only provisional and subject to revision after the population figures of 1961 Census became available for every village. Fourteen more places were found qualified to be included in the Urban category on the basis

of the above criteria after 1961 population figures became available. With the inclusion of these, 231 places have been treated as towns in Mysore State for 1961 Census.

Tours of the Superintendent of Census Operations.—It is hardly necessary to dwell at any great length on the need for and importance of the Superintendent of Census Operations undertaking extensive tours to make a personal assessment of the progress in the arrangements at the District and Taluk levels and to train the local officers. If the Superintendent of Census Operations remains isolated and away from the main stream of the enumeration agency, the over-burdened offices at District/Taluk/Town and Village levels, would not evince the requisite interest. The diversity of procedures and practices with different levels of understanding in the five integrated areas of the reorganised State lent edge to this need. My efforts in this direction were also supplemented by my deputies including the Special Officer.

An abstract of my tours in Form No. 9-B appended (Appendix 'F') will give an idea of the tours undertaken by me, the mileage covered, the places visited and the time occupied and I should really be happy if this were to serve as any guide to my successor in programming and timing his itinerations in connection with the preparation for the next Census.

The New State of Mysore formed as a result of the merger of the five integrating areas has different climatic, seasonal and other geographical conditions in different parts. Unless one so times and programmes his tours in different parts as to avoid the vagaries of nature, it would not be possible for him to reach all the parts of the State and in time to suit the set programme and calendar of work. I had to take special precautions in timing my tours in the Belgaum and Gulbarga Divisions. My visits to Belgaum Division were necessarily more frequent than to others, and this was due to certain peculiar problems created in parts of Belgaum and North Kanara Districts, in consequence of the linguistic controversy in

some of the border areas taking an acute turn immediately following States Reorganisation. Special arrangements had to be devised for enumeration in these places and supervised personally by me to ensure their effective implementation.

Any amount of touring done and personal contacts established with the Field Officers is no loss. The degree of preparation made and the effectiveness of personal contacts established by a Superintendent of Census Operations would no doubt be reflected in the quality of enumeration. Touring by a Superintendent of Census Operations can be broadly divided into three parts or phases *viz.* tours in connection with (i) house-numbering and houselisting operations, (ii) training of officers and other personnel, (iii) actual enumeration. Each phase of the programme of field work concluding with the actual enumeration is important and the tours were undertaken to make sincere efforts to ensure every phase of the operations being as perfect as possible.

During the period of eleven months from 4-4-1960 to 29-2-1961, I visited every District Headquarters town 2-4 times excepting Kolar, Bellary and Bidar which I visited only once. During the same period, I visited 98 Taluk headquarter towns, 43 towns other than Taluk headquarters and 71 villages. This intensive tour would not have been possible but for the foresight shown by the Government of India in placing a jeep Station Wagon at the disposal of each Superintendent of Census Operations to enable him reach even the most secluded places in the interior of the State. A total distance of 10,490 miles by road was covered during the period between April 1960 and 28-2-1961. Of the District Headquarter towns visited by me, Belgaum tops the list as I visited the place 10 times. My deputies and the Special Officer have toured the areas which I have not visited and thus supplemented my efforts in imparting training, making proper arrangements for the taking of census, and providing constant supervision, check and guidance.

TOURS OF OTHER OFFICERS :

The tours of the Divisional Deputy Superintendents of Census Operations, Mysore, Gulbarga and Belgaum Divisions were restricted to their Divisions. The Deputy Superintendent of Census Operations, Bangalore Division (Rural), the Deputy Superintendent of Census Operations (Headquarters) and the Special Officer toured intensively in the Districts specifically allotted to them during the first two phases namely (i) house-listing and numbering and (ii) training of Enumerators and Charge Superintendents and thus supplemented my efforts in this behalf. Such of the areas or places which I could not visit more than once owing to my frequent tours in some areas requiring greater attention were visited by my Deputies. My tours and the tours of my deputies were so programmed as not to dislocate the work in the headquarters by the absence of all the Officers at the same time. The Special Officer who had been entrusted with the work of arranging for proper enumeration of Defence Services around Bangalore and in the area falling within the limits of Bangalore Municipal Corporation in addition to his duties, could not undertake much touring outside the Headquarters. As many as 75 Training Classes and several meetings with the local officers were conducted by these three officers during their tours. The journeys by these officers were mostly performed by Railway or Government or private-owned stage carriages.

Accounts-Budget.—The Budget Estimates of this Circle for the four years 1959-60, 1960-61, 1961-62 and 1962-63 are given in Appendix 'G'. The peculiar feature of the budget estimates of the Census Department has been that they have been prepared solely on the basis of anticipated expenditure without the assistance of the actuals of earlier years to guide the preparation of the estimates. The estimates for 1959-60 were actually prepared in July 1959 without any previous actual expenditure to guide the anticipations. The estimates for 1960-61 and 1961-62 had also to be prepared

mostly on anticipated expenditure as the actuals of the previous year/years could not be a guide on account of the steep growth of expenditure. The expenditure in 1959-60 was about Rs. 70,000 only while in 1960-61 it rose to Rs. 6,31,580. The estimates for 1961-62 shot up to Rs. 27,99,000. There was a steep fall in the anticipated expenditure during 1962-63 to about Rs. 6,00,000.

Accounts—Rules.—Considerable difficulty was also experienced on account of the lack of uniformity in the application of rules. While one set of persons were governed by Central Rules, the State Rules were made applicable to another set. Persons borne on the Establishment of the Central and Subordinate Census Offices were governed by Central T.A. Rules, but the Special Census Staff entertained in the District and Taluk Offices were on the State scale of pay and allowances though they were meant exclusively for Census work and their salary is ultimately charged to Central funds. They were also governed by the State T.A. Rules. Further, the T.A. admissible to supervisors and enumerators in lieu of remuneration and the T.A. granted to reserve enumeration staff was calculated according to the T.A. Rules normally applicable to them in their own offices, viz., the Central Rules if they belonged to the Central Services or the State Rules if they were drawn from the State Services.

METHOD OF KEEPING CENSUS ACCOUNTS :

For the first time in Mysore, remuneration was paid to the staff engaged on the work of enumeration. Therefore, the procedure for drawal and accounting of money for payment of remuneration to the enumeration staff has had to be devised with no precedent to fall back upon.

The Supervisors and Enumerators were drawn mostly from among the Central and State Government personnel though a small proportion of them might have been drafted from the staff of the Life Insurance Corporation and such other Quasi Government institutions. The

staff belonging to the Education Department, however, constituted a sizeable proportion of the enumeration staff. Payment of remuneration to Supervisors and Enumerators coming from such diversified sources could only be arranged for through the Charge Superintendents under whom they functioned directly and who possessed first hand knowledge of them and their work. Early in August 1961, a mode of payment of remuneration to Census staff (for houselisting and housenumbering as well as remuneration to Supervisors and Enumerators) was devised in consultation with the Accountant General.

According to the procedure agreed to by the Accountant General, a bill (in duplicate) should be prepared for the entire "Charge" by the Charge Superintendent. The bill should be supported by a statement in triplicate showing the number of entries made/number of persons enumerated, the rate of remuneration and the amount of remuneration due to each claimant. The Charge Superintendent was required to send the bill and the statements to the Superintendent of Census Operations for countersignature. After countersignature, the bill in duplicate and two copies of the statement (original and triplicate) was to be returned to the Charge Superintendents to obtain payment on presentation of one copy of the bill (original) and one copy of the statement (original). The duplicate copy of the bills was required to be filed in the Charge Office, the triplicate copy of the statement after obtaining the acquittances being returned to the Superintendent of Census Operations for scrutiny and onward transmission to the Accountant General.

A register was maintained by the Superintendent of Census Operations for countersigning these bills and watching the receipts of acquittance.

The procedure cited above had to be abandoned when some treasuries raised objection that the Drawing Officers of the bills were not in account with them. On a reference being made to the Accountant General an

alternate procedure was suggested. This alternate procedure provided for remuneration to Supervisors and Enumerators being drawn by the Superintendent of Census Operations on To-Pay F.V.C. Bills from the State Huzur Treasury on the basis of provisional population figures, and remitted to the Deputy Commissioners by means of Bank Draft for disbursement to the Supervisors and Enumerators through the Charge Superintendents. The Charge Superintendents were in turn required to prepare the bills accompanied by statements showing full particulars of claims of the "Charge" and send them on to the Superintendent of Census Operations after disbursement, the acquittances so received from the "Charges" being sent finally to the Accountant General by the Superintendent of Census Operations for Audit.

As large amounts were accordingly drawn on "To-Pay" F.V.C. Bills, the rendering of detailed bills accompanied by acquittances for payments made through Charge Superintendents to about 50,000 persons spread over the entire State inevitably involved a long period of time and labour. But the Accountant General objected to drawing further "To-Pay" F.V.C. bills without furnishing final receipts and detailed bills for amounts drawn earlier. According to him a second To-Pay F.V.C. should be drawn only on production of a detailed bill in respect of the To-Pay F.V.C. bill previously drawn. Acceptance of this interpretation of the Rules regarding the drawal of To-Pay F.V.C. Bills became well-nigh impossible as moneys had to be drawn for various purposes on To-Pay F.V.C. bills simultaneously, such as, for payment of remuneration to Supervisors and Enumerators, honorarium to houselisting staff and towards other heavy contingent charges which could not be met out of the office imprest. Amounts of the present magnitude were not drawn on "To-Pay" contingent bills and payment made to parties drawn from various Departments of State and Central Governments, and local bodies at any time previously. The implications of the rules regarding the

drawal of "To-Pay" F.V.C. bills and also the magnitude of the work involved in having to account these heavy drawals of money do not seem to have been considered in full while deciding on paying this remuneration which has created a host of difficulties. If such payments to the Enumeration Staff becomes necessary in future, it would be a better plan to arrange for the State Government making available the appropriate funds to the Charge Superintendents for disbursement to the field staff under proper acquittances at the time the filled-in census slips and schedules are delivered. This amount would then be reimbursed to the State Government from Central Government funds as has been done in respect of the expenditure on census staff employed in District and Taluk Offices.

Financial Powers.—Though no inconvenience was actually experienced, the incurring of unsanctioned expenditure pending sanction from the competent authority could have been avoided if larger powers especially on the following items had been delegated to the Superintendent of Census Operations:

- (1) Purchase of furniture for office use.
- (2) Hiring of furniture for office use.
- (3) Purchase of rubber stamps.
- (4) Purchase of locks in the local market.
- (5) Local purchase of stationery articles such as pencils, rubber bands, card-boards, etc.

Permanent Advance.—The Permanent Advance of the Central Office which is Rs. 500 only was found to be totally inadequate for meeting the demands especially during the peak period. By sheer force of circumstances funds drawn to meet certain demands were diverted for meeting certain other demands which were considered more urgent. This was the case particularly with railway freight charges as non-clearance of parcels would result in payment of demurrage charges. There may, however, be no need for a Permanent Advance exceeding Rs. 500 if arrangement can be made to pay freight either by raising debits against a letter of credit opened with the Railways or by cheques.

Miscellaneous.—The Census Department in Mysore had to start working without a single financial form being supplied. The supply position for the first 2½ years of its existence was very bad. Practically no forms were supplied till September 1961. The office had to be run by borrowing forms from other Central Offices. The response from those offices also was not very encouraging.

Census Publicity.—(1) *Posters*: Under instructions from the Directorate of Advertising and Visual Publicity, New Delhi, posters numbering 1,69,950 in all, were supplied to this office from Delhi and Bombay firms for wide distribution throughout the State. These posters were in five different languages namely, English, Marathi, Kannada, Urdu and Tamil and were in different quantities as shown below.* They bore pictorial representations of different matters like "Census is essential", "Census helps planned consumption" "Census, February 10 to March 5, 1961" and "Census helps them all". Distribution of these posters was undertaken directly by this office and was made both on the basis of the languages widely spoken in the different districts and on the population of these districts. The Kannada and English posters were distributed to all districts on the lines laid down in letter No. 2/4/60—P. I. dated 24th August 1960 of the Assistant Production Manager, Directorate of Advertising and Visual Publicity. Marathi posters were distributed in the ratio of 1:7 between Bidar and Belgaum Districts, which have a considerable population speaking that language. Urdu posters were sent to the Districts of Bidar, Gulbarga and Raichur which were formerly part of Hyderabad State. Tamil posters were sent to Kolar Gold Fields area to educate the labouring classes of the Mines.

* English	..	37,400
Kannada	..	130,000
Urdu	..	750
Marathi	..	1,500
Tamil	..	300
		<hr/>
Total	..	169,950
		<hr/>

In addition to distributing the posters received from Bombay and Delhi under the directions of the Directorate of Advertising and Visual Publicity, I had proposed to get two posters printed locally in Kannada for distribution in this State by way of giving wide publicity in the interior parts of the State. The idea was to have these posters in size 20"×30" in five different colours. A local artist of good repute—Shri V. D. Govindaraj was entrusted with suggesting the themes and colours on the basis of the publicity material furnished to him by my office. He sent in his designs, but the time left at my disposal before enumeration made possible the printing of only one poster at the Government Press, Bangalore and 30,000 copies of this poster were widely distributed all over the State. The picturesque design of the poster could not but have had the desired effect of popularising the census enumeration work in the interior parts of the State where only Kannada is understood by most of the people.

2. *Booklets.*—A total quantity of 3,24,790 booklets in five different languages, namely English, Kannada, Marathi, Urdu and Tamil were also received and they dealt with the three Census subjects: (1) What is a Census and why we should have one; (2) How a Census is taken and (3) Growing importance of population Census. Their language-wise distribution was as shown below.* The pattern of distribution was mainly the same as was followed in the case of posters. However, in the case of these booklets, the distribution was made not only directly by this office but also through the Principal Information Officer, Government of Mysore and the Regional Officer, Five Year Plan Publicity, Bangalore.

* Marathi	..	4,500
Urdu	..	2,250
English	..	1,400
Tamil	..	900
Kannada	..	3,15,740
		<hr/>
Total	..	3,24,790
		<hr/>

3. *Cinema Slides.*—Two sets of Cinema slides, one bearing the text 'Census, February

10 to March 5, 1961, and the other bearing the text 'Get yourself and family counted' (each set having 101 slides in all in four languages as per details given below)* were received from the Directorate of Advertising and Visual Publicity, New Delhi.

<i>Language</i>		<i>Quantity</i>
* English	..	21
Tamil	..	2
Telugu	..	2
Kannada	..	76
		<hr/>
Total	..	101
		<hr/>

The Kannada slides were distributed at four of each kind to every District. Six English slides of each kind were supplied to Bangalore Corporation. Three English slides were supplied to each of the Cities of Belgaum, Bellary, Gulbarga, Kolar Gold Fields and Mysore. The Telugu and Tamil slides were distributed to K. G. F. City and Kolar District and the Bangalore Corporation area. They were all widely exhibited in the local theatres and aroused keen interest among the people.

4. *Press Note.*—Just prior to enumeration period, there were indications that in several parts of the State the Veerasaivas wanted to be enumerated as "Veerasaivas" or "Lingayets" in recording answers to question 5 (b) of the Individual Slip and did not want to be included among the other Hindus. In view of the very strong agitation caused by them in this regard, a press note was issued holding out the assurance that their answers to this question would be faithfully entered by the Enumerators and 60,000 copies of the Press Note were distributed all over the State.

5. *Census Film.*—The Census documentary, on the "National Roll Call" was exhibited at the Opera Talkies in the Bangalore Civil Area on the 10th January 1961 and at the Alankar Talkies in the City Area on the 12th January 1961. The shows were largely attended by the elite of the Bangalore Corporation area and helped to mobilise popular support and

enthusiasm to the Census on the eve of the enumeration.

BROADCASTS FROM THE ALL INDIA RADIO,
BANGALORE :

Even as early as the 30th October, 1960, the then Revenue Minister of the State, Shri Kadidal Manjappa, broadcast a talk on "Janaganatiya Guri Mattu Dhyeya" (Aim and object of the Census). A talk on "Janaganatiya Mahatwa" (the significance of the Census) by Dr. Masti Venkatesh Iyengar, the well-known Kannada Scholar was broadcast on the 29th November, 1960. Shri P. H. Krishna Rao, who was the Census Superintendent in Mysore in 1941 spoke from the All India Radio, Bangalore, on the 17th December, 1960 on "Janaganati Mattu Namma Yojanegalu" (The Census and Planning). All these talks were in Kannada and were aimed at educating the public on the importance of the Census count.

SCHEDULED CASTES AND SCHEDULED TRIBES—
SYNONYMS AND GENERIC NAMES :

The Deputy Commissioners were addressed early in May, 1959 forwarding to them extracts from "Scheduled Castes and Scheduled Tribes lists Modification Order, 1956" issued by the President of India and they were requested to prepare a consolidated list of synonyms and sub-castes under each of the Scheduled Castes and Scheduled Tribes in their District in consultation with the leading representative of each Caste and Tribe and send it to this office. On the basis of the information furnished by the Deputy Commissioners, the lists of Scheduled Castes and Scheduled Tribes for different Districts in this State were finalised and circulated to the District Census Officers and Charge Superintendents. The list was also got printed as Annexure to the Enumerators' Guide for the easy reference of enumerators. Subsequently, a further clarification was issued that persons declaring themselves to belong to the Castes "Yedagai", Holeya, Madiga, Balagai, etc., who all come under the broad category "Adikarnataka" in the State should be classified under Scheduled Castes.

CIRCULARS ABOUT MOTHER TONGUE.

There was no problem so far as mother-tongue was considered in this State for the issue of special instructions. However, the doubts regarding the recording of replies to questions on language and mother tongue were clarified by me and my deputies at the meetings and the training classes during our tours.

DISTRIBUTION CHART OF FORMS :

As soon as Charge-lists were approved and definite information about the number of charges and circles became available the Charge Superintendents were instructed to send in their indents for pads and schedules. The following basis for estimating the requirements was indicated with necessary marginal adjustments :

Indent for schedules.—One book of 25 schedules if the number of households in a Block is less than 25. One Book of 50 Schedules if the number of households in a Block is between 25 and 50. If the number of households in a Block is more than 50, one Book of 50 Schedules for every additional 50 households or fractions of 25 and over, and one book of 25 schedules being supplied for fractions less than 25.

Indent for pads of individual slips :

No. of households of Block $\times 5.5/100 =$
pads of 100.

For fractions of 25 or less over the above, one pad of 25 slips.

For fractions above 25, one additional pad of 100 slips.

A distribution chart of forms prepared on the basis of indents received following the above instructions is appended (Appendix 'M').

Though this system of distribution was generally found to have worked satisfactorily, during the period of enumeration some Charge Superintendents obtained additional supplies

even in excess of their actual requirements, possibly by way of abundant caution which at that stage had perforce to be complied with from out of the Central reserve. In view of this heavy and continuous dig the Central reserve was also completely run out in the later stages. In consequence, the Deputy Commissioners of Bijapur and Raichur had to be permitted to get a small quantity of schedules and slips printed locally.

The procedure followed in this State for distribution of Schedules and Forms is found to have been effective though it imposed a heavy strain on my office.

It may not be out of place to mention in this connection that the shortage of household schedule forms in some Districts felt at the closing stages of enumeration was due to the fact that 25 was the smallest unit for issue of these forms. Some economy could have been effected if Household Schedule forms were also supplied in pads of 10 along with pads of 25 and 50.

The despatch of forms commenced on 3-4-60 and ended on 4-3-61.

Special arrangements were made with the State Road Transport Department for the despatch of forms and schedules to the respective charges connected by the Departmental Services. This mode of despatch was mostly used by this Department. In respect of consignments sent directly by this Department and not handed over to the representatives of the charges, payments were made on consolidated bills presented by the Department on completion of the despatches. With a view to providing the necessary checks and balances a form was devised which was prepared in triplicate and sent along with the consignment to the Depot Manager, Kalasipalyam Bus Stand, Bangalore. One copy with the acknowledgment of the receiving official at the Bus Stand would be returned immediately on receiving the consignment and of the remaining two copies, one would be sent with the running

staff of the Bus for obtaining the acknowledgment of the person taking delivery of the consignment at the receiving end and the other form would be retained in the Department for preferring the claims. This system, with the co-operation of the officials of the Transport Department, worked most efficiently with no kind of troubles so far as transportation of Census material in this State was concerned and ensured speedier delivery direct to the consignee without room for confusion and correspondance. The Jeep Station Wagon made available to this Department was fully utilised for transporting the bundles from this office and Godown to the Bus Stand thus saving considerably on hired conveyance. Considering the huge quantities of Census materials to be transported and the large number of places to be reached, it would be really very advantageous from the point of view of efficiency, economy and speed, if in the future censuses a covered lorry is supplied to each of the State Census Superintendents for the transport of Census materials without depending on railway or other modes of public conveyances. This vehicle will be in addition to a jeep which would also be required for the intensive touring of Officers in interior places.

HOUSE-NUMBERING OPERATION—DIFFICULTIES AND DEFICIENCIES

The house-numbering operations in the State covered the period from 1st April, 1960 to 31st October, 1960. In rural areas, the Village Officers were in charge of house-numbering and in the Urban areas the Municipal staff attended to this work. The remuneration of Rs. 5 per block was found in several cases to be inadequate to get through the work of house-numbering. At my request the State Government directed that the local bodies should meet the cost of house-numbering and the remuneration was therefore distributed to the persons preparing houselist and notional maps.

The house-numbering system obtaining in most places was irrational and confusing and there were very few places where it was possible for a stranger to locate an address with

reference to the house-number. Strenuous efforts made to persuade the local bodies to adopt the system of numbering houses by streets proved futile in most cases as there is considerable inertia in regard to any innovation.

Several of the local bodies carried on protracted correspondence with this office and the State Government regarding the system to be adopted for house-numbering until almost the close of the period allowed for house-numbering. In sheer exasperation I had to tell the non-conforming local bodies to get houselists prepared on the basis of existing house-numbers after allotting numbers with suffixes to new constructions, however unsatisfactory such a system may be. There was no other way to get ready for the further stages of census enumeration.

In order to provide against the possibility of Institutions, Mills and other buildings on the peripheries of big Cities and Towns being omitted to be brought on the houselists, instructions were issued to all the District Census officers/City Census Officers/Charge Superintendents for obtaining from the rural and urban charge Superintendents concerned a joint certificate to the effect that all houses and buildings in and around the urban charge have been numbered and accounted for in the house-lists of the charges concerned without any omission.

As it was apprehended that any territorial changes in the jurisdiction of Local Bodies immediately preceding the Census would dislocate the Census arrangements, the State Government was requested to postpone till after the census enumeration, all proposals involving changes in the status or jurisdiction of taluks, municipalities and villages. The State Government readily conceded to this request.

TRAINING IN HOUSE-NUMBERING AND LISTING :

The house-listing operations in this State had to commence early as the intention was to complete house-numbering and house-listing

before the monsoon set in. A Conference of District Census Officers was convened at Bangalore in April, 1960, and detailed discussions took place regarding house-numbering and house-listing. Special attention to this matter was also required to be given in view of the fact that the Government of India had proposed developing an all purpose number. Opportunity was also taken of the presence of the District Census Officers at the meeting to acquaint them with the nature of work devolving on them in the fulfilment of the Census work upto the stage of delimitation of Census divisions. At the end of the meeting, all the District Census Officers were taken to the nearby town of Yelhanka where they were given practical demonstration in both the systems of numbering, viz. block system and street system, and they were also intructed about the criteria to be adopted for the formation of Blocks and Circles. The District Census Officers in their turn trained the house-numbering staff at the taluk and village levels. In my tours also, meeting of the Charge Superintendents were convened at all District Headquarters for giving them instructions.

Detailed instructions were also issued in our Circulars 2, 2A and 3 (Annexed) for the guidance of all the local revenue officers and the authorities of local bodies, who were directly responsible for this work. The Special Officer and the Deputy Superintendent Headquarters also toured some of the Districts giving practical demonstrations in correct house-numbering and listing. The instructions on house numbering received from the Registrar General were distributed to the District Census Officers and the Tahsildars and Kannada translation of these instructions prepared in this office was got printed in the Government Press and distributed for the use of the house-numbering staff. During the tours of the Special Officer and Deputy Superintendent of Census Operations (Headquarters) and also my own inspection tours, the defects noticed in house-numbering were got corrected on the spot and also all such defects were listed and supplemental instructions issued in the form of

questionnaire and answer to facilitate easy understanding by the person actually on this work.

APPOINTMENT OF CENSUS ENUMERATION
AGENCY :

Since the State was constituted into roughly 50,000 blocks for Census purposes, 20,000 forms of Appointment of Supervisors in Books of 25 and 10 and 75,000 forms of Appointments of Enumerators in Books of 100 and 25 each were got printed in the State Government Press. In accordance with the Notification issued by the State Government, the power of making appointments of Census Officers vested with Deputy Commissioners. As the signing of these Appointment Orders by the Deputy Commissioner in each case would have entailed considerable delay in view of the large number of appointments made, the Charge Superintendents were authorised to sign the Appointment Orders issued to Supervisors and Enumerators after approval of the appointments by the Deputy Commissioners concerned. The form of Appointment Orders were also so devised as to facilitate this arrangement. A statement showing the distribution of appointment orders relating to Supervisors and Enumerators is given in Appendix 'J'.

Orders of appointment were issued to 5,987 regular and 969 reserve Supervisors and 36,825 regular and 3,566 reserve Enumerators. The ratio of Charge Officers, Supervisors and Enumerators is 1 : 16 : 98. The Supervisors were paid remuneration at one rupee for every 150 persons enumerated or $\frac{2}{3}$ nP. per head in Urban Circles or one rupee per 188 persons enumerated or 0.533 nP. per head in Rural Circles subject to a minimum of Re. 1 per inhabited Block in the Circle, fractions being rounded off to the nearest nP. In the case of Enumerators, the regulars who did the actual enumeration were remunerated at Re. 1 for every 40 persons enumerated or $2\frac{1}{2}$ nP. per head in urban areas and Re. 1 for every 50 enumerated or 2 nP. per head in Rural areas, subject to a minimum

of Rs. 2 for each populated block, the amount being rounded off to the nearest nP. A few Enumerators and quite a number of Supervisors residing outside their blocks had also to be appointed in rural areas. In such cases, Enumerators and Supervisors residing outside their Blocks were allowed the option either to draw remuneration at the above rates or to draw Travelling Allowance admissible to them in their own offices for journeys performed for enumeration, as it was considered that it would not be fair to allow only the ordinary remuneration even to Enumerators who had to cover long distances to reach the blocks allotted to them. The State Government employees, mostly village officers and teachers, were appointed as Enumerators. As they had the necessary background, the work done by them was generally of a fair standard. But for the wholehearted co-operation of the State Government, it would hardly have been possible to mobilise an army of nearly 46,000 persons required for enumeration. The State Government were also good enough to issue instructions to the Heads of Departments not to effect transfers even at lower levels on the eve of the enumeration period.

The recruitment of Enumerators did not present any insuperable difficulties as the number of teachers employed in rural areas has increased with the improvement in educational facilities under the Two Five-Year Plans. However, the Railway local authorities at Hubli did not provide the required staff for enumerating the railway employees and their families residing in the Railway Colony and in consequence, the Charge Superintendents, Hubli City had to be instructed to employ his own Enumerators and get through the work. It was also my experience that despite the instructions issued by the Railway Board, the response from the local officers in all the Divisions of the Southern Railway for sparing men for enumeration work was very halting, and it required much persuasion and correspondence to secure even the minimum co-operation. In view of this experience with the Southern Railway, it was a pleasant surprise

to me to find that the Central Railway authorities had not only co-operated in full so far as enumeration of families in Railway Colonies was concerned but had, in places like Gulbarga, spared railway employees for general enumeration.

Immediately preceding the period of enumeration, elections to Panchayat and Taluk Boards were held under the Local Boards and Town Panchayat Act in some Districts of the State. Since the Tahsildars who happened to be Charge Officers were appointed Returning Officers in connection with these elections, there was slight dislocation in the programme of training at all such places.

The training to the enumeration staff (both reserve and regular) was imparted according to a set programme. All the five Deputy Superintendents of Census Operations and the Special Officer handled training classes. Practice slips printed in red ink were also supplied to Charges. Each Deputy Superintendent was allotted a specified number of districts in which he was made responsible for the intensive training of the field staff. As far as possible, the Deputy Superintendents were allotted Districts in the Divisions to which they were to be posted for tabulation. Since there was some delay in Sri Narasinga Rao Madarkal taking over as Deputy Superintendent, the Districts in the Gulbarga Division had to be entrusted to my Headquarters Deputy Superintendent Shri V. Shankarappa until the former took over. The Special Officer was entrusted with the training of the enumeration staff of the Defence Department and also the staff in Bangalore Corporation area. Being in over-all charges of the Training Programme, I toured intensively in most of the Districts of the State convening meetings and instructing Charge Superintendents suitably so that they in turn could train their own field staff thoroughly for the responsibility.

The idea of using roll-up black boards for training the enumeration personnel was mooted at the Second Conference of Superintendents

of Census Operations late in August 1960. In view of the non-availability of these boards in Bangalore, I secured a sample at Belgaum during one of my tours. This firm at Belgaum was also not in a position to meet our full requirements at short notice and the price quoted by the firm was also rather on the high side. As the time on hand before the Census was fast running out, I was compelled to accept straightway without inviting tenders the offer of Messrs. The Megh Slate Mfg. Co., Poona, to supply Roll Up Boards with the form of slip and schedule painted on them. Though received somewhat late, these boards proved very useful in the later stages of the training programme. For the next Census, the Registrar General's Office may consider the idea of centralised procurement of the roll up boards with the slip painted on them and their distribution to the States simultaneously with the enumeration pads and household schedules.

Though the accepted target for training was 10 households, due to a shortage of practice slips in this State, the number of households to be covered by each Enumerator for practice purposes had to be cut down to five. Even after resorting to this expedient, the supplies to the Bangalore Corporation area and the Defence Establishments in and around Bangalore could not be met. In consequence, regular slip and schedule pads (Black) had to be issued for the training purposes after impressing the word "sample" with a rubber stamp on each slip and schedule in order to facilitate easy detection if practice slips got mixed up with slips relating to regular enumeration.

According to the decisions of the 1st Conference of Superintendents of Census Operations held in the last week of September 1959, Circle Supervisors were also to be entrusted with the training of their Enumerators, each Supervisor being expected to take at least three sessions of the training classes in his jurisdiction. Experience, however, revealed that many of the Supervisors in rural charges were incapable of imparting training satisfactorily. The Charge

Superintendents were therefore permitted to combine the training classes of several circles, the number in each class not exceeding 25 and to nominate a smart Supervisor to handle the combined class. The Charge Superintendent and his assistants were also required to address each class at least once. I found that this system of selected Supervisors handling combined training classes of several circles worked better than the system of each Supervisor training his own Enumerators.

It is common experience that the attendance at the training classes conducted for Supervisors and Enumerators was thin both in Urban and Rural areas including cities. In bigger towns and cities, where the educational standards of the personnel selected for enumeration duties were comparatively high, most of them felt that they could take up enumeration on the basis of printed instructions without any training or after attending one training class at the most. This explains the poor attendance in the urban areas and even such of them as did attend the classes were far from attentive to the instructions given from the Officers holding the classes. The quality of enumeration, however, did not fully justify this confidence. In rural areas, distance to be covered by enumerators for

reaching the places of training was largely responsible for the poor attendance. Thoroughness of training ensures the accuracy of the Census. Such lukewarm attitude to Census work is perhaps inevitable when the training and enumeration have to be got through along with the regular work of the Enumerators. The quality of enumeration will improve if the enumerators and supervisors can be relieved of their normal work during the period of training and enumeration. If this can be done, it may be possible to manage with about half the number now employed as the staff can work longer.

Probationary Sorters were appointed a little ahead of the starting of the Belgaum Divisional Tabulation Office and they were entrusted with census enumeration work in Belgaum and Nipani cities. The quality of enumeration in these cities is found to be superior as compared with other places where enumeration work was done in addition to the regular work of enumerators. Also the full-time staff were able to manage two to three blocks and the number required on full-time basis was only about a third of that required if enumeration had to be done in addition to the regular work by the Census staff.

CHAPTER III

ENUMERATION

APPOINTMENT OF DISTRICT CENSUS OFFICERS AND TAHSIL CHARGE OFFICERS.

1. *Introduction.*—The State Government in their Notification dated 2nd October 1960 issued under Section 4 (a) of the Census Act delegated to the Deputy Commissioners of Districts the power of appointing the District Census Officers. Following the issue of this Notification, I addressed a letter to the Deputy Commissioners stressing the desirability of making appointments of District Census Officers immediately and also setting out the qualifications desirable in a District Census Officer. The appointments of District Census Officers were notified by the respective Deputy Commissioners with my previous concurrence in each case. The senior among the Assistant Commissioners at the District Headquarters and having jurisdiction over the entire District was generally selected. The Tahsildars in charge of Taluks were appointed Charge Superintendents of the Tahsils excluding the Municipal areas. As regards towns constituted as Municipalities, separate Charge Superintendents were appointed in order to ensure that there was no mixing up of rural and urban figures. Chief Officers/Executive Officers/Municipal Commissioners were appointed as Charge Superintendents of Urban Charges wherever officers of one of these categories was available. In other Urban Charges, which were mostly Town Panchayats, the Tahsildar or the Deputy Tahsildar of the Taluk was appointed Charge Superintendents separately for each urban charge in the Taluk.

The State Government was most spontaneous in extending co-operation and making available the services of the Officers and employees for Census work at all levels. A Notification issued by the Government stressed that all officers should regard Census work as

of paramount importance as long as it lasted, and directed the Officers to study carefully and carry out faithfully, promptly and efficiently the instructions issued from time to time by this office. Also, at my request, transfers of Officers were deferred by the State Government except in unavoidable circumstances. Serious upsets in the census work were thus avoided.

2. (a) *Census Programme.*—The Census Calendar reproduced as Annexure 'K' gives a general idea of the deadline prescribed for each phase of the programme. The calendar provided for the completion of houselisting by 31st August 1959 but this item of work actually dragged on till almost the end of September. This delay in earlier stages was unavoidable as the machinery had not yet reached its full pitch of efficiency and also on account of the fact that some Municipalities postponed house-numbering and house-listing until the State Government to whom the default was reported by me pointed out to the defaulters the consequence of their lethargy. This loss of time was, however, made up in the subsequent stages by having training classes more frequently so as to complete training within a shorter period.

(b) *The First Circulars and Tours.*—The period of house-numbering in this State commenced earlier than in many other States as census blocks were to be formed on the basis of the houselists and not houselists prepared for census blocks. The first stage of instructions therefore consisted of instructions on house-numbering and filling up of the houselists. Particular care was taken in the preparation of the houselists as they formed

the sole basis for the constitution of the census blocks. Postponement of formation of blocks till after houselisting enabled all the blocks in each administrative unit such as village or municipal ward having more or less equal number of households.

The next stage consisted of instructions issued for the constitution of Enumeration Blocks and Circles based on the decisions reached in the First Conference of Superintendents of Census Operations held during September 1959. This was followed up by instructions for the appointment of enumeration staff with forms for issuing the appointment orders.

Instructions regarding special arrangements for the enumeration of Institutional and houseless population, the residents in Railway Colonies, Project Areas, persons in pilgrim specials on the move during the period of enumeration, and of people in coastal areas and house boats, etc., were circularised. For the enumeration of the Defence Personnel whose identity cannot for security reasons, be disclosed, special arrangements were devised in consultation with the local authorities of the Defence Services. The instructions issued from time to time dealt with all the items of work devolving on the Charge Superintendents until the delivery of census slips and Household Schedules to the Tabulation Offices. The following three subjects were covered by the Circulars issued up to the close of enumeration. The several circulars are reproduced in full in Appendix 'W'.

PREPARATION OF REGISTERS

3. (a) *Preparation of Census Village Register.*—Approved lists of villages for each Taluk were got prepared in duplicate. After verifying the list of villages with the list of villages in the Taluk concerned in 1951 and the territorial changes since 1951, one copy was retained in my office and the other copy was returned to the Charge Superintendent. No separate village register as such was prepared.

(b) The Charge Registers were devised separately for rural and urban charges. The Registers were got written up in duplicate by the Charge Superintendents and each Charge Register had a map showing clearly the Census divisions of the charge.

4. *Formation of Census Divisions.*—For Census purposes, the district, the tahsil, the block and the census household constituted the four elements on the basis of which the location code also was developed. The village was identified by its serial in the approved list of villages for each Tahsil. As the blocks in a taluk were written up in the same order in which the villages appeared in the approved list of villages, and all blocks in a Taluk were given a running serial number, it was considered superfluous to include the Sl. No. of the village as one of the elements of the Location Code.

If the village had been made as the 3rd element of the location code with a sub-number for the Blocks, the location code would have become larger. Also while receiving records, only one serial had to be checked in each Charge and not two as would have been the case if both village and block had figured in the location code. This modification in the development of the Location Code had also the approval of the Registrar General before adoption.

The District Census Officer was in immediate charge of the census operations in the District functioning under the directions of the Deputy Commissioner, who was the officer notified by Government under Section 4(4). The Tahsildars functioned as Charge Superintendents within their respective jurisdiction. Next came the Supervisor in charge of a Circle made up of a group of 5-8 enumeration blocks with geographical contiguity. Last came the Enumerator in charge of one or more blocks depending on the number of households in the block and the area to be covered. The entrustment of more than one block to an enumerator when the blocks were small ensured as far as possible that all enumerators had the same work-load.

The Assistant Commissioners of the several sub-divisions were appointed Supervisory Officers in order that this link also in the Revenue Administration may not be lost for Census purposes.

The Urban charges in each district consisted of towns, blocks and census households. The location code of a non-city urban unit also contained four elements, the District being the first element, the town the second element, the block the third element and the Census Household the fourth element. To distinguish between Rural and Urban Charges the second elements (Sl. No. of Charge in the District) was written in Arabic numerals for rural charges and in Roman numerals for Urban charges.

Bangalore City Corporation enjoyed the privilege of being treated as a separate City District in view of its population being almost equal to that of a revenue district and the special importance enjoyed by it as the premier city of the State. This city was divided into 21 Charges, each Charge being divided into a number of blocks. The City District denoted the first element of the code, the charge the second element, the Block the third element, the Census Household the fourth element. The Deputy Revenue Officer of the Corporation was notified as the City Census Officer to work under the guidance and supervision of the Commissioner, a separate Charge Superintendent being appointed for each charge from among the Corporation staff.

Mysore City and K.G.F. Sanitary Board area were treated as separate units equal in status to Districts and each of these units had a number of Charges. Separate Census Officers were also appointed to be directly in charge of Census work having regard to their size and importance. However, in respect of urban areas with population exceeding 50,000, *viz.*, Davangere, Gulbarga, Dharwar, Hubli, Gadag-Betgeri, Belgaum, Nippani, Raichur, Bijapur, Mangalore and Bellary also senior officers designated by the respective Deputy Commissioners functioned as City Census Officers

though not actually notified as such in all cases.

PREPARATION OF MORE CHECK REGISTERS BOTH AT STATE HEADQUARTERS, DISTRICT AND TALUK LEVEL :

Enumeration slips were supplied in pads of 100 and 25 and Household Schedules in pads of 50 and 25. A proper accounting of the receipt and issue of these pads which provided an important means of checking the results of enumeration with reference to actual number of slips utilised was essential. With a view to securing this objective the pads were serially numbered separately for higher and lower denominations—the higher denominations in 'A' series and the lower denominations in 'B' series. Issues were made by the Charge Superintendents to the Supervisors in the serial order noting the serial numbers in an "Issue Statement" devised for the purpose. The Supervisors were instructed to note in turn in the Issue Statement serial numbers of pads of schedules and slips supplied to the Enumerator. Printed copies of these "Issue Statements" were sent in the requisite quantity to the Charge Superintendents from this office. A large number of items of other census materials including the Enumerator's Guide in English and vernacular had to be supplied to each Charge along with the pads of schedules and slips. A form for acknowledging the census books, schedules and slips issued to the charges as per specimen printed in Appendix 'N' was devised. A regular programme for delivering these materials to one of the officials deputed from each charge was drawn up and delivery of materials was given directly at the Central Office to each Charge. An acknowledgment was obtained in duplicate. One of them was sent to the Charge Superintendent to sign counterfoil in token of having received the materials in full as acknowledged by the receiving officials. A similar procedure was followed while receiving the filled up schedules, slips and other statements and also the unused materials. These statements served the purpose of Check-registers.

RURAL AND URBAN LOCATION CODE :

The Charge Superintendents were strictly instructed to note the first two elements of the location code on each slip and schedule before issuing the pads to the field staff. With a view to simplifying this work and minimising the time and labour involved in making the field staff write the location code on each slip and schedule, rubber stamps were got made centrally for the purpose and distributed to the Charge Superintendents. Wherever the number of impressions to be taken was large, more than one rubber stamp was supplied. This ensured that every slip and schedule would bear correctly the location code with no risk of omissions.

PREPARATION OF MAPS :

(i) *Town Maps*.—Following the established practice it was proposed to constitute all Towns in this State into separate charges for purpose of the 1961 Census and the Charge had to be further sub-divided into Circles and Blocks. The Cities had to be split up into convenient number of Charges depending upon their size, ecology and other factors. As these Census Divisions had to be marked in maps for reference both by the Census Office as well as by the Municipal authorities concerned, the State Government were requested to authorise all City, Town and Minor Municipalities in the State to supply to the Census Office two copies of the maps of their respective towns. It was made clear that the Municipal authorities might send blueprints, ammonia prints or photostat copies of maps according to availability and convenience. Whatever the type of copies, it was stipulated that these maps should show (1) Municipal boundaries; (2) boundaries of authorised Municipal Divisions (3) the number or name of the Municipal Division; (4) names of localities; (5) principal thoroughfares, (6) important landmarks like public buildings, monuments, etc., and such other details as might be of help in constituting Census Divisions.

The State Government in their Order No. LLH 43 MAD 59, dated 23rd July 1959 (in the L.S.G. and P.H. Department) called upon the Presidents of the City and Town Municipalities of the State and the Commissioners of the Bangalore Corporation and Mysore, Davangere, and Bellary cities as well as the Administrators of the Municipal Boroughs of Dharwar and Hubli to supply two copies of the maps of their respective towns or cities. Accordingly maps of 124 towns and cities were received in this office, some of these maps being blue-prints. One hundred and six of these maps were returned as not being according to our specifications and fresh maps drawn with all details above-mentioned were called for. The response both to this direction as well as response from towns which had not sent their maps even in the first instance has not been encouraging, owing probably to paucity of the required facilities in the Municipal Offices to get the maps drawn by competent persons.

(ii) *Taluk Maps*.—It was decided at the First Conference of Census Superintendents that five copies of the map of each Taluk should be secured for census purposes. Accordingly, five copies of the maps of all the 172 Taluks in the State were secured—some from the State Statistician and some from the Commissioner for Settlement and Land Records. One copy of each of these taluk maps was sent to the Registrar General. The remaining four copies were sent to the respective Charge Superintendents. The Charge Superintendents were required to cause the approved census delimitations to be neatly and carefully marked in the four copies of the maps of their Taluks. They were requested to see that the Hobli and Circle boundaries were clearly indicated in the maps in different colours and that the village and block serial numbers were likewise noted on the maps in different colours, the Circle serials being indicated in Roman figures. After marking the Circles and Blocks in all the four copies of the map, the Charge Superintendents were to retain one copy with them, send one copy to the Divisional Deputy Superintendent of Census Operations of their Division and send

the remaining two copies to the Central Office at Bangalore. Only a few Charge Superintendents have returned the maps with the Circles and Blocks duly marked in them and the remaining Taluk maps have not been received in this office.

(iii) *Notional Maps*.—After the completion of house-numbering in all areas it became necessary to show the run of house numbers in maps to be prepared by Village Officers for their respective villages. It was prescribed that these maps should show the boundaries of the village, and topographical details like river, tank, hill, etc., and prominent landmarks like temple, road, mosque, Village Panchayat Hall, etc. It was not necessary that the maps should be drawn to scale or that each individual house should be marked separately. On the contrary, it was enough if they were merely notional maps giving a rough idea of the location and lay-out of villages, including the hamlets attached to them and the run of streets or house-numbering blocks and the run of numbers. The main purpose of these maps was to facilitate verification of numbering on the one hand and to facilitate systematic enumeration on the other. Sufficient number of printed sample maps to serve as models, were sent to each Charge Superintendent for being sent by him, in his turn, to every Village Officer and these Village Officers were requested to prepare maps of their villages (showing these details) in duplicate. Such maps have been received for only about 18.8 per cent of the villages in the State. The notional maps received from the village officers are kept stitched to the houselist for necessary reference.

Information with regard to the territorial changes that have taken place subsequent to 1951 Census was collected with relevant Gazette Notifications from the local authorities concerned and also the Superintendent of Land Records. This was also checked up to the extent possible with the information on the subject contained in the Charge Registers.

The State Government declared 1st March, 1961 as a General Holiday to facilitate enumeration.

The printing of forms of Houselists, Household Schedules and individual slips was arranged for in the Government of India Press at Calcutta. The indent for these forms was worked on the basis of the 1951 Census population with an allowance of 25 per cent for increase of population during the intercensal period and a reserve of 15 per cent in the Taluk, 5 per cent in the District and 5 per cent at the State level. The forms were thus got printed on estimated requirements. Also slips and schedules were supplied in pads of 100 and 50, and 50 and 25, respectively, and strict instructions were issued not to break the pads which inevitably made for loss of some unused slips in each pad. For these reasons there was the fear that the office might run short of forms and utmost care and prudence had to be exercised in the distribution of forms. The original idea was to distribute the forms to the several charges through the respective Deputy Commissioners as envisaged at the first Conference of Superintendents of Census Operations. Subsequently, this two-phased distribution had to be abandoned in favour of direct supplies to charges, as it was felt that the Deputy Commissioners in the midst of their multifarious duties were not in a position to assume this additional burden. Deliveries were made according to a pre-planned schedule direct from our Godown at Shivajinagar to the representative deputed by each Charge Superintendent.

General.—The enumeration covered the period from 10-2-1961 to 1-3-1961, the reference date being the 1st March, 1961. From 1st March to 5th March, the Enumerators went on a revisional round making corrections necessitated by changes that had occurred subsequent to the date of their previous visit but upto sunrise of 1-3-61. The State Government in their Notification No. RDF 2 TCN 60, dated, 24-8-1960, approved the questions that should be put for collecting information in respect of enumeration operations connected with 1961 Census.

There were some complaints of non-enumeration in the Cities of Bangalore and Mysore, all

of which were referred to the City Census Officers concerned for verification. Some of these complaints were found to be valid also and further investigation disclosed that almost all cases of omission related to Census houses subdivided after house listing, thus resulting in there being more households in a census house than mentioned in the Block lists furnished to the enumerators. Such households were obviously not mentioned in the houselist whose extract, called Block List was furnished to the enumerators. However, in view of the interval of more than six months between house-listing and enumeration, the enumerators were specifically instructed to make a preliminary round of their blocks and to make in the block list additions or alterations necessitated by changes which had taken place after houselisting.

This point was also particularly stressed in all the training classes. Though these instructions were carried out satisfactorily in the rural areas, the same cannot be said of the urban areas. The effect of such omissions will be more pronounced as the interval between house-listing and enumeration increases. As some time-lag between houselisting and enumeration is inevitable, I would suggest a final check of houselists two or three weeks prior to the commencement of enumeration and the preparation of Block-lists thereafter.

The enumeration in this State was honorary except in Belgaum and Nippani cities where on account of the controversy over the language issue, paid enumeration had to be resorted to. However, unlike in the previous censuses, Supervisors and enumerators even in areas other than Belgaum and Nippani were paid remuneration to meet their out-of-pocket expenses during the period of enumeration. The rates at which this remuneration should be paid was discussed at the First Conference of Superintendents of Census Operations in September 1959. To avoid unhealthy repercussions that would arise if different rates of remuneration were paid in different States, and consistently with certain minimum standard of out-of-pocket expenses

that were considered reasonable, the following uniform rates were finally suggested permitting a certain amount of latitude to the Superintendents to vary these charges within their State provided these limits agreed to at the Conference were not exceeded.

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| 1. Honorarium for house numbering and houselisting including cost of house numbering material and carriage cost of paint, pot, brushes and stencils. | Rs. 5
per block |
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(An average block in rural areas will consist of 150 houses and an average block in urban areas of 120 houses. This charge will cover the expense of house numbering and attending at least two training classes).

- | | |
|--|--------------------|
| 1. Enumeration charges to each enumerator for enumerating an average of 700 persons in each block on the basis of an average population of 750 persons or 150 households for a rural block and 600 persons or 120 households in an urban block. This charge will include the enumerators' expenses for attending a minimum of six training classes and for equipping himself with stationery, ink, pen, etc. | Rs. 15 |
| 3. Charges for supervision of enumeration. | Rs. 4
per block |
| 4. Total of enumeration charges for each block of an average of 700 persons. | Rs. 24 |

The average enumeration cost works out at a little less than 3.5 nP. per person.

According to the above decision, the enumerators who do the actual enumeration will get remuneration at Rs. 15 per block on the basis of a minimum population of 750 persons or 150 households in rural areas and 600 persons or 120 households in urban areas. A fairly large number of blocks were found to be sub-standard and it was therefore decided that in respect of smaller blocks the remuneration would be paid on a pro-rata basis at Re. 1 per ten households or 50 persons in rural areas and Re. 1 per eight households or 40 persons in urban areas, subject to a minimum of Rs. 2 for each population block. This worked out to 2.5 nP. per head in urban areas and 2 nP. per head in rural areas.

Each Supervisor was normally having not less than 5 blocks under his charge and was paid Rs. 20 as remuneration. When the number of blocks was less than five, he was paid at the rate of Rs. 4 per block.

The remuneration for houselisting was Rs. 5 per standard block. At the Second Conference of Superintendents of Census Operations it was decided that notional maps of villages should be got prepared with the relative village houselist to facilitate reference. As blocks were formed only after houselisting, it became necessary to fix the scale of remuneration for each houselisting unit, viz., village in rural areas and Municipal Division or Ward in urban areas, keeping in view the scale agreed to at the Second Conference of Superintendents of Census Operations, viz., Rs. 4 per 120 households. The houselisting staff were paid honorarium at Rs. 4 for 160 entries and in respect of smaller blocks at Re. 1 for every 40 entries or fractions thereof. The remaining one rupee out of Rs. 5 provided for houselisting charges was earmarked to meet the charges for the preparation of notional maps.

The replies to Census questions had to be recorded for the most part not in words but by symbols and contractions. The enumerator was thus required perforce not only to get himself acquainted with the questions to be put across during enumeration with their full import to elicit accurate information, but also with the significance of the different symbols and contractions used in the recording of answers with a view to facilitating their correct interpretation at the time of tabulating the results. Special care was therefore bestowed in the training classes to familiarise the enumerators thoroughly with the use of these symbols. In addition, abbreviation cards in convenient size were also got printed and supplied to them.

All phases of the enumeration were got through smoothly though there was some propaganda by some interested agencies to secure replies of a pre-determined pattern

to questions relating to mothertongue and religion. Konkani-speaking persons in North Kanara District were approached by interested parties to declare Marathi as their mother-tongue, on the ground that census will record under mother-tongue only the principal languages and Konkani being a dialect of Marathi, will be recorded as Marathi. This propaganda appears to have had some effect as in parts of North Kanara District the proportion of Konkani speakers has fallen with corresponding increase of persons with Marathi as mother-tongue. A second instance which came to notice during my tours was the move by some Associations asking all Muslims to declare only "Urdu" as their mother-tongue and to deny all knowledge of any language other than 'Urdu'. The proportion of persons with Urdu as mother-tongue and knowing the regional language has consequently fallen. In parts of this State, 'Urdu' language is also called as 'Hindustani'. There was a demand by one of the Associations that as only the language mentioned in the Schedule to the Constitution should be recognised for Census and as Hindustani is not mentioned in the Schedule, enumerators should be instructed to record 'Urdu' even against persons returning 'Hindustani'.

Just before the enumeration, the proportion of the various communities in the population of the State assumed some importance as the posts in Government Service and seats in Professional Colleges reserved for Backward Classes were being distributed interse among the Backward Classes in proportion to their population. This situation led to some attempts to make use of the census organization to enumerate caste also though the enumeration of castes was given up in 1951 itself. The most widespread of these was by Veerasaivas. They first wanted that their religion should be recorded as Hindu-Veerasaiva as they are not Hindus and in fact do not recognize the Vedas, idol worship and caste system, the main attributes of Hinduism though clubbed with Hindus under the Civil Law. When they came to know that no further entry could be made if

religion is declared as 'Hindu', there was intensive propaganda that Veerashaivas should declare their religion as 'Lingayat' or Veerashaiva. The Secretary, All-India Shivanubhava Samiti, Dharwar, who approached the Registrar General in this behalf was given an assurance that answers to the questions on religion will be recorded by the enumerator as actually returned by the person enumerated. It was thus made clear to the Samiti that persons belonging to Lingayat or Veerashaiva community will be recorded as returned by them. Printed copies of Registrar General's reply to the Samiti were arranged to be distributed widely among the members of the community with an appeal that All Veerashaivas should return their religion as "Lingayat" or "Veerashaiva" forgetting all their difference. Following this assurance of the Registrar General, instructions were issued to all the Charge Superintendents that in order to ensure that answers are correctly recorded to the questions on religion, the enumerator should mention to the respondent the names of all religions for which contractions have been indicated in the Enumerator's guide and record the name of the religion as returned by him in full if he says definitely that he does not belong to any of the religions mentioned by the Enumerator. If the name of the religion returned happens to be among those mentioned by the Enumerator, he had no other option but to record the appropriate alphabetical contraction as per the guide. A Press Note in Kannada was also accordingly issued by me to give a quietus to this agitation. Taking the queue from Veerashaivas, even members of a few other communities wanted castes to be recorded and a few got castes recorded in place of religion. There were some instances of persons insisting on the caste also being recorded after religion was recorded as Hindu, and the Enumerators told me that they had to record both religion and castes in such cases as the respondents refused to answer further questions until caste was also recorded and the enumeration had to be finished according to the time schedule. The administrative report on tabulation will indicate the disposal of slips where Caste names were got recorded against Religion.

ENUMERATION OF SCHEDULED CASTES AND SCHEDULED TRIBES :

The enumeration of Scheduled Castes and Scheduled Tribes featured prominently in the 1961 Census as the Government of India were anxious that their enumeration should be as accurate as possible in view of the fact that the concessions available to them are in many cases based on their population.

According to the procedure laid down at the First Conference of the Superintendents of Census Operations held during the last week of September 1959, persons belonging to the Castes or Tribes set out in the Schedule applicable to the District concerned in the "Scheduled Castes and Scheduled Tribes Lists Modification Order, 1956" issued by the Ministry of Home Affairs should be enumerated as such. The Presidential Order, however, gave in respect of some areas only the names of the main Castes or Tribes while castes were also known by different local names which are either generic names or synonyms of the main caste name. Information about all such generic names or synonyms of Scheduled Castes and Scheduled Tribes for different districts was collected from the Deputy Commissioners and all questions raised by the enumeration staff as to whether any particular caste or tribe should be treated as S.C./S.T. were decided with reference to these lists of local names by which the Scheduled Castes/Scheduled Tribes mentioned in the Presidential Order by the generic name are known.

In the Presidential Order dated 29-10-1956 the list of Scheduled Castes is in six parts and the list of Scheduled Tribes is in seven parts. Each part is applicable to specified areas. Thus Part I of the list of Scheduled Castes applies to the whole of State except Coorg, Belgaum, Bijapur, Dharwar, North Kanara, South Kanara, Gulbarga, Raichur and Bidar Districts and Kollegal Taluk of Mysore District. Part II applies to the Districts of Belgaum, Bijapur, Dharwar and North Kanara. Part III applies only to North

Kanara District. Part IV applies to Raichur, Gulbarga and Bidar Districts, Part V to South Kanara District and Kollegal Taluk and Part VI to Coorg District. Part I of the list of Scheduled Tribes applies to the entire State except Coorg, Belgaum, Bijapur, Dharwar, North Kanara, South Kanara, Gulbarga, Raichur and Bidar Districts and Kollegal Taluk of Mysore District, Part II to Belgaum, Bijapur, Dharwar and North Kanara Districts, Part III to Gulbarga, Bidar and Raichur Districts, Part IV to South Kanara District and Kollegal Taluk of Mysore District, Part V only to Kollegal Taluk, Part VI only to South Kanara District and Part VII to Coorg District.

In view of the lists of Scheduled Castes/Scheduled Tribes of not only Mysore State but also of several other States being in several parts, each part being applicable to a limited area, the instructions to the Enumerators contained a specific direction that a person should be enumerated as belonging to S.C./S.T. only if the name of his Caste/Tribe is found in the list of Scheduled Castes/Scheduled Tribes applicable to the area where he is enumerated. This has resulted in the anomaly that some castes like Lambanis or Banajars found almost all over the State have been treated as Scheduled Caste in some areas and not as Scheduled Caste in other areas. The Census tables nowhere indicate the total population in the State of castes treated as Scheduled Castes only in part of the State and no information will be available about the additional number that would come under Scheduled Castes if a caste scheduled in any part of the State is deemed to be scheduled throughout the State in view of the ruling of the High Court of Mysore in *N. Suleman and two others vs V. S. Narasappa and 14 others* (1959 Mysore Law Journal 775). Even the monographs about Scheduled Castes and Scheduled Tribes which are being compiled for publication along with other volumes of census reports and tables will be of limited scope, as they will deal only with Castes and Tribes enumerated as Scheduled Castes and Tribes. In the event of separate enumeration of Scheduled Castes/

Scheduled Tribes continuing in the next census also, it may be desirable to collect information regarding persons belonging to a Caste/Tribe scheduled in any part of the State even if they are found in an area where the Caste or Tribe is not scheduled. At the time of Tabulation the information can be shown under two different heads, *viz.*, (1) persons belonging to castes treated as Scheduled Castes in the area where they were enumerated and (2) persons belonging to castes treated Scheduled Castes in some other part of the State concerned but not in the area where they were enumerated. Such information may also prove useful in compiling a single list of Scheduled Castes/Scheduled Tribes for the whole State.

The All-India Livestock Census of 1961 was decided by the State Government to be taken in this State from 15th March 1961 to 14th April 1961 close on the heels of the population census. The population census pre-supported the preparation and checking of houselists, training of the enumeration staff and the taking on hand of other preparatory measures well ahead of the actual enumeration. The same primary agency, *viz.*, Revenue Officers and Village Officials in rural areas and Municipal employees in urban areas had to attend to both Population and Livestock Census and the commencement of the preliminaries of the Livestock Census even before completion of enumeration of the Population Census placed the staff in a quandary to decide which they should do first. Of course, shirkers found this convenient for evading both Population Census work and Livestock Census work by pleading to have been busy with Livestock Census when called upon to do the work of Population Census and *vice versa*. I had therefore to strongly plead with the State Government for a postponement of training and houselisting operations connected with the Livestock Census till after the completion of the post enumeration check. The Census of school-going children followed close on the heels of the Population Census and the teachers who were working as Enumerators and Supervisors had again the unenviable choice of incurring displeasure of

their departmental officers by putting off the census of school-going children for fear of the statutory penalties under the Census Act if census work is neglected. Several of them attended both at considerable personal inconvenience. In view of the large number of such enquiries which are being initiated of late and the confusion which would result if any enquiry clashes with population census, the Government of India may be moved to impress on all Ministries and State Governments that no census, survey, etc., should be undertaken within a six month period—three months before and three months after the reference date for population census.

CENSUS OF HOUSELESS AND MOBILE POPULATION

In enumerating houseless persons special care had to be bestowed to guard against counting as houseless persons, persons who have homes but may be found sleeping out in the open or at bus stand, railway station, etc., either on account of the weather or to catch the earliest bus or train the next morning and also to ensure the counting of only the really houseless persons spotting their usual places of haunt as well as the time during which they are invariably to be found in those places. The methods to be followed for securing these objectives were discussed at the First Conference of Superintendents of Census Operations held during September 1959. Conformably with the decisions reached at the Conference, circular letters were issued to the Charge Superintendents to instruct their enumerators to thoroughly comb their respective beats for the usual haunts of houseless persons either before or during the period of enumeration. The actual enumeration of such persons was arranged to take place on the night of the last day of enumeration, *i.e.*, 28th February 1961. In rural areas where the enumerator sometimes had charge of more than one village he was permitted to count houseless persons even on the night of the following day.

Normal residents of the household present during the period of enumeration and even those absent at the time of the visit of the

enumerator but returning before the reference date were counted in the usual course. But, pilgrims travelling in special trains which had started on their journey before the day of commencement of enumeration and were on the move even at the end of the period of enumeration could not be so counted. Special arrangements were therefore made with the co-operation of the Railway Board to enumerate pilgrims travelling by pilgrim specials on the night of the last day of enumeration at whatever station the pilgrim specials would stop. The Railway Board had instructed all General Managers to furnish details of the pilgrims and other special trains that would be on move during the entire period of enumeration and the exact stations they would stop on the night of the last day of enumeration. They were also instructed to afford all facilities to the local census staff to enumerate the persons in those special trains.

A batch of over 600 Tibetan Refugees reached Mysore on 15-12-1960 a little prior to the enumeration and they were conveyed to Gollarahosahalli temporary camp site for rehabilitation. The Special Officer of my office was immediately deputed to Mysore to work out details in consultation with the Special Officer for Rehabilitation, Periyapatna, for their enumeration. As a result of these discussions, a houselist was got prepared and the camp included in the Charge List as a Block of Gollarahosahalli. One of the refugees was drafted as an Enumerator for this Block and these refugees were enumerated.

ENUMERATION OF SPECIAL CHARGES :

So far as this State is concerned, the special charges consisted of Railway Colonies, the Defence Establishments and Projects Areas where heavy concentration of labour is to be found.

Railway Colonies.—Every Railway Colony having between 90 and 100 families was constituted into an Enumerator's Block. One of the Railway Officials was appointed as Enumerator. Bigger Colonies were split up into two or more

Enumerators' Blocks each being entrusted to a railway official for enumeration. When the enumeration blocks of the colony exceeded four, it was constituted into a separate Supervisor's Circle and placed in charge of a senior Railway Official with junior officials functioning under him as Enumerators. A list of all such colonies was prepared by corresponding with the Divisional Superintendents of Railways and sent to the District/City Census Officers concerned for action being taken in the manner indicated above.

Defence Establishments.—The difficulty about the enumeration of Defence personnel was that much of the information required to be furnished in response to census questions could not be disclosed by them for reasons of security. Hence the Ministry of Defence in consultation with the Registrar General issued a series of instructions for strict application in the context of enumerating the Defence personnel. With a view to ensuring a smooth and satisfactory conduct of census enumeration in the Defence Establishments, I also had personal discussions with the Brigadier of the Southern Command, Bangalore, during July 1960. I had the fullest measure of co-operation from the Defence staff and the completed slips and schedules were promptly delivered by them at this office immediately after the completion of enumeration.

Project Areas.—With a view to determining the details of the assistance needed by the local census authorities from the staff of the project areas with heavy concentration of labour in respect of house-numbering, houselisting and enumeration, the project areas were classified into the following two categories, viz., (1) Projects having concentration of labour of less than 500 persons; (2) Projects having concentration of labour exceeding 500 persons. In the case of projects of the 1st category the revenue authorities concerned were made responsible to take action in the stride of their own census duties by constituting such areas into a Block where they could not be included in other Block or Blocks. The Project authorities were required to provide the enumerators from their

own staff when a separate block was so formed. In the cases of Projects of 2nd category, the area was constituted into one or more Blocks, each Block being entrusted to a project official for enumeration. When such blocks exceeded four, the entire area was constituted into a Supervisor's Circle and a Senior Official of the Project was appointed as Supervisor with Junior Officials functioning under him as Enumerators.

DIFFICULTIES ABOUT ENUMERATION OF MOTHER-TONGUE CONSEQUENT ON THE REORGANISATION OF STATES :

Thanks to the paragraph included by Mr. Bowman in his Administration Report of 1951 Census, I could anticipate the difficulties which would crop up in the border areas between Mysore and Maharashtra States and plan ahead to tackle them. The tension about recording of mother-tongue had arisen in 1951, as it was expected that the 1951 census figures would form the basis of delimitation of the boundaries of linguistic States. Actually the States Reorganisation Commission adopted the 1951 Census figures as the basis for its proposals regarding allocation of areas from the former Bombay State to New Mysore State. As it was considered by many that the final disposal of the demand for re-adjustment of the boundary so as to reduce linguistic minorities in both the States of Mysore and Maharashtra would be on the basis of 1961 Census figures, the atmosphere in the border areas in October 1960 was similar to that found in 1951 by Mr. Bowman. In view of the allegation made in 1951 that sufficient Kannada enumerators were not appointed by the Belgaum Borough Municipality and as the entrustment of enumeration to State Government employees would have resulted in allegation of injustice to Marathi, I considered it advisable to entrust the Census enumeration in Belgaum and Nippani cities, where the feelings were strong, to Central Government employees, who could be expected to be immune from the influence of the Municipality as well as State Government. But when a list of

Central Government employees available in Belgaum and Nippani was drawn up it was found that almost all the Central Government employees in Belgaum, the bulk of whom were employees of the Telegraph Department and Central Excise and Customs Department, would have to be drafted for enumeration of 222 blocks in Belgaum City. These departments could not be expected to spare almost the whole of their staff for nearly a month. Adequate number of Central Government employees was not available in Nippani. In these circumstances, I decided with the concurrence of the Registrar General to get the enumeration done by full-time enumerators and supervisors, borne on the Census Establishment and paid for by the Government of India. The Sorters and Compiler-Checkers required for the Divisional Tabulation Office, Belgaum, were recruited in January 1961 on a probationary basis and entrusted with the enumeration work in Belgaum and Nippani Cities, after intensive training. One hundred and fifteen probationary sorters worked as Enumerators and 93 probationary Compilers as Supervisors. The total expenditure actually incurred on these full-time enumeration staff was Rs. 25,050 as against Rs. 5,100 which would have been payable as honorarium to 268 Enumerators (for 222 blocks in Belgaum City and 46 Blocks in Nippani City) and 54 Supervisors (45 in Belgaum City and 9 in Nippani City).

While selecting the staff due care was taken to ensure that a fair proportion of Marathi and Kannada speakers were selected. Instructions to Enumerators were supplied in English, Kannada and Marathi. The Marathi version of the instructions was obtained from the Maharashtra State. Certain practical suggestions made in Kannada instructions in amplification of the English instructions received from the Registrar General were not found in the Marathi books. Hence to make the instructions common to all the Census staff whether referring to booklets in Kannada, English or Marathi, circular instructions were issued as a supplement to the instructions contained in the booklets. In order to guard against any

tampering of the enumeration records, arrangements were made to keep them in the office and they were not allowed to be retained with the Enumerators at the close of the day. Instructions were also issued that the Supervisors should not make any corrections in replies recorded to Question No. 7(a) without the knowledge and approval of the Divisional Deputy Superintendent of Census Operations. It was also widely published that the replies recorded to Question 7(a) were open to inspection by the respondent if he wanted to verify the correctness of the recording. These measures created confidence that answers to the questions pertaining to language were being recorded impartially. The Deputy Superintendent maintained a special register of objections alleging that mother tongue was not correctly recorded, and after making a personal investigation he recorded his finding in the register. Only six complaints were received in Belgaum and all of them were found on investigation to be baseless. I made test checks both in Belgaum and Nippani and convinced myself that mother tongue has been recorded correctly by the enumeration staff.

Assessment of quality of enumeration coverage and response.—The Post Enumeration Check has revealed that the count was accurate within one percent. It suggests that the counting has been as accurate as it could be made having regard to the fact that a very large number of enumerators and supervisors with varying standards of understanding and education had to be taken for the collection of data. My assessment of the quality of work is based on the remarks furnished by the Deputy Superintendents in charge of the Divisional Tabulation Offices where the slips were sorted and counted. The quality of enumeration is to be judged not merely by petty mistakes noticed in the filling up of slips but by the broad angle, namely, whether the mistakes were of such a nature as to vitiate the quality of enumeration and consequently the tabulation of the results. It has been the consensus of opinion of the Divisional Deputy Superintendents of Census Operations that the work is generally quite up to mark. It is

gratifying to note that public co-operation was available to the maximum extent and even considerable enthusiasm could be noticed in that instances were not wanting wherein suggestions as to the mode of recording answers to particular questions were made. There was no kind of apathy to census as such from any quarter. On the other hand there were offers from Institutions and individuals to assist in the taking of the Census. The system of reimbursing the supervisors and enumerators for their out-of-pocket expenses by way of a small remuneration might perhaps have acted as an incentive for such voluntary offers. Several of the enumerators and supervisors were so enthusiastic that they took casual leave and attended to enumeration work in far off places.

Among errors of a general nature which were committed during enumeration may be mentioned the omission to mark the Location Code Number and the entering of incorrect location code, and these deficiencies were supplied or corrected as the case may be before the pads were broken up. It was a surprise to find that such mistakes occurred even in slips relating to urban areas, where the enumeration staff was generally better qualified than in rural areas.

Questions relating to sex, marital status and duration of residence were not correctly answered in several cases, especially in slips relating to the areas of Belgaum Division.

Among economic questions, questions 8, 9 and 10 were not properly understood in many instances. Main and subsidiary occupations were not noted against the relevant questions. 'Barbers', 'Washermen' and such other workers were shown under 'Household Industry'. In fact the concept of household industry as an industry relating to production, processing, servicing, repairing or making and selling goods, as distinct from professions and services was not clearly grasped. Again the occupation of the Head of the Household was taken, in a large number of cases, as the occupation of the members of the household also. Agricultural

labourers who should have been brought under Question 9 were included in answers to Question 11 (a).

Among social questions, the column for 'Mother tongue' was left blank in a small number of cases, the names of Scheduled Caste/Scheduled Tribe were shown against question 5(b) instead of 5(c); sometimes the name was given as 'Harijan' inspite of instructions to write the particular name of the caste or tribe concerned. In several instances they were merely shown as "S.C." or "S.T.". Sometimes against the column where birth-place is to be entered, the name of the village was entered omitting the District. No instances of difficulties arising out of confusion over concepts and definitions came to my notice. However, on account of an improper understanding of instructions and abbreviations, the Kannada symbol for Widow/Widower was assumed by some enumerators to stand for "married persons" as words standing for Widows/Widowers (Vidhave, Vidhura) and married persons (Vivahitha) commence with the same letter. The distinction between 'nature of work' and 'nature of industry' was also not grasped in many cases.

Provisional Total—Organisation of the relay.—Enumeration was spread over a period of 19 days commencing from 10th February 1961. The revisional rounds which used to take only 3 days in the previous censuses had to be extended this time by two days (covering in all five days) as the Holi feast fell on 1st March 1961. In consequence of the brief interval that was thus available between the completion of the revisional rounds and the last date for communication of the provisional total to the Registrar General, it became necessary to make satisfactory arrangements for the expeditious communication of the provisional totals telegraphically both to this office and the Registrar General, India. In respect of places not served by telegraphic facilities, special permission was obtained for the transmission of the message to this office through the police wireless. Where neither telegraphic facility nor police wireless was available, the Charge Superintendent was

required to send the provisional totals of his charge either from the nearest telegraph office or the District Headquarter whichever could be reached quicker. Circular letters were issued to the District/City Census Officers and all Charge Superintendents setting out in detail the method to be adopted for transmitting the provisional total to this office. According to these instructions the enumerators were required to complete their revisional rounds on the 5th March 1961 and to hand over the same day the enumeration records to their respective Supervisors along with Block Abstract. The Supervisors were to prepare immediately circle summaries in the form prescribed and submit them to the Charge Superintendent the same day. The Charge Superintendents were in their turn to prepare the Charge Summaries for their respective charge and telegraph the total to this office as well as to the respective District/City Census Officer on the following day. The District Census Officers had been instructed to post the Charge Summary totals as and when received in the prescribed District Summary Form and to communicate the District totals to this office by express telegrams positively on the 7th March 1961. It had been impressed on all Census Officers that provisional totals for the State should be available for release latest by the morning of the 8th March 1961.

Charges which had no telegraph or wireless facilities were required to aim at completing the revisional rounds on 3rd March itself to enable them submit Charge Summaries to the District Census Officers concerned not later than the 6th March 1961. There was no hitch anywhere in carrying out this method of relay, and the provisional totals were communicated to the Registrar General on the due date.

A preliminary estimate of the population of the State had also been prepared with reference to the houselists, and it was found by comparison that the houselist population was not widely at variance with the provisional totals.

Post Enumeration Check.—The object of post enumeration check is the detection of the measure of possible errors and omissions that

affect the accuracy of the population figures enumerated during the count. This check was effected by a re-visit to sample households drawn on a perfectly random basis.

The first circular of the Registrar General setting out in broad outlines the pattern of the Post Enumeration Verification for adoption on an All India basis was received in this office in the early part of January 1961 (*vide* annexure R). This work was taken up a little later than the date suggested by the Registrar General as the local officers were busy with revenue collections, March being the last month of financial year. The work of the Post Enumeration Check was commenced on 23rd April 1961 and was completed on 30th July 1961. A note prepared by me on the results of the verification in the sample households selected is appended. (Annexure S).

Clerical assistance to District and Taluk Offices and other local bodies.—A decision for affording clerical assistance to the District and Taluk Offices for a period of fifteen months for attending to census work was taken at the 1st Conference of Superintendents of Census Operations held during September 1959. The scale of such assistance allowed as per decision of the Conference is set out below :—

<i>District Census Office—</i>	<i>Taluk Office</i>
One Upper Division Clerk	One Lower Division Clerk.
One Lower Division Clerk	
One Peon	For 15 months.
For 15 months.	

Special provision was also made for Cities of over a lakh population. The scale for Cities of population 1-2 lakhs was 1 U.D.C. for fifteen months and for every additional 1 lakh population one L.D.C. for fifteen months.

The State Government in the Revenue and L.S.G. Department were addressed early in January 1960 for issue of orders sanctioning the creation of these posts in the State's scale of pay. Posts as under were accordingly sanctioned by the State Government in their Orders

No. RDF 1 TCN 60, dated 22nd February 1960 and No. LLH 5 MAD 60, dated 5th February 1960.

<i>Office of the Deputy Commissioners of Districts—</i>	<i>Scales of pay</i>
1. One First Division Clerk ..	Rs. 75—180
2. One Second Division Clerk ..	Rs. 50—120
1. One Peon ..	Rs. 25—35

Taluk Offices—

One Lower Division Clerk ..	Rs. 50—120
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<i>Name of the Local Body—</i>	<i>Staff sanctioned</i>
1. Bangalore City Corporation ..	1 U.D.C., 7 L.D.C.'s.
2. Mysore City Municipality ..	1 U.D.C., 1 L.D.C.
3. Belgaum Borough Municipality	1 U.D.C.
4. Hubli Borough Municipality ..	1 U.D.C.
5. Mangalore City Municipality ..	1 U.D.C.
6. K. G. F. Sanitary Board ..	1 U.D.C.
7. Gulbarga City Municipality ..	1 L.D.C.
8. Bellary City Municipality ..	1 L.D.C.

With a view to avoid any unnecessary expenditure, the Bangalore Municipal Corporation was asked to appoint initially one U.D.C. and two L.D.C.'S and to increase the staff gradually to the extent permissible as and when necessity actually arose.

The expenditure on the clerical staff of the District and Taluk Offices was met initially by the State Government and was later reimbursed from the Central funds after obtaining from the Deputy Commissioners of Districts detailed accounts of the expenditure incurred by them. The total expenditure entailed on account of staff employed in Taluk and District Offices and by Municipalities was about Rs. 3.3 lakhs. The local bodies met the expenditure out of their funds in the first instance and the amount was reimbursed to them on production of the vouchers. The District Census Officers and City Census Officers of Bangalore and Mysore were also sanctioned a Special Pay of Rs. 75 p.m. for a period of 8 months as a recompense for the additional duties devolved on them in having to attend to census work in addition to their own and this accounted for another about Rs. 9,200.

Recognition of Census work.—As in the last Census, the Government of India decided to award “Medals and Certificates of Honour” to census workers whose services were distinguished by outstanding zeal and quality. Wide publicity was given to this decision of the Government of India among the census workers with a view to enthusing them in their work. A total number of 286 Silver and 572 Bronze Medals together with similar number of certificates were allotted to this State by the Registrar General, India, basing the distribution on 1961 Census provisional totals. A statement showing the allotment of these medals among the categories of census workers in this State is found in Appendix ‘T’. In accordance with the decision taken at the Second Conference of Superintendents of Census Operations, the actual selection of recipients for these awards was left to the State Governments, the final list of recipients so selected by the State Government being, however, sent to the Government of India for formal approval. Care was also taken to see that a census worker was selected only for a single award for the entire work done for the Census 1961, irrespective of the fact that he may have been employed for work in more than one capacity.

The selection of recipients under the category of District Census Officers and the three City Census Officers was made by me taking into consideration their administrative work, higher supervision and guidance. A regular *pro forma* was prescribed for assessing the work of Charge Superintendents. Their work was first scrutinised by the District Census Officers and then examined by the Deputy Commissioners who selected the best and next best in each District. The selections were further scrutinised by me and finalised with reference to the quality of enumeration in individual charges on the basis of remarks of Deputy Superintendents of Census Operations of Divisions in charge of tabulation work. In the case of Charge Superintendents of Mysore, Bangalore and K.G.F. Cities, the selections were recommended by the respective Chief Executives of these Local Bodies. A regular questionnaire for the

category of Enumerators and Supervisors separately was prescribed for assessing their work and relative merits which was finally decided by the Deputy Commissioners on the basis of marks given by Charge Superintendents to individuals against answers furnished to the prescribed questionnaire. The selection of house-listing staff and officials at taluk level was made by the Deputy Commissioners while the selections of awardees for (1) the preparation of notional maps and (2) from among Officials of District Offices was left to the Divisional Commissioners. Selection of awardees for similar work in the Cities of Mysore, Bangalore and K.G.F. was made by me after obtaining the views of the Chief Executives of Local Bodies concerned as these three Cities had been clubbed together for these awards. The selection of awardees under the category of Sorters, Compiler Checkers, Tabulation Assistants, Tabulation Officers, Statistical Assistants, Supervisors and Clerical Staff of Tabulation Offices was also made by me in consultation with the Deputy Superintendents of Census Operations on the basis of quality of tabulation work done in each office.

The presentation of medals and certificates to the selected recipients excepting those connected with tabulation work was arranged to be made on 26th January 1962 through the Deputy Commissioners of Districts/Municipal Commissioners at the function held on that day in all District Headquarters, and important towns in connection with the Republic Day.

Travelling Allowance to the selected recipients was also allowed from out of census funds for journeys from their normal place of residence to the District Headquarters where the above functions were held.

The awards to the Tabulation Staff was arranged to be delivered directly in my office or by registered post to their address or through their subsequent employers.

DISTRICT CENSUS HAND BOOKS :

In keeping with the past tradition of the Census, the District Census Handbooks are

being brought out. This is a State Government publication and the State Government will arrange for the printing of the Handbook for each District while all the material data for the publication will be furnished by my office. The State Government in their order No. RDF 43 TCN 60, dated 23rd November 1961 directed the State Government Press to undertake this work and sanctioned for this purpose an expenditure of Rs. 4.75 lakhs. Special staff consisting of two Investigators, two Compilation Clerks and one Typist was sanctioned exclusively for this work.

SPECIAL STUDIES :

Socio-Economic Survey.—As ancillary to the 1961 Census the Socio-Economic Survey of 50 selected villages has been taken up. A Questionnaire on consanguineous marriages is also filled up for each family in these fifty villages. The villages were selected taking care to ensure that the selected villages included at least one village from the twenty-five minor agro-physical regions of the State according to Dr. Learmonth. The list of selected villages, the form of village schedule and the form of family schedule were got approved by the Registrar General and even as this correspondence for approval was proceeding, instructions were received that the survey of consanguineous marriages should also be taken up simultaneously. This necessitated postponement of the survey till the middle of October 1961 to give the staff training in the survey of consanguineous marriages. To begin with two Investigators were appointed and their number was gradually increased to sixteen. Three in-servicemen were taken on deputation and direct appointments to the remaining posts were made mostly from among candidates possessing post graduate qualifications in Economics or Sociology sponsored by the Employment Exchange.

Ethnographic Notes.—Monographs on Scheduled Castes and Scheduled Tribes are also under compilation. It is expected that these monographs will facilitate an evaluation of the progress achieved in amelioration of the

conditions of these backward classes as the result of the various measures undertaken in fulfilment of the constitutional obligation and also by the safeguards provided in their favour. One Investigator was appointed for the preparation of Ethnographic notes on Scheduled Castes and Scheduled Tribes inhabiting the different parts of the State. An official of the State Revenue Department who had made a special study of "Kunbi Maratis" and possessed the requisite background to handle this delicate subject was chosen for the job.

Craft Survey.—The preparation of a Monograph on Rural Crafts is also contemplated. Thirteen industries have been selected for study with the approval of the Registrar General. This work has been entrusted to a Senior Technical Assistant who has gained vast experience as an Investigator.

It was with considerable diffidence that I took over as Superintendent of Census Operations in Mysore. I was joining the Census organisation long after my colleagues in other States and the reports of the tensions which occurred in Belgaum and Bellary in 1951 were pointers to the special problems likely to crop up in 1961 also. It was entirely due to the encouragement and guidance that I got continuously from the Registrar General and the wholehearted co-operation from the State Government that the Census enumeration was got through as per schedule. The Registrar General has already expressed his thanks to the State Governments for the kindness and assistance we received from them and for their placing the entire administrative machinery of the State at the disposal of the Census Operations and I would like to add my own to his.

ANNEXURES

APPENDIX A

INDIA CENSUS ACT 1948

*(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.*

WHEREAS 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 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 references 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.*—(1) 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 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 of any vessel of war, of India,

(b) Every person (except a pilot or harbourmaster) having charge,

(c) Every person in charge of a lunatic asylum, hospital, workhouse, prison, reformatory or lock-up or any public, charitable, religious or 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 taking of the census are under his command or charge, or are inmates of his house, or are present on or in such immovable 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 (XLV 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 establishments 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 Penal Code (XLV of 1860).

8. *Asking of questions and obligation to answer.*—(a) 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 person shall be bound to state the name of any female member of his household, and woman 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 purposes of the census and as, having regard to the customs of the country, may be reasonable and shall allow them to paint on, or affix to the place such letters, marks or numbers as may be necessary for the purposes 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 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 orders 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 offensive or improper question or knowingly makes any false return or, without the previous sanction of the Central Government or the Provincial Government, discloses any information which he has received by means of, or for the purposes 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, obliterated, alters or damages any letters marks or numbers which have been painted or affixed for the purposes 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 that 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 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 prosecutions.*—No prosecution under this Act shall be instituted except with the previous sanction of the Provincial Government or of any authority authorised in this behalf by the Provincial Government.

13. *Operation of other laws not barred.*—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 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. *Record 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 any thing in any enactment or rule with respect to the mode in which a census is to be taken in any Municipality, the municipal authority, in consultation with the Superintendent of Census Operations or with such other authority as the Provincial Government may authorise in this behalf, shall, at 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 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 appointment 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.

NOTIFICATIONS OF THE GOVERNMENT OF MYSORE ISSUED UNDER THE INDIAN CENSUS ACT
(XXXVII OF 1948)

Sl. No.	Section of the Act	Number and date of Notification	Short subject
1.	Section 3	No. 2/115/59—pub. I, dated 5th December 1959.	Declares that a Census of the Population of India shall be taken in 1961.
2.	Sub-section (4) of Section 4.	No. RDF 2 TCN 60, dated 2nd February 1960.	Calls upon Deputy Commissioners of Districts, Commissioner, Corporation of the City of Bangalore, Commissioner, Mysore City Municipality, President, K.G.F. Sanitary Board and Chairman, City Improvement Trust Board, Bangalore, to appoint Census Officers.
3.	Sub-section (4) of Section 4 and Sub-section (3) of Section 4.	No. RDF 2 TCN 60, dated 2nd February 1960.	Delegates to the Deputy Commissioners of districts, the Commissioner, Bangalore City Corporation, Commissioner, Mysore City Municipality, President, K.G.F. Sanitary Board and Chairman, City Improvement Trust Board, Bangalore, the power of appointing Census Officers under sub-section (2) of Section 4 and authorises the said authorities and their subordinate officers duly authorised by them to sign the declarations under sub-section (3).
4.	Sub-section (2) of Section 4 and Section 12.	No. RDF 2 TCN 60, dated 2nd February 1960.	Appoints the Deputy Commissioners of districts, the Commissioner, Corporation of the City of Bangalore, the Commissioner, Mysore City Municipality, President, K.G.F. Sanitary Board and Chairman, City Improvement Trust Board, Bangalore as Census Officers to supervise the taking of the Census within their respective areas and authorises the said authorities for the purposes of Section 12 of the Act.
5.	Sub-section (1) of Section 8.	No. RDF 2 TCN 60, dated 24th August 1960.	Authorises all Census Officers to ask all persons within the limits of their local area for which they are appointed the questions necessary for collecting information in respect of enumeration operations of the 1961 Census.

APPENDIX B

No. 2/115/59-Pub. I.

GOVERNMENT OF INDIA

Ministry of Home Affairs

New Delhi, 11, the 5th December 1959.

NOTIFICATION.

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 1961. The reference date for the census will be sunrise on the 1st March, 1961.

FATEH SINGH,
*Joint Secretary to the
Government of India.*

No. 2/115/59-Pub. I.

New Delhi, 11, the 8th December 1959.

Copy forwarded to all the State Governments and the Union Administrations for information.

S. P. BALASUBRAMANIAN,
Under Secretary to the Government of India.

APPENDIX C

GOVERNMENT OF MYSORE

No. RDF. 2 TCN. 60.

Mysore Government Secretariat,
Vidhana Soudha,

*Dated, Bangalore, the 2nd February 1960.
13 Magha, Saka Era 1881.*

From

The Secretary to Government,

Revenue Department.

To

The Deputy Commissioners of Districts.

The Commissioner, Corporation of the City of Bangalore (Through the Mayor).

The Commissioner, Mysore City Municipality.

The President, K.G.F. Sanitary Board, K.G.F.

The Chairman, City Improvement Trust Board.

Sir,

Sub : Issue of Notification under the Census Act.

An *extract from letter No. CEN. 1 CPO. 60, dated 21st January 1960 received from the Superintendent of Census Operations in this behalf is enclosed herewith. Immediate action may be taken to appoint Census Officers as indicated therein and notify these appointments in the next two issues of the *Mysore Gazette* under advance intimation to the Superintendent of Census Operations and Government.

The matter may be treated as extremely urgent and important.

Yours faithfully,

G. S. RAJASEKHARAN,

*Under Secretary to Government,
Revenue Department.*

Copy to the Divisional Commissioners of Divisions for information.

*An extract of the letter No. CEN. 1 CPO. 60, dated 21st January 1960 from the Superintendent of Census Operations in Mysore, Bangalore, to the Secretary to Government, Revenue Department.

* * * *

Copies of Notifications under the Census Act, 1948, sent for publication in the next issue of the *Mysore Gazette* are enclosed herewith. In pursuance of the Notification under sub-section (4) of Section 4 of the Act, you are authorised to appoint Census Officers in the area under your jurisdiction.

In pursuance of the Second Notification, Deputy Commissioners of Districts, Commissioners of Bangalore Corporation and Mysore City Municipality, the President, K.G.F. Sanitary Board and the Chairman, Bangalore City

Improvement Trust Board may kindly be directed to appoint Census Officers as indicated below :—

- | | |
|--|---|
| Deputy Commissioners of Districts. | <p>(i) To appoint the most suitable officer among their Assistants at their respective headquarters as District Census Officers.</p> <p>(ii) To appoint all Tahsildars and in charge of Taluks and Sub-Taluks in their Districts as <i>Ex-Officio</i> Superintendents of their respective charges excluding areas covered by Municipalities, Sanitary Boards, Town Boards and Town Panchayats.</p> <p>(iii) To appoint suitable officers as City Census Officers in respect of City Municipalities in Mysore area, excluding the City of Mysore, the Municipal boroughs in Belgaum Divisions and Major Municipalities with a population of above 50,000 as per 1951 Census in other areas.</p> <p>(iv) To appoint charge Superintendents for Cities, Municipalities, Town and Sanitary Board, within their respective Districts, excepting the cities of Bangalore and Mysore, areas of within the jurisdiction of the K.G.F. Sanitary Board and the City Improvement Trust Board, Bangalore.</p> |
| Commissioners of Bangalore Corporation and Mysore City and President, K.G.F. Sanitary Board. | <p>(i) To appoint one of their Senior Executive Officers as City Census Officer.</p> <p>(ii) To appoint charge Superintendents for the charges into which their respective Cities may be divided for Census purposes.</p> |
| Chairman, City Improvement Trust Board, Bangalore. | <p>(i) To appoint suitable officer as the Trust Board Census Officer.</p> <p>(ii) To appointment charge Superintendents for the Charges into which the Trust Board area may be divided for facility of Census work.</p> |

They are expected, of course, to notify these appointments in the *Mysore Gazette* as early as possible.

GOVERNMENT OF MYSORE

Mysore Government Secretariat,
Vidhana Soudha,

No. R.D.F. 2 TCN. 60.

Bangalore, dated, 2nd February 1960.
(Magha 13, Saka Era 1881).

NOTIFICATION

In exercise of the powers conferred by sub-section (4) of Section 4 of the India Census Act (Central Act No. XXXVII) 1948, the Government of Mysore are pleased to delegate the powers of appointing Census Officers under sub-section (2) of Section 4 of the said Act to the following authorities within the jurisdictions mentioned against each :—

1. Deputy Commissioners of Districts throughout the District excluding the area, if any, included in the jurisdiction of authorities mentioned in Sl. Nos. 2 to 5 both inclusive.
2. Commissioner, Corporation of the City of Bangalore within the limits of the Corporation of the City of Bangalore.
3. Commissioner, Mysore City Municipality within the limits of the Mysore City Municipality.
4. President, K.G.F. Sanitary Board within the limits of the K.G.F. Sanitary Board.
5. Chairman, City Improvement Trust Board, Bangalore within the limits of the area included in the jurisdiction of the City Improvement Trust Board excluding the area of the Corporation of the City of Bangalore.

In pursuance of sub-section (3) of Section 4 of the said Act, the Government of Mysore are also pleased to authorise the authorities specified above and the subordinate officers duly authorised by them to sign the declarations in writing under the said sub-section.

By Order and in the name of the
Governor of Mysore.

M. S. SWAMINATHAN,
*Secretary to Government,
Revenue Department.*

GOVERNMENT OF MYSORE

Mysore Government Secretariat,
Vidhana Soudha,

No. RDF. 2 TCN. 60.

Bangalore, dated, 2nd February 1960.
(Magha 13, Saka Era 1881).

NOTIFICATION

In exercise of the powers conferred by sub-section (2) of Section 4 of the India Census Act, 1948 (Central Act No. XXXVII of 1948), the Government of Mysore are pleased to appoint the following authorities as Census Officers within the meaning of the said sub-section, to supervise the taking of the census within their respective areas, namely:—

1. Deputy Commissioners of Districts in respect of their Districts including the Cities, excepting the Cities of Bangalore and Mysore, the K.G.F. Sanitary Board and the City Improvement Trust Board, Bangalore.
2. Commissioner, Corporation of the City of Bangalore.
3. Commissioner, Mysore City Municipality.
4. President, K.G.F. Sanitary Board.
5. Chairman, City Improvement Trust Board, Bangalore.

In pursuance of Section 12 of the said Act, the Government of Mysore are also pleased to authorise the above-mentioned authorities for the purpose of the said section within their respective jurisdictions.

By order and in the name of the Governor
of Mysore.

M. S. SWAMINATHAN,
Secretary to Government,
Revenue Department.

GOVERNMENT OF MYSORE

Mysore Government Secretariat,
Vidhana Soudha, Bangalore,

No. RDF 2 TCN 60,

dated 24th August 1960.
(Bhadrapada 2, Saka Era 1882.)

NOTIFICATION

In pursuance of the provisions of sub-section (1) of Section 8 of the Census Act, 1948 (XXXVII of 1948), the

State Government hereby authorises all Census Officers to ask all persons within the limits of the local area for which they have been respectively appointed, the questions necessary for collecting information in respect of enumeration operation of the 1961 Census, as enumerated in the Schedules I and II Annexed hereto :

SCHEDULE I—INDIVIDUAL CENSUS SLIP

Questions—

- (1) Name of member of the household.
- (2) Relationship with the head of the household.
- (3) Age.
- (4) Marital status (whether unmarried, married, widow or divorced).
- (5) Birth place.
- (6) Born in rural or urban area.
- (7) Duration of residence, if born elsewhere.
- (8) Nationality.
- (9) Religion.
- (10) Whether belongs to Scheduled Caste or Scheduled Tribe.
- (11) Literacy and Education.
- (12) Mother-tongue.
- (13) Any other language(s) used.
- (14) Working as cultivator.
- (15) Working as agricultural labourer.
- (16) Working at household industry, if so—
 - (a) Nature of work.
 - (b) Nature of household industry, and
 - (c) If employee.
- (17) Doing work other than mentioned above, if so—
 - (a) Nature of work.
 - (b) Nature of industry, profession, trade or service.
 - (c) Class of worker, and
 - (d) Name of establishment.
- (18) Activity, if not working.
- (19) Sex.

SCHEDULE II—HOUSEHOLD SCHEDULE

Questions—

- (1) Full name of head of household.
- (2) Whether head of household belongs to Scheduled Caste or Scheduled Tribe.

- (3) Whether household is an institution.
- (4) Land under cultivation by household owned or held from Government with local name of right thereon and area in acres.
- (5) Land under cultivation by household held from private persons or institutions for payment in money, kind or share with local name of right thereon and area in acres.
- (6) Land given to private persons for cultivation for payment in money, kind or share by household with local name of right thereon and area in acres.
- (7) Household industry conducted by the household with nature of such industry and the number of months in the year during which it is conducted.
- (8) Members of the household working and/or hired workers kept wholetime during current or last working season for household cultivation.
- (9) Members of the household working and/or hired workers kept wholetime during current or last working season for household industry.
- (10) Members of the household working and/or hired workers kept wholetime during current or last working season both in household cultivation and household industry.

By Order and in the name of
the Governor of Mysore,
M. S. SWAMINATHAN,
Secretary to Government,
Revenue Department.

ANNEXURE D

STATIONERY INDENTS FOR THE OFFICE OF THE SUPERINTENDENT OF CENSUS OPERATIONS AND AFFILIATED OFFICES

Item—Full description	Unit	Year in which acquired
<i>Typewriters in the Office of the Superintendent of Census Operations in Mysore, Bangalore—</i>		
Remington Rand	1	1959—60
Remington Policy	1	1959—60
<i>Typewriter in the Office of the Deputy Superintendent of Census Operations, Special Surveys, Mysore—</i>		
Remington Rand	1	1959—60
(Besides the above three, there are 2 other machines—an Olivetti and a Remington Rand machine, which are the property of the State Census Office).		
<i>Calculating machines—</i>		
Electrically operated Facit machine	1	1959—60
Hand operated machines	2	One in 1959—60 and the other in 1961—62.
(Besides the above, there is one Hand operated Facit machine of the State Census Office).		
Duplicator	1	1959—60

APPENDIX E

CIRCULARS AND FORMS PRINTED FOR THE ENUMERATION PERIOD
(i.e., UP TO REFERENCE DATE)

Sl. No.	Description of Circular or form	No. of impressions	Date of printing	No. of copies printed	Size and Weight of paper used	Units of paper used		Remarks
						Reams	Sheets	
1.	Forms of appointment of S. supervisors.	1	5-10-1960	600 books of 25 sheets. 500 books of 10 sheets.	Size—26" X 40" Wt—46 Lbs.	5	11	..
2.	Forms of appointment of Enumerators.	1	11-10-1960	500 books of 100 sheets. 1,000 books of 25 sheets.	do	18	443	..
3.	Block lists with abstracts (English).	1	7-11-1960	3,000 books of 6 sheets each.	do	4	255	..
4.	Block list forms with abstracts (Kannada).	1	28-11-1960	60,000 books of 6 sheets each.	do	90	384	..
5.	Marati Block list form and abstract.	1	8-11-1960	2,000 booklets of 6 sheets each.	do	3	12	..
6.	Correction slip to Instructions to Enumerators (in English).	1	12-11-1960	8,000	do	1	426	..
7.	Circle list	1	24-11-1960 23-12-1960	15,000 2,000	do	7 1	250 4	..
8.	Enumerators Guide (Kannada).	1	13-12-1960	75,000	do	264	474	..
9.	Supervisors' Guide (English).	1	12-12-1960	15,000	do	11	188	..
10.	Reprint of Instructions to Enumerators (English).	1	23-1-1961	10,000	do	35	399	..
11.	Statement containing names of Districts, Taluks, Cities, Towns and Town-groups with their group numbers.	1	2-1-1961	2,000	do	1	250	..
12.	Household Schedule Abstract (English).	1	25-1-1961	10,500	do	1	87	..
13.	Letter to Charge Superintendents.	1	25-1-1961	1,000	do	0	109	..
14.	Household Schedule Abstracts (Kannada).	1	30-1-1961	1,50,000	do	18	399	..
15.	Circle Summary	1	1-2-1961	30,000	do	15	34	..
16.	District Summary	1	31-1-1961	200	do	0	52	..
17.	Supplement to Enumerators Guide (Kannada).	1	3-2-1961	65,000	do	32	308	..
18.	Charge Summary	1 + 1	3-2-1961 17-2-1961	2,000 1,000	do	1 0	8 250	..
19.	Press Note regarding filling up "Religion" column in the case of Veerasaivas (Press Note in English and Kannada).	1 + 1	11-2-1961	English—2,000 Kannada--60,000	do	5	86	..

Note :— (i) The date shown in col. 4 is the date on which the printing of the concerned form (shown in col. 2) was completed.
(ii) All the forms mentioned in the statement were printed on paper—supplied by M/s. Titaghur Mills, Calcutta.

APPENDIX F

ABSTRACT OF TOURS OF THE SUPERINTENDENT OF CENSUS OPERATIONS

MYSORE STATE

Date of departure	Date of return	Destination	No. of hours of conference & discussion	Places visited en route	No. of miles travelled by road
1	2	3	4	5	6
3-5-1959	5-5-1959	Mysore			86×2 miles
25-7-1959	25-7-1959	K. G. F.			60×2 miles
27-7-1959	1-8-1959	Bhadravathi & Mysore		Bhadravathi, Hassan, Mysore	By Rail
22-9-1959	1-10-1959	Delhi		Delhi	By Air
20-11-1959	22-11-1959	Mysore		Mysore	By Rail
3-12-1959	13-12-1959	Bijapur and on to Bombay on 11-12-1959 and 12-12-1959 availing C.L.		Bijapur, Belgaum, Dharwar, Hubli	By Rail
24-12-1959	27-12-1959	Mysore		Mysore	86×2 miles
11-1-1960	12-1-1960	Madras		Madras	By Air
22-2-1960	25-2-1960	Delhi		Delhi	By Air
4-4-1960	4-4-1960	Yelahanka	1 hour	Yelahanka	By own car—19 miles
7-4-1960	7-4-1960	Yelahanka	1 hour 30 minutes.		By bus arranged for District Census Officers—19 miles
11-4-1960	12-4-1960	Chickmagalur	3 hours 30 minutes.	Chickmagalur, Hassan	160×2 miles by Van
18-4-1960	18-4-1960	Tumkur	2 hours	Tumkur	46×2 miles by Van
27-4-1960	27-4-1960	Kolar, Mandya, Frazerpet.	2½ hours	Kolar	44×2 miles by Van
5-5-1960	11-5-1960	Mercara, Mangalore, Shimoga, Bhadra Reservoir Site & Chitradurga.	15 hours	Mercara, Mandya, Kushalnagar, Basavanahalli, Bhagamandala, Talakaveri, Virajpet, Ponnampet, Pollibetta, Siddapur, Mangalore, Sampage, Sullia, Putthur, Pane Mangalore, Dharmasthala, Bantwal, Belthangadi, Ujjare, Manipal, Udupi, Malpe, Venoor, Mudabidri, Karkala, Agumbi, Thirthahalli, Shimoga, Bhadra Reservoir Site, Madhal, Hiremalali, Bhadravathi, Joldhal, Channagiri, Holalkere, Chitradurga, Jogimatti, V. V. Sagara, Hiriyyur, Sirsi, Tumkur, Nelamangala.	By Van 947¾ miles
25-5-1960	31-5-1960	Yellapur, Gokarna, Dandeli, Supa, Belgaum, Dharwar, Shimoga.	15 hours	Yellapur, Davanagere, Hubli, Gokarna, Honnawar, Kumta, Dandeli, Karwar, Sadasivagad, Majali, Ankola, Arebail, Supa, Haliyal, Khanapur, Belgaum, Dastikoppa, Dharwar, Mundgod, Katur, Malagi, Sirsi, Siddapur, Shimoga, Huliyyur, Boranakanive Bellara, Chiknaikanahalli, Gubbi.	By Van—1212 miles

APPENDIX F—Contd.

Date of departure	Date of return	Destination	No. of hours of conference & discussion	Places visited on route	No. of miles travelled by road
1	2	3	4	5	6
13-6-1960	13-6-1960	Mysore	2 hours 30 minutes.	Mysore	By Van—86 × 2 miles
21-6-1960	24-6-1960	Bombay		Bombay	By Air
4-8-1960	13-8-1960	Delhi		Delhi	By Air
16-10-1960	18-10-1960	Belgaum & Gokak	3 hours	Belgaum, Gokak, Konnur, Ghataprabha, Hukkeri.	By Van 840 miles
26-10-1960	28-10-1960	Mysore, Chamara- nagar, Nagarhole, Gundlupet, Mercara		Mysore, Chamara- nagar, Budipa- daga, Gundlupet, Mulehole, Panjahalli, Murkal, Nagarhole, Kutta, Ponnampet, Gonikoppal, Pollibetta, Siddapur, Mercara, Mercara, Konanur, Sravanabelagola.	By Van 674 miles (with Registrar General).
29-10-1960	1-11-1960	Chitradurga, Hubli, Badami, Bagalkot Gokak, Belgaum		Chitradurga, Hubli, Annigeri, Naval- gund, Nargund, Badami, Pattada- kal, Guledgud, Bagalkot, Dupada- hal, Konnur, Gokak Falls, Gokak, Belgaum.	By Van 946 miles (with Registrar General).
21-11-1960	21-11-1960	Maralur, Kaidala	2 hours	Maralur, Kaidala, Gulur	By Van 101 miles
29-11-1960	29-11-1960	Hassan	2 hours	Hassan	By Van 250 miles
11-12-1960	12-12-1960	Sivasamudram, Koll- gal, Thirumakudlu- Narasipur.	2 hours	Kanakapura, Suvarnamukhi, project, Sivasamudram, Kollegal, Madeswara Hills, Kowdle, Rama- puram, Hanur, Thirumakudlu Narasipur.	By Van 328 miles
25-12-1960	1-1-1961	Gadag, Ron, Gajen- dragad, Naregal, Badami, Bagalkot, Bijapur, Indi, Bel- gaum, Jamkhandi, Chikkodi, Saundatti Yellamma, Dharwar, Hubli, Haveri.	13 hours	Chitradurga, Hubli, Gadag, Ron, Gajendragad, Naregal, Badami, Banasankaria, Mahakoota, Aihole, Bagalkot, Bijapur, Indi, Jam- khandi, Chikkodi, Belgaum, Bail- hongal, Saundatti Yellamma, Dharwar, Kundgol, Shiggaon, Hanagal, Haveri.	By Van 1355 miles
17-1-1961	25-1-1961	Belgaum, Chikodi, Hukkeri, Bagalkot, Hungund, Raichur, Gulbarga, Munira- bad, Koppal, Hos- pet, Bellary, Pava- gada.	20 hours	Belgaum, Sankeswar, Nippani, Chikkodi, Hukkeri, Hidkal, Bagal- kot, Sangam, and Kudala Sangam, Hungund, Mudgal, Lingsugur, Hatti Gold Mines, Raichur, Sedam, Gulbarga, Jewar- gi, Shahapur, Yadgir, Sindhnoor, Gangavathi, Munirabad, Koppal, Yelburga, Kushtagi, Hospet, San- dur, Kudligi, Bellary, Molakal- muru, Pavagada, Nagalmadike, Madhugiri, Koratagere, Tumkur.	By Van 1779 miles
27-1-1961	1-2-1961	Bhadravathi, Shimoga, Jog, Kargal, Linga- namakki, Siddapur, Bhatkal, Thirthahalli, Chikmagalur.	10 hours	Bhadra Project Site, Bhadravathi, Shimoga, Sagar, Jog, A.B. Site, Malali Tunnel Site, Talakalale Dam Site, Kargal, Langanamakki Dam Site, Siddapur, Sirsi, Bana- vasi, Sorab, Shiralakoppa, Sagar, Bhatkal, Murdeshwar, Baidoor, Kollur, Thirthahalli, Sringeri, Kalasa, Mudigere, Chikmagalur.	By Van—1355½ miles

APPENDIX F—*Concl'd.*

Date of departure	Date of return	Distination	No. of hours of conference & discussion	Places visited on route	No. of miles travelled by road
1	2	3	4	5	6
6-2-1961	7-2-1961	Mysore	5 hours	Mysore, Srirangapatna, Pandavapura, Krishnarajapet, Nagamangala, Mandya, Maddur, Channapatna, Ramanagara.	} By Van—547 miles (6-2-1961 to 9-2-1961)
8-2-1961	9-2-1961	K.G.F. Srinivasapura, Sidlaghatta, Chikkaballapur.	8 hours	Hosakote, Malur, Sivarapatna, K.G.F., Mulbagal, Srinivasapur, Chintamani, Sidlaghatta, Chikkaballapur.	
16-2-1961	28-2-1961	Chitradurga, Dharwar, Belgaum, Hubli, Chikkodi, Jamkhandi, Bidar, Gulbarga, Bijapur, Shimoga, Mangalore.	30 hours	Sira, Tavarekere, Hiriya, Chitradurga, Daddasiddavanahalli, Challakere, Nerlakunte, Jagalur, Keehenahalli, Kottur, Harpanahalli, Davangere, Motibennur, Dharwar, Belgaum, Kakati, Kambargi, Muchandi, Sambra, Balekundri, Hubli, Anchatgeri, Narendra, Nippani, Chikkodi, Ankate, Jamkhandi, Kalyani, Humnabad, Chitgnppa, Bidar, Nanbad, Bhalki, Santpur, Aurad, Gulbarga, Farkatabad, Mudhol, Gogipet, Golgeri, Sindgi, Bijapur, Bilgi, Khanapur, Karwar, Hirekerur, Honnali, Shimoga, Mangalore, Suratkal, Mulki, Katapadi, Udipi, Karkal, Mudabidri, Belthangadi, Bantwal, Puttur, Vitla, Sampaje, Mercara, Pollibetta, Gonikoppal, Kutta, Karapur.	By Van 2579 miles
3-3-1961	3-3-1961	Mysore		Mysore	By Van 86 × 2 miles
20-3-1961	28-3-1961	At Delhi on leave		Belgaum and Hubli	By Train
	30-3-1961	Bangalore.			
22-5-1961	26-5-1961	Trivandrum	3 days	Trivandrum	By Air
6-7-1961	6-7-1961	Mysore		Mysore	By Van 86 × 2 miles
7-8-1961	9-8-1961	Belgaum		Belgaum	By Van 726½ miles
12-8-1961	12-8-1961	Mysore		Mysore	By Van—Tour with Deputy Registrar-General. 86 × 2 miles.
16-8-1961	20-8-1961	Gulbarga		Gulbarga	By Train
23-10-1961	28-10-1961	Belgaum, Poona, and Gulbarga.		Belgaum, Poona, Gulbarga, Yadgir and Raichur.	By Van 1476 miles
31-10-1961	31-10-1961	Mysore		Mysore	By Van 86 × 2 miles
27-11-1961	29-11-1961	Mudigere, Naravi and Gorur.		Hassan, Belur and Belthangadi	By Van 509 miles

APPENDIX G

BUDGET ESTIMATES FOR 1958-59, 1959-60, 1960-61, 1961-62 AND 1962-63.

Head of Account and Description	Budget Estimates					Actual Expenditure				
	1958-59	1959-60	1960-61	1961-62	1962-63	1958-59	1959-60	1960-61	1961-62	1962-63
'A' SUPERINTENDENCE										
A1. Pay of Officers	..	9,000	38,100	36,500	28,900	..	17,938	29,788	29,878	54,748
A2. Pay of Estt.	..	8,000	23,000	31,800	50,800	..	8,760	31,565	50,408	41,859
A3. Allowances, Hon. etc.	..	7,000	33,700	33,900	14,500	500	10,188	18,672	13,255	11,172
A4. Other Charges	..	2,000	43,900	30,300	59,800	..	29,965	1,01,468	51,860	32,417
Total 'A' Superintendence	..	26,000	1,38,700	1,32,500	1,54,000	500	66,851	1,81,493	1,45,401	1,40,196
'B' ENUMERATION										
B1. Pay of Estt.	1,46,000	25,000	1,43,513	..
B2. Allowances, Hon. etc.	96,800	25,300	16,215	1,62,214	..
B3. Hon. to Enumerators	2,00,000	8,00,000	3,06,722	5,20,676	4,461
B4. Other Charges
Total 'B' Enumeration	4,43,200	8,50,300	3,22,937	8,26,403	4,461
'C' ABSTRACTION AND COMPILATION.										
C1. Pay of Officers	9,000	31,200	5,000	9,867	34,881	19,951
C2. Pay of Estt.	1,800	15,25,600	1,60,000	44,534	12,46,972	2,18,432
C3. Allowances, Hon. etc.	8,300	1,61,400	15,800	10,132	61,414	63,775
C4. Other Charges	7,000	48,000	16,700	8,215	41,814	11,212
Total 'C' Abstraction and Compilation.	26,100	17,66,200	1,99,000	72,748	13,85,082	3,13,370
'D' PRINTING AND STATIONERY.										
..	..	1,000	50,000	50,000	2,50,000	..	3,665	54,402	52,662	38,778
Total Grant No. 53 Census.	..	27,000	6,58,000	27,99,000	6,03,000	500	70,516	6,31,580	24,09,548	4,96,805

APPENDIX H

Copy of Official Memorandum No. CEN 14 ALC 60, dated 21st November, 1960 as amended by Para 2 and 3 of O.M. No. CEN 14 ALC 60-61/B, dated 8th March, 1963 from the Superintendent of Census Operations in Mysore, Bangalore, addressed to (1) The Deputy Commissioners of Districts, (2) The District Census Officers of Districts, (3) The City Census Officers, (4) The Charge Superintendents and (5) The Divisional Deputy Superintendents of Census Operations.

Instructions have been issued in Circular No. 7 to make provision for the appointment of an adequate number of reserve Supervisors and Enumerators not falling short of 10 per cent of the regulars. The District Census Officers and other authorities empowered by the State Government

Notification No. RDF 2 TCN 60, dated 2nd February 1960 have been taking action to approve the list of persons proposed by the Charge Superintendents for appointment as Supervisors and Enumerators. It has further been made clear in this Office letter No. CEN 72 EST 60, dated 7th November 1960 that the imparting of training in enumeration techniques is as much necessary to the reserve Supervisors and Enumerators as it is to the regulars. According to the Census calendar, the training for the Supervisors will be held between 21st November 1960 and 8th December 1960 and for Enumerators between 10th December 1960 and 7th January 1960.

2. The regular Enumerators who do the actual enumeration will get remuneration at one rupee per 40 persons enumerated or 2½ np. per head in urban areas. In rural

APPENDIX H—*concl'd.*

charges, the rate of remuneration would be one rupee for 50 persons enumerated or 2 nP. per head. The remuneration to the Enumerator is subject to a minimum of Rs. 2 for each populated block and the amount should be rounded off to the nearest Naye paise.

3. In the case of Supervisors, payment of remuneration will be made at one rupee per 150 persons or 2/3 nP. per head in urban circles or one rupee per 188 persons or 0.533 nP. per head in rural charges. This is, however, subject to a minimum of one rupee per inhabited block in the circle.

4. Though most of the reserve Supervisors and Enumerators may not be called upon for active work, they have to make journeys between the place of their residence and the place where the training classes will be organised as they have to undergo the full training and should be ready to take up regular work in an emergency. Such of the reserve Supervisors and Enumerators as attend the training classes

and will not, due to their not being actually put on enumeration work, be eligible for the remuneration will therefore be allowed travelling allowance at rates admissible to them in their own offices.

5. It is only after the completion of the enumeration that the particulars of the reserve Supervisors and Enumerators who were not drafted for active service would be available finally. Hence bills for Travelling Allowance to the reserve Supervisors and Enumerators can be preferred only after completion of the enumeration. The Charge Superintendents will prepare the bills towards the honorarium of the regulars. Bills for the travelling allowance charges of the reserves have to be prepared by the drawing officers of these reserves and forwarded by the Charge Superintendents with a certificate of attendance at training classes. Both remuneration bills and travelling allowance bills should be sent to this office through the respective District Census Officers/City Census Officers.

APPENDIX I

Copy of Official Memorandum No. CEN 14 ALC 60, dated 4th February, 1961 from the Superintendent of Census Operations, Mysore, Bangalore, addressed to (1) The Deputy Commissioners of Districts, (2) The District Census Officers of Districts, (3) All City Census Officers, (4) The Accountant General, Mysore, Bangalore, (5) The Charge Superintendents (6) The Divisional Deputy Superintendents of Census Operations, (7) The Commissioner, Corporation of the City of Bangalore and (8) The Municipal Commissioner, Mysore City Municipality.

In this office O. M. No. CEN 14 ALC 60, dated 21st November 1960, a remuneration of Rs. 15 per Block to Enumerators and Rs. 4 per Block to Supervisors has been fixed to cover the expenses for attending a minimum of Six training classes and for equipping themselves with stationery, ink, pen, etc., and the out of pocket expenses during the actual enumeration. The distance that has to be covered by these Supervisors and Enumerators from

their residence to the place of enumeration will not generally be more than five miles. However, in certain backward tracts where sufficient number of officials or other educated persons suitable for appointment as Enumerators and Supervisors cannot be found locally and in such exceptional cases the enumeration staff has been drawn from other areas and they have to traverse a distance of more than five miles from their normal place of employment to reach their respective Blocks. Such officials should in all fairness be given the option of claiming either the honorarium or the travelling allowance admissible to them in their own offices.

2. The Supervisors and the Enumerators may be paid the remuneration at the rates prescribed in this office O. M. No. CEN 14 ALC 60, dated 21st November 1960, or allowed to exchange the above honorarium to the actual travelling allowance admissible to them in their own offices at their option for the journeys performed by them in attending the training classes and also for the purpose of doing actual enumeration or for supervision work as the case may be.

APPENDIX J

STATEMENT SHOWING THE DISTRIBUTION OF APPOINTMENT ORDER FORMS RELATING TO
ENUMERATORS AND SUPERVISORS.

Sl. No.	Name of District/ City	Enumerators' appointment order forms supplied	Supervisors' appointment order forms supplied	Sl. No.	Name of District/ City	Enumerators' appointment order forms supplied	Supervisors' appointment order forms supplied
1	2	3	4	1	2	3	4
1.	Bangalore City ..	5,050	265	13.	Kolar ..	2,625	545
2.	Bangalore ..	2,750	1,030	14.	Mandya ..	2,125	280
3.	Belgaum ..	4,195	910	15.	Mysore City ..	750	205
4.	Bellary ..	1,700	375	16.	Mysore ..	3,350	690
5.	Bidar ..	1,215	270	17.	Shimoga ..	3,250	400
6.	Bijapur ..	3,075	675	18.	Tumkur ..	3,325	1,670
7.	Chikmagalur ..	2,000	350	19.	North Kanara ..	1,745	430
8.	Coorg ..	780	115	20.	Raichur ..	4,125	460
9.	Dhrwar ..	3,465	760	21.	South Kanara ..	2,750	675
10.	Gulbarga ..	3,265	585				
11.	Chitradurga ..	1,910	420		Total ..	55,575	11,435
12.	Hassan ..	2,125	345				

APPENDIX K

CENSUS CALENDAR

31st August 1960	..	Completion of House-listing
15th September 1960	..	Completion of constitution of Circles and Blocks and tentative allocation of staff.
21st September 1960	..	Marking of Census divisions on the charge maps.
30th September 1960	..	Submission of Charge List and Map to District/City Census Officer
7th October 1960	..	Submission of Charge Lists and Maps by the District/City Census Officer to the Superintendent of Census Operations.
15th October 1960	..	Commencement of training of Charge Superintendents in enumeration
31st October 1960	..	Return of Charge Lists and Maps after scrutiny
7th November 1960	..	Preparation of Circle Lists and Block Lists
10th November 1960	..	Issue of appointment orders, Circle Lists, Block Lists and Guides to Supervisors
15th November 1960	..	Issue of appointment orders, Block Lists and Enumeration Guides to Enumerators
21st November 1960 to 8th December 1960.	..	Submission of indents for pads and household schedules by Charge Superintendents
30th November 1960	..	Training of Supervisors by Charge Superintendents (Class room training and practical training).
10th December 1960 to 7th January 1961.	..	Submission of indents for pads and household schedules by Supervisors
31st December 1960	..	Training of Enumerators (Class Room and Practical)
15th January 1961	..	Supply of enumeration pads, schedules, etc., to Charge Superintendents will be completed
20th January 1961	..	Supply of enumeration pads, schedules, etc., to Supervisors
31st January 1961	..	Supply of pads, schedules, etc., to Enumerators
2nd February 1961	..	Completion of entry of first three elements of Location Code in the Enumeration pads and schedules.
10th February 1961 to 28th February 1961.	..	Issue of final instructions to Enumerators
28th February 1961	..	Enumeration
1st March 1961 to 4th March 1961.	..	Enumeration of houseless persons
	..	Final check

APPENDIX K—concl.

5th March 1961	..	Preparation of Enumerator's Abstract and submission of enumeration records and abstract to the Supervisor.
6th March 1961	..	Submission of provisional circle figures and enumeration records by Supervisors to Charge Superintendents.
6th March 1961	..	Reporting of provisional charge totals by Charge Superintendents to District Census Officers and Superintendent of Census Operations.
7th March 1961	..	Preparation of District/City abstract and report of provisional District/City totals by District/City Census Officers.
10th March 1961	..	Preparation of consolidated abstract for State and intimation of provisional figures to the Registrar General.
15th March 1961 to 25th March 1961.	..	Delivery of Enumeration records at Tabulation Offices
15th March 1961	..	Publication of Provisional Totals brochure
24th March 1961	..	Submission of review of census work in the charges by Charge Superintendents
28th March 1961	..	Submission of review of census operations in the District/City by the District/City Census Officer.

APPENDIX L

NUMBER OF FORMS SUPPLIED AND USED.

Sl. No.	Name of District	Circle Summary		Charge Summary		Sl. No.	Name of District	Circle Summary		Charge Summary	
		Supplied	Used	Supplied	Used			Supplied	Used	Supplied	Used
1	2	3	4	5	6	1	2	3	4	5	6
1.	Bangalore ..	1,243	788	124	84	12.	Coorg ..	408	394	74	73
2.	Bangalore City Corporation.	546	546	21	21	13.	Belgaum ..	1,580	1,398	176	96
3.	Kolar ..	953	806	120	71	14.	Dharwar ..	1,500	1,294	191	161
4.	Tumkur ..	2,131	927	191	147	15.	Bijapur ..	1,273	1,011	119	85
5.	Chitradurga ..	747	586	90	68	16.	North Kanara..	894	787	96	73
6.	Mysore ..	1,438	1,315	181	140	17.	Bellary ..	687	674	79	57
7.	Mandya ..	764	730	87	76	18.	Bidar ..	681	660	43	39
8.	Hassan ..	639	590	103	96	19.	Raichur ..	1,160	763	287	248
9.	Chikmagalur	392	350	64	56	20.	Gulbarga ..	925	804	107	83
10.	Shimoga ..	860	755	158	144						
11.	South Kanara	901	838	84	68		Total ..	19,722	17,016	2,396	1,886

APPENDIX M

NUMBER OF ENUMERATION AND HOUSEHOLD SCHEDULE PADS, SUPPLIED AND USED

Sl. No.	Name of the place	Enumeration pads				Household Schedules				Block Abstracts	
		100 leaves pads		25 leaves pads		50 leaves pads		25 leaves pads		Supplied	Used
		Supplied	Used	Supplied	Used	Supplied	Used	Supplied	Used		
1	2	3	4	5	6	7	8	9	10	11	12
1.	Bangalore District	21,401	20,220	2,314	2,190	6,845	6,261	3,964	2,919	5,006	4,988
2.	Bangalore Corporation	7,842	7,456	4,164	3,573	2,904	2,736	4,458	1,317	1,353	1,353
3.	Kolar District ..	15,356	14,102	3,354	2,186	5,184	4,934	3,533	2,861	4,407	4,187
4.	Tumkur District ..	19,178	17,182	1,997	1,204	5,658	5,377	3,249	2,573	4,202	4,148
5.	Chitradurga District	12,273	12,163	2,189	1,047	4,105	3,951	1,886	1,284	2,460	2,410
6.	Mysore District ..	21,603	19,217	2,553	1,810	7,603	6,945	3,256	2,595	4,337	3,728
7.	Mandya District ..	10,014	7,859	1,616	1,185	3,334	3,249	1,754	1,239	2,452	2,404
8.	Hassan District ..	9,931	8,635	3,625	2,976	3,355	2,876	2,622	1,985	3,126	3,071
9.	Chikmagalur .. District.	7,583	5,730	1,364	849	2,630	2,036	1,392	926	1,674	1,656
10.	Shimoga District ..	11,044	10,802	2,031	1,811	3,805	3,741	1,962	1,871	2,442	2,422
11.	South Kanara .. District.	16,635	15,863	2,605	1,416	5,656	5,295	2,120	1,214	2,237	2,190
12.	Coorg District ..	3,524	3,253	929	599	1,384	1,264	702	652	691	690
13.	Belgaum District ..	22,904	19,874	3,418	2,173	8,326	7,305	2,306	1,799	3,143	3,006
14.	Dharwar District ..	21,263	19,805	1,744	1,152	7,032	6,672	2,569	2,099	3,022	2,860
15.	Bijapur District ..	19,684	17,286	3,200	2,081	7,949	6,783	2,806	1,693	2,626	2,350
16.	North Kanara .. District.	8,503	7,396	1,464	844	2,861	2,561	1,782	1,397	2,239	2,175
17.	Bellary District ..	9,815	8,540	855	529	3,964	3,708	1,122	981	1,796	1,792
18.	Bidar District ..	7,656	7,425	2,262	1,973	2,675	2,616	902	798	1,243	1,208
19.	Raichur District ..	11,841	11,651	1,758	1,369	4,566	4,474	1,394	1,356	2,366	2,218
20.	Gulbarga District ..	19,079	15,437	2,735	869	6,757	5,831	2,726	1,552	2,916	2,610
	Total ..	2,77,129	2,49,906	46,777	31,836	96,593	88,615	46,436	33,091	53,738	51,456

APPENDIX N

I have received to-day the following quantities of census books and forms required for training and enumeration in.....charge.

- (1) No. of Circle Lists ..
 (2) No. of Block ab-forms ..
 (3) White paper ..
 (4) Rubber Stamps ..
 (5) Enumerator's Guide ..
 (6) Enumeration Pads ..
 Black : ..
 Books of 100 ..
 Books of 25 ..
 (7) Household Schedules ..
 Black : ..
 Books of 50 ..
 Books of 25 ..
 (8) Others : ..
 (9) Posters K ..

- (10) Posters E ..
 (11) Business reply cards ..
 (12) Gunny Bags ..

Signature and Designation.

Copy to Charge Superintendent.....
 for information. The receipt of the books and forms in his
 office may be acknowledged.

(tear off _____
 here).

(Acknowledgement to be forwarded to the
 Superintendent of Census Operations).

Received the census books and forms required for train-
 ing and enumeration in this Charge sent through Sri.....

Place :

Date : *Charge Superintendent.*

APPENDIX O

NUMBER OF CHARGE OFFICERS, ENUMERATORS, SUPERVISORS AND
AVERAGE NUMBER OF HOUSEHOLDS.

Sl. No.	Name of District	No. of Charge Officers	Average Number of households per			Name of District	No. of Charge Officer	Average Number of households per			
			Charge Officer	Enumerator	Super-visor			charge Officer	Enumerator	Super-visor	
1		2	3	4	5	1	2	3	4	5	
1.	Bangalore	24	11,933	111	718	11.	South Kanara	9	28,658	125	765
2.	Bangalore City Corporation	21	8,342	129	815	12.	Coorg ..	5	13,103	130	744
3.	Kolar	28	8,769	148	1,002	13.	Belgaum ..	17	20,966	132	780
4.	Tumkur	21	12,474	113	434	14.	Dharwar ..	28	12,262	115	777
5.	Chitradurga	21	9,345	122	962	15.	Bijapur ..	20	14,956	118	735
6.	Mysore	33	9,450	125	757	16.	North Kanara	18	6,996	104	494
7.	Mandya	17	10,089	129	773	17.	Bellary ..	10	18,187	121	702
8.	Hassan	18	9,153	158	841	18.	Bidar ..	9	13,799	119	875
9.	Chikmagalur	16	6,915	131	728	19.	Raichur ..	18	12,341	103	766
10.	Shimoga	22	8,495	79	716	20.	Gulburga ..	20	14,210	111	710

APPENDIX P

NUMBER OF CIRCLES AND BLOCKS IN RURAL AND URBAN AREAS.

District	Urban		Rural		District	Urban		Rural			
	No. of Circles	No. of Blocks	No. of Circles	No. of Blocks		No. of Circle	No. of Blocks	No. of Circles	No. of Blocks		
1	2	3	4	5	1	2	3	4	5		
1.	Bangalore ..	233	1,735	286	3,733	12.	Kolar ..	88	556	198	3,981
2.	Belgaum ..	99	590	352	2,454	13.	Mandya ..	41	187	169	2,244
3.	Bellary ..	60	372	209	1,399	14.	Mysore ..	107	637	299	2,969
4.	Bidar ..	22	121	125	959	15.	North Kanara ..	32	181	219	1,733
5.	Bijapur ..	82	465	352	2,264	16.	Raichur ..	50	719	271	1,994
6.	Chikmagalur ..	26	159	125	1,469	17.	Shimoga ..	70	434	189	2,179
7.	Chitradurga ..	25	266	162	2,089	18.	South Kanara ..	73	401	264	1,760
8.	Coorg ..	14	70	74	634	19.	Tumkur ..	40	242	564	4,368
9.	Dharwar ..	131	820	326	2,250						
10.	Gulburga ..	68	356	323	2,190						
11.	Hassan ..	31	178	269	3,241						
	Total ..							1,292	8,489	4,776	43,910

APPENDIX Q

DISTRICT CENSUS CHARGES (HONORARIUM TO ENUMERATION STAFF).

Sl. No.	District	No. of Supervisors	No. of Enumerators	Honorarium paid	
				Houselisting	
1	2	3	4	5	6
				Rs.	np.
1.	Bangalore	614*	3,939*	5,326	50
2.	Belgaum	457	2,701	5,760	13
3.	Bellary	259	1,506	1,834	10
4.	Bidar	142	1,042	674	00
5.	Bijapur	407	2,541	2,397	00
6.	Chickmagalur	152	845	1,891	84
7.	Chitradurga	204	1,609	3,758	18
8.	Coorg	88	504	435	00
9.	Dharwar	442	2,973	2,494	14
10.	Gulbarga	400	2,549	2,117	00
11.	Hassan	196	1,045	7,212	00
12.	Kolar	245	1,657	6,288	77
13.	Mandya	222	1,329	2,337	33
14.	Mysore	412	2,491	3,458	75
15.	North Kanara	255	1,205	1,346	00
16.	Raichur	290	2,165	4,166	00
17.	Shimoga	261	2,349	4,932	50
18.	South Kanara	337	2,064	4,543	75
19.	Tumkur	604	2,311	8,575	75
Total		5,987	36,825	69,547	74
				Rs.	np.
				14,259	20
				4,274	38
				2,527	00
				1,932	29
				6,219	03
				2,261	00
				2,118	00
				1,241	71
				3,806	46
				5,157	49
				1,895	00
				1,339	00
				5,437	79
				3,650	40
				345	73
				2,677	61
				3,163	25
				1,268	46
				2,215	00

* Figures include the Enumerators and Supervisors appointed for Bangalore City Corporation also.

APPENDIX Q—(concl.d.)

Sl. No.	District	Honorarium paid											
		Supervision		Enumeration		Total							
		1960-61	1961-62	1960-61	1961-62	1960-61	1961-62						
1	2	7	8	9	10	11	12						
		Rs.	nP.	Rs.	np.	Rs.	nP.	Rs.	nP.	Rs.	nP.		
1.	Bangalore	4,983	00	10,176	18	19,592	00	37,368	47	29,901	50	61,803	85
2.	Belgaum	3,619	00	7,380	21	8,770	00	27,011	72	18,149	33	38,666	31
3.	Bellary	2,375	00	2,767	55	5,685	00	13,634	59	9,894	10	18,929	14
4.	Bidar	1,272	00	2,330	79	3,316	00	10,221	39	5,262	00	14,484	47
5.	Bijapur	3,800	00	5,417	41	8,468	00	26,169	87	14,665	00	37,806	31
6.	Chikmagalur	1,276	00	2,014	43	5,054	00	7,321	34	8,221	84	11,596	77
7.	Chitradurga	1,825	00	4,251	59	7,687	00	13,836	01	13,270	18	20,205	60
8.	Coorg	754	00	1,014	55	2,185	00	4,475	89	3,374	00	6,732	15
9.	Dharwar	4,156	00	6,927	81	10,384	00	31,252	41	17,034	14	41,986	68
10.	Gulbarga	3,532	00	4,177	79	8,184	00	20,785	99	13,833	00	30,121	27
11.	Hassan	2,721	00	2,176	31	10,983	00	8,136	47	20,916	00	12,207	78
12.	Kolar	2,500	00	4,762	00	15,050	00	12,317	32	23,837	77	18,419	11
13.	Mandya	1,731	00	3,184	69	7,667	00	11,028	30	11,735	33	19,650	78
14.	Mysore	3,664	00	5,777	64	11,992	00	23,544	00	19,114	75	32,972	04
15.	North Kanara	2,222	00	1,591	38	5,956	00	8,371	38	9,524	00	10,308	49
16.	Raichur	2,760	00	3,259	73	7,369	00	15,252	70	14,295	00	21,190	04
17.	Shimoga	1,960	00	3,787	25	7,699	00	11,368	66	14,591	50	18,319	66
18.	South Kanara	3,163	00	5,482	72	7,311	00	25,178	02	15,017	75	31,929	20
19.	Tumkur	5,680	00	1,777	87	14,807	00	21,081	97	29,062	75	25,074	84
	Total	53,993	00	78,258	69	1,68,159	00	3,28,356	50	2,91,699	74	4,72,403	99

APPENDIX R

Copy of letter No. 16-3-60-RG, dated 2nd January 1961 of the Registrar General, India, New Delhi, addressed to all the Superintendents of Census Operations.

Subject.—Sample verification 1961.

I have to say that the total numbers of blocks formed in your State in the rural and urban sectors, separately, are required for drawing up instructions for sample verification. Blocks in inaccessible areas may be left out of account in this connection, as it is not intended to conduct sample verification in such areas. It is requested the number may kindly be intimated urgently. The standard instructions are that in the rural areas a block may cover 750 persons are 150 households and that in the urban areas the figures may be 600 persons or 120 households. In certain instances, these norms have not been conformed to. A rough idea of the percentage of blocks in the State

in which these norms have been observed may kindly be given. The percentage of blocks classified by different population sizes, where the norms have not been observed may also kindly be intimated. No elaborate analysis need be made; rough impressional figures will do.

2. I have also to request that a *list of charges* separately for the rural and the urban areas may kindly be prepared as follows :—

- (i) The list should be arranged in a serpentine order. An illustrative map is attached at the end. The following remarks are given in explanation :—
 - (a) Such an order implies that it should be possible to draw on a notional map a continuous line connecting the location of the charges taken in that order. It may not have to cut itself at any point.
 - (b) Obviously, such a line will cover the entire State in a serpentine manner.

APPENDIX R—(concl.)

- (c) Connection of two charges by the line does not necessarily imply that it should be physically possible to walk over from one station to the other. In some cases, physical barriers like mountains, forests, etc., may make it difficult to do so.
- (d) A number of lists satisfying the above conditions can be drawn up. Any one of them is suitable. However, it will be preferable if charges in a district go together.
- (e) The whole object of the above procedure is to follow geographical contiguity in preparing the list so that the sample may be well spread over the State.
- (ii) The charges so arranged may be assigned a code number in the serial order. The codes will be useful in making references.
- (iii) The number of Supervisors and blocks may be recorded against each charge.

It is requested that the list of charges so prepared may kindly be sent to this office as early as possible. It will be seen that the rural and urban lists will have the following headlines :—

1. Code No.
2. Description of charge circle.
3. No. of Supervisor circles.
4. No. of blocks.

The list should be completed and final. If any changes are made subsequently, they should be duly intimated immediately. The preparation of this list is likely to make time, and hence the information asked for in para 1 may kindly be sent immediately in advance.

3. I have to add that a list of blocks in each charge may also be prepared in the following manner :—

- (i) Keeping the blocks under each supervisor circle together, the list of blocks under each charge circle may be prepared. It is desirable to observe geographical contiguity in arranging (a) blocks within a supervisor circle and (b) supervisors within a charge circle to the extent it can be done from the knowledge available in your

office without making a reference to the Districts. It is clarified that in view of the practical difficulties, it is not considered essential to insist on this being rigidly ensured. The principle is the same as explained in para 2 (1) (e) *i.e.*, the selected blocks should be well spread out. However, no other criterion in arranging supervisor's circles and blocks should be followed.

- (ii) The blocks so arranged should be given a code number in the serial order, one serial running throughout the charge. A fresh serial should run in each charge.

Taken with 2 (ii), each block will thus have a code number having two components, *viz.*, charge No. block No. The codes numbers for sample verification will be specific for the purpose and should not be mixed up with the code numbers already allotted for the main Census Operations.

- (iii) It is not necessary to send this list of blocks to this office. It may kindly be kept ready. The code numbers of the selected blocks will be intimated to you to arrange for sample verification according to instructions that will be communicated shortly. It may kindly be intimated when the list has been drawn up, *confirming* that no other order except that of geographical contiguity was observed in preparing it.

4. I may also draw attention to the points stressed in the first note on sample verification circulated before the last Conference. The identity of sample blocks should be kept secret from the charges so as to avoid bias arising from preconditioning. During training, the enumerators may be told in advance that their work will be verified and this may be given pointed emphasis to keep them on their toes. The selected supervisors for verification should be informed of their verification assignment sometime when a general assessment of their competence and reliability has been made. It may be explained clearly to them that their assignment will not be in their current jurisdiction and that they will get an extra allowance for this work. The field work for sample verification will commence on 22nd March 1961, as already decided. In the intervening period between 5-22 March the relevant records will have to be prepared, for which the details and the time schedule will be intimated shortly.

APPENDIX S

REPORT ON POST ENUMERATION CHECK

The First Circular on Post Enumeration Check was received in my Office in the early part of January 1961. Immediately after receipt of the Circular, action was taken to find out the percentage of blocks which conformed to the norms set at the time of block formation (*i.e.* about 150 households or about 750 population in case of rural areas and about 120 households or about 600 population in urban areas). A statement prepared for this purpose revealed that about 76 per cent of the rural blocks and about 30 per cent of the urban blocks did not conform to the norms set. The reason for this is obvious. In rural areas, each village with a population of about 750 or below was formed into a block. As the villages in the Southern districts of the State are all small with an average population of about 250, the percentage of non-conforming blocks had to be so high especially in rural charges. Cases are also not wanting where the blocks are made bigger than the standard size. In case of urban areas, though every precaution was taken to adhere to the set standards, some unavoidable causes such as geographic situation, etc., forced some blocks to be not according to the norms.

The same Circular required a zig-zag arrangement of rural and urban charges to facilitate drawing samples. As per the instructions of the Registrar General's Office, a line was made to pass through all the charges in a serpentine fashion. Much care was taken to see that within each district, taluks adjoining to one another came together and only after all the charges in the district were exhausted the line went to the next district. Two such maps were prepared—one for rural charges and the other for urban charges—showing the serpentine line running across the State passing through all charges.

After having made this arrangement, two lists were prepared placing the rural and urban charges in the same order as the run of the line. The number of circles and blocks in each charge was noted in these lists. The commencing number and closing number of the blocks in each charge if the rural and urban blocks were given separate running serial numbers throughout the State were noted. Then the sample blocks were located. For rural blocks the starting number was 99 and every 100th block thereafter was selected as the sample. Every 50th block was selected as the sample in urban charges with 13 as the starting number. This ensured a 1 per cent sample of blocks in rural areas and a 2 per cent sample of blocks in urban areas, drawn without any bias whatsoever.

The location code numbers and other particulars of the blocks so selected were intimated to the Charge Superintendents concerned with a request to alert Verification Officers with a working knowledge of English (with a reserve quota also) to be ready to take up the work of P.E.C. whenever required. In rural areas, if any block selected happened to

be a depopulated village, the next inhabited block was selected in its place.

The forms and instructions required for the P.E.C. were printed in English only and were distributed to the Charge Superintendents and the field staff in adequate quantities. An intensive training was given to the Charge Superintendents and Verification Officers with practical demonstrations at all training classes.

The detailed instructions to Verification Officers and Charge Superintendents drafted by the Registrar General's Office which deal with the actual preparation of the censused houselist, Verification House List, list of inmates and Verification Slip are contained in the annexure. To locate missed or duplicated houses the Verification Officer had to prepare an independent Verification House List after actual visit to each house in the Block and enquiry. This V.H.L. was compared with the Censused House List prepared by the Charge Superintendent on the basis of Household Schedules filled up during actual enumeration. To ensure that the Verification Officer actually visited sample houses selected for verification of the inmates, the Verification Officer was given the Verification slip containing the names of the inmates of each household in the selected house, with some deletions and additions of spurious names and he was asked to make entries in code against each name in the Verification Slip and also to report new names not found in Verification Slip detected during verification. The Verification Officer was told that some households had 'ghosts' in the Verification Slip and some others deletions. The detection of the 'ghosts' and deleted entries by the Verification Officer necessitated actual verification on the spot and this was a precaution against an 'all-correct' report being handed in by the Verification Officer without any physical verification.

A time table was prescribed for every item of work in the process of P.E.C. Most of the Charge Superintendents could not adhere to this programme. The principal reason for this is that the transfers of Tahsildars which had been deferred till the completion of enumeration were ordered in March 1961 and the new officers did not possess the same background as their predecessors. Also the officers found it necessary to attend to their normal work which had been neglected for nearly two months, and had to be brought up-to-date by the close of the financial year. The returns were therefore being received in my office till the middle of October 1961 though the last date prescribed for sending them here expired in May itself. The Charge Superintendents of 17 rural and 16 urban charges have not chosen to send the returns even later, and as I felt that it would not be worthwhile to pursue the matter, I dropped it there itself. Thus out of 434 rural and 159 urban blocks selected for P.E.C. returns did not come at all from 48 rural and 19 urban blocks

APPENDIX S—(concl'd.)

The results of the field work in respect of 386 rural and 140 urban blocks have been compiled.

RESULTS

The P.E.C. has disclosed that the coverage of houses was more thorough in the rural areas than in the urban areas.

Out of the 386 rural blocks for which P.E.C. records have been received so far, no houses were found either missed or duplicated in as many as 341 blocks. Missed or duplicated houses were found only in 45 out of 386 blocks. In respect of 140 urban blocks for which records have been received there were no missed houses or duplicated houses in 114 blocks. There were missed houses or duplicated houses in 26 blocks. These figures would indicate that the coverage of houses was thorough in as many as 90% of the rural blocks and about 80% of the urban blocks. The number of houses found missed in the rural blocks was only 66 and that found duplicated or wrongly included 40. As a result of the P.E.C. the number of houses in the blocks covered by the P.E.C. has increased by a net figure of 26. Considering that the rural blocks covered by the P.E.C. had 30,936 houses, the net number of houses found missed is less than one in a thousand.

A total number of 264 persons were found in the missed houses, while 109 persons were found in houses duplicated or wrongly included. The net increase in population relating to houses missed during enumeration and detected during P.E.C. is thus 155 out of a total population of 1,69,309 in the selected blocks. Thus the population figures also get affected only to the extent of one per thousand as a result of the houses which had been missed or duplicated.

The accuracy of enumeration is affected not only by entire houses getting missed or being duplicated during enumeration but also by either under-enumeration or inflation of the figures of population in the houses actually visited by the Enumerator. The verification of the number of inmates in a selected sample of houses has disclosed that the enumeration of the actual population does not come up to the same high degree of accuracy as the coverage of houses. Thus only in 136 out of the 386 rural blocks, the population of every sample household as per P.E.C. tallied completely with that of the enumeration after ignoring the 'ghosts' and omissions introduced into the Verification slip. The remaining 250 blocks had one or more households where the P.E.C. population differed from the population originally enumerated.

Instances of over-enumeration during the general enumeration were, however, very few and for a total population of 15,274 in the sample households in the rural blocks only 12 persons were found over-enumerated. 162 persons were, however, found to have been actually missed by the enumeration and another 116 persons were detected during the P.E.C. as extras, but definite information was not available as to whether they were enumerated elsewhere. If even these extras whose enumeration is not known are counted as missed by census, the total number missed would be 278 for a population of 15,274. If, however, only persons who were actually found to have been missed by the census are taken into consideration, the enumeration would be correct within 1 per cent.

I have already mentioned earlier that the performance of the urban areas was generally inferior to the rural areas so far as coverage of houses was concerned in that the houses were found missed or duplicated in nearly 20% of the urban blocks as against 10% of the rural blocks. The magnitude of the enumeration errors disclosed by the P.E.C. is also higher in the urban areas when compared with the rural areas. Thus as many as 104 houses were found missed and six houses duplicated or wrongly included out of a total of 14,486 houses in the urban blocks taken up for P.E.C. The duplicated houses were found only in one district *viz.*, Shimoga where the missed houses were found in almost all the districts. The missed houses amount to nearly 7 per thousand in urban blocks, as against one per thousand in the rural areas. The position is the same even as regards the population in the missed houses. Thus the missed houses in urban blocks account for 369 persons as against a total of 82,560 persons in the sample houses giving nearly 4½ per thousand as against less than 1 per thousand in the rural areas.

So far as the population missed by the census in the sample households is concerned, the urban areas show a slightly better performance than the rural areas. In as many as 44 blocks out of 140, the population of each sample household as per P.E.C. tallied completely with the population as per enumeration after making due allowance for omissions and 'ghosts' in Verification Slip. Only 46 persons were found duplicated or missed by the Census and 15 persons were reported extra whose enumeration was not known out of a total population of 3,460 in the sample households.

APPENDIX T

STATEMENT SHOWING THE DISTRIBUTION OF SILVER AND BRONZE CENSUS MEDALS ALLOTTED TO MYSORE STATE AMONG THE SEVERAL CATEGORIES OF CENSUS STAFF.

Category	No. of medals reserved	
	Silver	Bronze
Total number of medals allotted to the State	286	572
1. Enumerators	147	401
2. The best District Census Officer in the State and the next best	1	1
3. The best City Census Officer in the State	1	..
4. The best rural Charge Superintendent in each District and next best (but Coorg District will have only one medal for the best since the total number of rural charge Superintendents is only 3).	19	18
5. The best urban Charge Superintendent in each district and next best (Coorg will have only one medal for best urban charge superintendent as it has only two urban Charge Superintendents).	19	18
6. <i>Charge Superintendents of City Charges</i> :—		
(a) Bangalore City—for best and next best	1	1
(b) Mysore City—one for best Charge Superintendent	1	..
(c) K.G.F. City—one for best charge Superintendent	1	..
7. The best Supervisor (rural) in each District and next best	19	19
8. The best Supervisor (urban) in each District and next best	19	19
9. The Village Officer in each District who has produced the best houselist and the next best.	19	19
10. For one Village Officer in each District who has prepared the best notional map	19
11. For one Village Officer in each Division, viz., Bangalore, Mysore, Belgaum and Gulbarga Divisions, who has prepared the best notional map.	4	..
12. The best official at Taluk level in each District concerned with census work and the next best. (Coorg District to have only one medal (Silver) for the best as it has only three taluks).	19	18
13. The 'Best' District official connected with the Census work in each Division and 'Next Best'.	4	4
14. The 'Best' Supervisor of each Tabulation Office and 'Next Best'	5	5
15. 'Best' Supervisor and 'Next Best' Bangalore City	1	1
16. 'Best' Supervisor—K.G.F. City	1	..
17. 'Best' Supervisor—Mysore City	1	..
18. Medals reserved for officials of Bangalore City Corporation, Mysore City Municipality and K.G.F. Sanitary Board for preparation of Houselists—'Best' and 'Next Best'.	1	1
19. 'Best' official in each of the three City Census Offices—one for each office	1	2
	(For 'Best' among the four).	(For next two)
20. 'Best' Sorter in each of the five tabulation offices—one for each office	1	4
	(For 'Best' among the five).	(For next four)
21. 'Best' of the supervisory staff in each of the five Tabulation Offices	1	4
	(For 'Best' among the five).	(For next four)
22. 'Best' of the supervisory staff in all the five tabulation offices clubbed together	1	..
23. 'Best' official in Central Compilation Unit	1
24. Other officials of Superintendent of Census Operations Office and the offices of the Divisional Deputy Superintendents.	..	17
Total	286	572

K. BALASUBRMANYAM,
Supdt. of Census Operations, Mysore.

N.B.— In all cases where a Tahsildar, i.e., the Rural Charge Superintendent happens to be in charge of both Urban and Rural Charges within a taluk, he will be entitled to only a single medal.
Wherever medals are reserved for the 'Best and Next Best', they will be awarded silver and bronze medal respectively.

APPENDIX U

NUMBER AND LOCATION OF IMPORTANT FILES AND DOCUMENTS.

Sl. No.	Description	No. of the file
1	2	3
1.	Re : Gazetted Assistants	No. Cen. 7 Est. 60
2.	Continuance of State Census Department pending its merger in Central Census office ..	No. Cen. 8 Est. 60
3.	Office working hours	No. Cen. 5 Est. 60
4.	Annual return of establishment as on 1st March 1960	No. Cen. 48 Est. 60
5.	Appointment of Enumerators and Supervisors	No. Cen. 72 Est. 60
6.	Correspondence with Deputy Commissioner, Gulbarga, re : his furnishing names of eleven Naib Tahsildars who did survey work in Hyderabad.	No. Cen. 77 Est. 60
7.	Correspondence with Chief Secretary regarding posting of Divisional Deputy Superintendents.	No. Cen. 78 Est. 60
8.	Staff for Socio-economic survey	No. Cen. 96 Est. 60
9.	Utilisation of Census records and staff for compilation of electoral rolls	No. Cen. 2 PER. 60
10.	Use of office van	No. Cen. 140 Misc. 60
11.	Clarification of some doubts in connection with filling up individual slip and household schedule.	No. Cen. 212 Misc. 60
11A	Payment of advance T.A. and D.A. to Enumerators and Supervisors	No. Cen. 213 Misc. 60
12.	Permission to attend office one hour late, during enumeration period, by the Supervisors and Enumerators.	No. Cen. 214 Misc. 60
13.	Change of working hours of primary schools	No. Cen. 215 Misc. 60
14.	Delegation of powers—wrong authority quoted in O.M.	No. Cen. 8 Misc. 61
15.	Staff set-up of Tabulation Offices	No. Cen. 11 Misc. 61
16.	Representation of Sri Varadaraja Iyengar, U.D.C., Central Excise, for exemption from Census work.	No. Cen. 42 Misc. 61
17.	Suicide committed by Sri L. D. Ambi, Enumerator, B.L. No. 197, Athani Taluk ..	No. Cen. 98 Misc. 61
18.	Languages spoken in each District of the State	No. Cen. 232 Misc. 61
19.	Preservation of Census records	No. Cen. 309 Misc. 61
20.	Atlas maps of India and States	No. Cen. 12 Misc. 62
21.	Certain corrections to the printed proceedings of the Conference of Census Superintendents—Instructions regarding answer to question No. 5 (c).	No. Cen. 1 Con. 60
22.	Imparting of instructions to District Census Officers in houselisting and numbering ..	No. Cen. 2 Con. 60
23.	Notes and agenda for the II Conference of State Census Superintendents to be held at Delhi from 5th to 13th August 1960.	No. Cen. 4 Con. 60
24.	II meeting of the Divisional Deputy Superintendents of Census Operations to discuss the progress of Tabulation work—Meeting fixed for 28th June 1961.	No. Cen. 1 Con. 61
25.	Proposed III—Conference of the Superintendents of Census Operations to be held at Delhi in February, 1962.	No. Cen. 2 Con. 61
26.	Accommodation for Census Office	No. Cen. 1 Acm. 60
27.	R.G.—Hiring of accommodation for Tabulation Office	No. Cen. 2 ACM. 60
28.	From E.E. Buildings Division, Bangalore, re : rent payable by the Centre for the portion of the State office occupied by the Centre.	No. Cen. 4 Acm. 60
29.	Securing suitable accommodation for Divisional offices Other than Bangalore	No. Cen. 6 ACM. 60
30.	Issue of Notifications under the Census Act	No. Cen. 1 CPO. 60
31.	Co-operation of Defence Establishments in Census work	No. Cen. 4 CPO. 60
32.	Language controversy in Belgaum	No. Cen. 5 CPO. 60
33.	Instructions to Enumerators—Letter suggesting modifications of instructions re : Q. No. 8	No. Cen. 5A CPO. 60
34.	Naming or numbering of the roads, lanes, etc.—Meeting the expenditure connected with ..	No. Cen. 8 CPO. 60
35.	Rural and urban classification	No. Cen. 9 CPO. 60
36.	Entering of Scheduled Castes and Scheduled Tribes in the houselist form—Accepting the suggestion of the Registrar General.	No. Cen. 10 CPO. 60
37.	Local names of different kinds of land tenure in Districts	No. Cen. 12 CPO. 60
38.	Results of the II Pre-Test	No. Cen. 13 CPO. 60
39.	Instructions for Census house numbering	No. Cen. 14 CPO. 60
40.	Enumeration arrangements in large Railway colonies	No. Cen. 15 CPO. 60

APPENDIX U—(Contd.)

Sl. No.	Description	No. of the file
1	2	3
41.	Coastal areas—enumeration—arrangements for people living in house-boats	No. Cen. 16 CPO. 60
42.	Census house-numbering—Supplementary instructions for house-numbering and listing ..	No. Cen. 20 CPO. 60
43.	Co-operation of jail authorities and police staff in Census work	No. Cen. 21 CPO. 60
44.	Arrangements for Census work in major project areas	No. Cen. 23 CPO. 60
45.	Arrangements for Census in Dandeli Industrial area	No. Cen. 26 CPO. 60
46.	Household schedule abstract—Instructions regarding additional entries to be made (i) Number of occupied houses (ii) Number of households.	No. Cen. 28 CPO. 60
47.	Constitution of enumeration blocks and circles and instructions for filling up the Chargelist or General Register of villages.	No. Cen. 27 CPO. 60
48.	Enumeration of fishermen in coastal areas Arrangements for proper enumeration ..	No. Cen. 31 CPO. 60
49.	Re : Utilisation of Census machinery in urban areas for intensive revision of electoral rolls	No. Cen. 33 CPO. 60
50.	Asking questions and obligation to answer them	No. Cen. 35 CPO. 60
51.	Enumeration of houseless persons	No. Cen. 36 CPO. 60
52.	Arranging for the issue of Notification by Government under Section 8 of Census Act, 1948, regarding questions to be put to the enumerated.....	No. Cen. 40 CPO. 60
53.	Fairs and festivals falling in February-March, 1961—Special enumeration arrangements, if any, necessary in such places.	No. Cen. 41 CPO. 60
54.	The Location Code for 1961 Census	No. Cen. 42 CPO. 60
55.	Notional village Maps—Preparation of	No. Cen. 44 CPO. 60
56.	Forwardal of printed Charge-list forms to the Charge Superintendents and instructions for the preparation of the Charge Lists.	No. Cen. 45 CPO. 60
57.	Prescribing of a calendar for Census work, 1961	No. Cen. 46 CPO. 60
58.	Special enumeration of technically qualified personnel in Mysore	No. Cen. 49 CPO. 60
59.	Certain clarifications regarding filling up of household schedule—Inter-caste marriages, wife owning and cultivating lands, etc.	No. Cen. 50 CPO. 60
60.	Circular letter to all District Census Officers and City Census Officers and Charge Superintendents requiring the Charge Superintendents of urban and rural units to furnish a joint certificate re : completion of house-numbering in and around Towns and Cities.	No. Cen. 54 CPO. 60
61.	Enumeration—Special arrangements regarding pilgrims on board the railways ..	No. Cen. 55 CPO. 60
62.	Enumeration of foreign diplomatic personnel at the 1961 Census	No. Cen. 56 CPO. 60
63.	Instructions to Charge Superintendents to serially number the enumeration and household schedule pads before issue to Enumerators.	No. Cen. 57 CPO. 60
64.	Enumeration of Institutional population	No. Cen. 5 CPO. 61
65.	Children's Census on 1st, 2nd and 3rd February, 1961	No. Cen. 6 CPO. 61
66.	Instructions for recording of answers to Question No. 5 (b) Religion and reply to the President, All-India Veerasaiva Mahasabha, Dharwar, re : recording of Lingayets or Veerasaivas.	No. Cen. 8 CPO. 61
67.	Enumeration of ports and of the seafaring population	No. Cen. 9 CPO. 61
68.	Certain instructions regarding compilation and forwardal of provisional totals by the Charge Superintendents.	No. Cen. 10 CPO. 61
69.	Despatch of enumeration records—Issues instructions regarding	No. Cen. 12 CPO. 61
70.	Instructions regarding use of Household Schedules in respect of bechirak villages and non-dwelling units.	No. Cen. 13 CPO. 61
71.	Evaluation of Census work for award of Census Medals, etc.	No. Cen. 14 CPO. 61
72.	Visit of the Registrar General to Mysore State during the last week of 1960	No. Cen. 7 TRS. 60
73.	Monthly progress reports to the Registrar General re : progress of Census work in the State	No. Cen. 1 Misc. 60
74.	Post and Telegraph facilities—Use of special stamp cancellation slogan, etc. ..	No. Cen. 2 Misc. 60
75.	Divisional Commissioner and Deputy Commissioners of Belgaum Division meeting the Secretary to Government, L.S.G. and Public Health Departments, on 26th February 1960 at Bangalore—Proposal to discuss census arrangements with them in language controversy areas.	No. Cen. 5 Misc. 60
76.	Tabulation of languages for 1961 Census	No. Cen. 13 Misc. 60
77.	Survey of handicrafts as supplementary project of the 1961 Census	No. Cen. 15 Misc. 60
78.	Re : Holi feast on 2nd March 1961—Need for postponing the deadline for forwardal of First Figures.	No. Cen. 19 Misc. 60

APPENDIX U—(Contd.)

Sl. No.	Description	No. of the file
1	2	3
79.	Permanent maintenance of house-numbering after 1961—Comments of Superintendent of Census Operations called for.	No. Cen. 20 Misc. 60
80.	Enumeration of Scheduled Castes and Scheduled Tribes at the 1961 Census	No. Cen. 21 Misc. 60
81.	Letter to M/s. P. N. Ganeshan (Pvt.) Ltd. re: hire of comptometers	No. Cen. 26 Misc. 60
82.	Territorial changes that have happened since 1951 Census—alterations to Municipal boundaries, etc.	No. Cen. 27 Misc. 60
83.	Indian army firing practice in Gokak range—Government in Revenue Department approached for firing practice after 10th March 1961.	No. Cen. 30 Misc. 60
84.	Population of Metropolitan Cities—Causes for increase, etc.	No. Cen. 35 Misc. 60
85.	Authorised Municipal Divisions	No. Cen. 40 Misc. 60
86.	Intimation of Census designation to the postal authorities—Instructions to Deputy Commissioners of Districts, etc.	No. Cen. 43 Misc. 60
87.	List of villages sprung up or gone out of existence since 1951	No. Cen. 56 Misc. 60
88.	Census awards and certificates	No. Cen. 63 Misc. 60
89.	Preparation of local calendar of important events to arrive at reasonable approximation of age.	No. Cen. 75 Misc. 60
90.	Levy and recovery of storage charge in Railways on Census parcels—proposal not to levy storage charge.	No. Cen. 76 Misc. 60
91.	Sociological survey of selected villages as part of 1961 Census—selection of	No. Cen. 1 Sur. 60
92.	Annual sample Census of population—1960	No. Cen. 2 Sur. 60
93.	Population figures of certain tribes for the last four decades	No. Cen. 3 Sur. 60
94.	Regionwise/Districtwise list of tribal crafts and producing centres	No. Cen. 5 Sur. 60
95.	One per cent sample survey to be conducted by the State Statistical Departments—Pursuading the State Government to take up the survey and agree to bear half cost.	No. Cen. 9 Sur. 60
96.	Socio-economic survey—Questionnaire	No. Cen. 1 Sur. 61
97.	Investigation of sex-ratio	No. Cen. 230 Misc. 61
98.	Letter to Postmaster-General, Mysore Circle, Bangalore re: languages spoken in each District.	No. Cen. 232 Misc. 61
99.	O. M. regarding officials attending to work entrusted to them by their Superiors	No. Cen. 243 Misc. 61
100.	Memo re: bringing the work of the office up-to-date before the date of local audit	No. Cen. 244 Misc. 61
101.	Letter from G.A.D. (Political) requests to furnish certain information relating to previous censuses—Information required by Secretary, Bhodan Disputes Committee.	No. Cen. 257 Misc. 61
102.	Disposal of 1951 Census slips—Correspondence with Government, etc.	No. Cen. 269 Misc. 61
103.	Recovery of salary drawn by officials who resign	No. Cen. 282 Misc. 61
104.	Lok Sabha Question No. 957—Super-annuated persons employed	No. Cen. 284 Misc. 61
105.	Rajya Sabha Question No. 220—Unstarred—Permission granted for sale or purchase of property.	No. Cen. 285 Misc. 61
106.	Letter to Shri M. Srinivasacharlu & Co., Narasimharaja Road, Bangalore, re: Insecticides.	No. Cen. 291 Misc. 61
107.	Tabulation offices - Restricted holiday for	No. Cen. 295 Misc. 61
108.	Preservation of 1961 written-up pads and schedules	No. Cen. 309 Misc. 61
109.	Permitting the N.S.S. staff to consult the Census Block lists	No. Cen. 315 Misc. 61
110.	Holidays for 1962	No. Cen. 317 Misc. 61
111.	Loans for purchase of motor car	No. Cen. 10 Misc. 62
112.	Atlas maps of the States and of India	No. Cen. 12 Misc. 62
113.	Annual establishment return	No. Cen. 15 Misc. 62
114.	Letter to Revenue Secretary, Government of Mysore, regarding expenditure for language sorting.	No. Cen. 32 Misc. 62
115.	Remuneration to Supervisors and Enumerators	No. CEN./10/Misc./Remn.
116.	Honorarium for house-numbering and house-listing	No. Cen./10/Misc./Bills
117.	Clerical assistance to District and Taluk offices	No. Cen./10/Misc./Adj.
118.	Special Census staff entertained in the Local Bodies—Reimbursement of expenditure	No. Cen./10/Misc./Adj./L.B.
119.	Primary Census Abstract—Receipt of	No. Cen. 3 TBM. 61
120.	Compiler Posting Statements	No. Cen. 4 TBM./61

APPENDIX U.—(Contd.)

Sl. No.	Description	No. of the file
1	2	3
121.	B. V. Tables—Classifications for preparing	No. Cen. 4 TBM. 62
122.	Drafting of Chapter III—Exchange of data	No. Cen. 3971 62
123.	Tables on Scheduled Castes and Scheduled Tribes—order of arranging the Castes and Tribes—Classifications.	No. Cen. 7 TBM. 62
124.	1961 Census—General Population Tables	No. Cen. 2 TBM. 62
125.	Number of villages without post offices in Mysore State	No. Cen. 13 TMS. 62
126.	Primary Census Abstract—checking of	No. Cen. 6 TBM. 62
127.	Subsidiary Tables—Recasting of figures of occupied houses as per 1951 Census	No. Cen. 1 TBS. 62
128.	Arrangements for copying the Scheduled Castes/Scheduled Tribes from P.C.A.'S.	No. Cen. 4 TMS. 62
129.	Despatch of C Series Tables	No. Cen. 19. TMS. 62
130.	Subsidiary Tables—Rural Urban Comparison	No. Cen. 3 TMS. 62
131.	Villagewise population figures of Scheduled Castes and Scheduled Tribes in P.C.A.	No. Cen. 1 TMS. 62
132.	Housing Tables—Verifications of Towns	No. Cen. 16 TMS. 62
133.	B. Series Tables—Despatch of	No. Cen. 5 TBM. 62
134.	E. Series Subsidiary Tables—Exchange of	No. Cen. 2 TBS. 62
135.	Selection of Minor Groups for Tables E. III 1 and E. III 3	No. Cen. 2 TBS. 61
136.	Housing Tables	No. Cen. 2 TBS. 61
137.	Despatch of Primary Census Abstract	No. Cen. 6 TBM. 61
138.	Census Publications—Working Sheet of No. of pages	No. Cen. 2 TBP. 62
139.	Verification of the number of houses and households with reference to samples	No. Cen. 22 TMS. 62
140.	1961 Census Publications	No. Cen. 5 TBM. 61
141.	A. Series Tables—clarifications, etc.	No. Cen. 8 TBM. 62
142.	Recasting of B. III Tables of 1951 Census	No. Cen. 18. TMS 62
143.	Area and Constituents of Towns	No. Cen. 12 STS. 62
144.	Villages included fully or partly in Towns of 1961	No. Cen. 10 STS. 62
145.	Boundaries of Towns	No. Cen. 9 STS. 62
146.	Information required for preparing fly leaves of A. Series Tables	No. Cen. 24 TMS. 62
147.	List of Towns of Hyderabad and Madras areas from 1901 to 1941	No. Cen. 9 CPO. 62
148.	Final Population Brochure—Table V. Cities, Town-Groups and Towns with Population 50,000 and over by industrial category of workers and non-workers.	No. Cen. 15 TMS. 62
149.	Industrial Establishments in K.G.F. Sanitary Board non-Mining Area (Rural)	No. Cen. 2 TMS. 62
150.	Despatch of A. Series Tables	No. Cen. 2 TMS. 62
151.	Final Population Totals	No. Cen. 12 TMS. 62
152.	Comparison of Residential Houses in P.C.A. and dwellings in E-I.	No. Cen. 3 TBM. 62
153.	Housing Report	No. Cen. 8 TBP. 61
154.	Results of pretest	No. Cen. 13 CPO. 60
155.	I & II Protests	26 Cen. 59

DISTRICT CENSUS HANDBOOK SECTION

156.	Statistical information <i>re</i> : rainfall and temperature	No. Cen. 1 DHB. 60
157.	Village Directory and Village Statistics	No. Cen. 2 DHB. 60
158.	Statistics on Education	No. Cen. 3 DHB. 60
159.	Public Entertainment, Press and Journals—Information <i>re</i> : Cinemas	No. Cen. 4 DHB. 60
160.	Statistical information <i>re</i> : Community Development Programme	No. Cen. 5 DHB. 60
161.	Statistics <i>re</i> : large scale industries—Registered Factories	No. Cen. 6 DHB 60
162.	Statistics <i>re</i> : Livestock	No. Cen. 7 DHB. 60
163.	Calendar of important events between 1951 to 1960	No. Cen. 8 DHB. 60
164.	Statistical information <i>re</i> : Receipts under Excise Revenue	No. Cen. 9 DHB. 60
165.	Information <i>re</i> : realisations under Land Revenue from 1951 to 1960	No. Cen. 10 DHB. 60
166.	Information <i>re</i> : receipts under entertainment tax, motor spirit tax	No. Cen. 11 DHB. 60
167.	Statistics <i>re</i> : realisation under sale of stamps and about registration of documents	No. Cen. 12 DHB. 60

APPENDIX U—(Concl.)

Sl. No.	Description	No. of the file
1	2	3
168	Statistics <i>re</i> : realisations from Sales Tax	No. Cen. 13 DHB. 60
169	Statistics <i>re</i> : strength of police	No. Cen. 14 DHB. 60
170	Statistics <i>re</i> : Prisons	No. Cen. 15 DHB. 60
171	Statistics <i>re</i> : Co-operative Societies	No. Cen. 16 DHB. 60
172	Statistics—Administration of Criminal Justice	No. Cen. 17 DHB. 60
173	Information <i>re</i> : Posts and Telegraph Offices	No. Cen. 18 DHB. 60
174	Statistical information <i>re</i> : Prices of staple food stuffs and cost of living index	No. Cen. 19 DHB. 60
175	Information <i>re</i> : Fairs, Melas and Markets	No. Cen. 20 DHB. 60
176	Statistics <i>re</i> : Medical Dispensaries ; Hospitals	No. Cen. 21 DHB. 60
177	Statistics <i>re</i> : Communications, income and expenditure of municipalities—waterways, etc.	No. Cen. 22 DHB. 60
178	Agriculture statistics	No. Cen. 23 DHB. 60
179	Printing & Publication of District Census Hand Books	No. Cen. 24 DHB. 60
180	Gazetteer of Place names	
181	Distribution of Hand Books	
182	Information <i>re</i> : natural calamities	No. Cen. 1 DHB. 62
183	Purchase of Station Wagon	No. Cen. 10 Misc. St./W.
184	Purchase of Roll-up Black Boards	No. Cen. 10 Misc. R.B.B.
185	Purchase of Printing Paper	No. Cen. 10 Misc. Printing Paper.

APPENDIX V

FORM 11.

TABLE SHOWING HOUSELIST, PROVISIONAL AND FINAL POPULATION 1961 AND DATES OF RECEIPT OF PROVISIONAL TOTALS FROM DISTRICTS.

Sl. No.	District	Name of the District Census Officer	Population according to houselists	Date and hour of receipt of	Population		Variation (Final from provisional) increase + decrease—	Percentage of variation (of final from provisional population)
				telegrams or telephones of provisional population	Provisional	Final		
1	2	3	4	5	6	7	8	9
1.	Bangalore	Sriyuths—						
		K. M. Abdul Rahim Khan (1-8-60 to 24-10-60).	1,448,183	10-3-61 10.25A.M.	1,297,320	1,207,305	-15	0.00
		P. Venkoba Rao (25-10-60 to 31-3-61).
2.	Belgaum	C. M. Chandawarkar (1-8-60 to 24-10-60).	1,917,225	8-3-61 3.37 P.M.	1,979,244	1,983,634	+4,390	0.22
		R. A. Patil (25-10-60 to 31-3-61).
3.	Bellary	K. C. Monnayya (1-8-61 to 31-3-61).	883,826	9-3-61 5.12 P.M.	914,284	914,661	+377	0.04
4.	Bidar	M. Abdul Aziz Siddiqui (1-8-60 to 31-3-61).	619,894	9-3-61 11.00 A.M.	656,590	663,172	+6,582	1.00
5.	Bijapur	A. M. Wagmode (1-8-60 to 2-8-60).	1,664,937	8-3-61 9.10 P.M.	1,658,453	1,660,134	+1,681	0.10
		N. S. Mundas (3-8-60 to 19-8-60).
		S. V. Patil (20-8-60 to 1-9-60).
		G. R. Toregalmath (3-10-60 to 31-3-61).
6.	Chikmagalur	P. G. Savanur (27-10-60 to 31-3-61).	554,414	8-3-61 7.18 P.M.	595,849	597,355	+1,506	0.25
7.	Chitradurga	V. S. Navalgund (1-8-60 to 31-3-61).	1,061,789	7-3-61 7.50 P.M.	1,094,128	1,094,284	+156	0.14
8.	Coorg	M. Puttaswamy (24-10-60 to 30-10-60).	295,256	10-3-61 10.30 A.M.	321,516	322,829	+1,313	0.41
9.	Dharwar	D. B. Hosangadi (1-8-60 to 31-3-61).	1,897,001	8-3-61 2.31 P.M.	1,950,540	1,950,508	-32	0.00
10.	Gulbarga	Giridhari Pershad (1-8-60 to 5-10-60 and 21-11-60 to 31-3-61).	1,367,073	9-3-61 7.30 P.M.	1,391,845	1,399,561	+7,716	0.55

APPENDIX V—(Concl.)

Sl. No.	District	Name of the District Census Officer	Population according to house lists	Date and hours of receipt of telegrams or Provisional population	Population		Variation (Final from provisional increase+ decrease—)	Percentage of variation (of final from provisional population)
					Provisional	Final		
1	2	3	4	5	6	7	8	9
11.	Hassan	M. Abdul Lateef (1-8-60 to 9-3-61). H. Bommiah (10-3-60 to 31-3-61).	870,177	9-3-61 2.32 P.M.	893,379	895,847	+2,468	0.27
12.	Kolar	K. M. Rajagopala Reddy (12-1-61 to 5-2-61). G. M. Arasa Naik (6-2-61 to 31-3-61).	1,218,195	9-3-61 6.00 P.M.	1,145,022	1,143,333	-1,689	0.14
13.	Mandya	P. Arthur Roach (1-8-60 to 31-3-61).	872,937	7-3-61 4.00 P.M.	898,553	899,204	+651	0.07
14.	Mysore	Bhim Rao (1-8-60 to 31-3-61).	1,367,725	8-3-61 7.40 P.M.	1,416,350	1,417,585	+1,235	0.09
15.	North Kanara	T. S. Kulkarni (1-8-60 to 31-3-61).	646,316	8-3-61 10.45 A.M.	689,392	689,549	+157	0.02
16.	Raichur	P. G. Puranik (1-8-60 to 31-3-61).	1,088,917	9-3-61 10.53 P.M.	1,092,470	1,094,571	+2,101	0.19
17.	Shimoga	Ramlan (1-8-60 to 31-3-61).	917,802	9-3-61 3.50 P.M.	1,014,723	1,017,367	+2,644	0.26
18.	South Kanara	K. Lingappayya (1-8-60 to 31-3-61).	1,547,679	7-3-61 4.30 P.M.	1,562,699	1,564,436	+1,737	0.11
19.	Tumkur	V. Nagiah (1-8-60 to 9-11-60).	1,322,257	8-3-61 5.37 P.M.	1,366,722	1,367,402	+680	0.05
20.	Bangalore City	S. Balasubramanyam (1-8-60 to 31-3-61).	*923,574	10-3-61	1,208,278	1,206,503	-1,775	0.14
21.	Mysore City	H. S. Rama Rao	223,275	8-3-61	253,524	253,804	+280	0.11
22.	K.G.F. City	H. B. Puttaswamappa	149,527	9-3-61	146,200	146,811	+611	0.42
Total			22,857,979		23,547,081	23,579,855	32,774	0.14

*Excluding Trust Board area and Kethamranahalli.

APPENDIX W
IMPORTANT CIRCULARS

No. CEN 7/25 CEN-59.

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

Office of the Superintendent of
Census Operations in Mysore, Ali
Asker Road, Bangalore-1.

Dated the 30th June 1959.

To

All Deputy Commissioners,
Commissioners of City Municipalities,
Presidents of Municipal Councils,
Sub-Division Officers,
Tahsildars.

CIRCULAR No. 1.

Sir

Subject :—Preparations for the 1961 Census.

As in the rest of the Country, the next Census will be taken in Mysore between February and March 1961. Though the actual count is thus nearly twenty months away, there is a tremendous lot of preparatory work to be done. First, all habitations within the State's boundaries will have to be numbered in a systematic sequence. After the habitations are numbered, they have to be listed in the form prescribed by the Census Commissioner for India. After that, the houses will have to be grouped into Census blocks and the whole State will have to be delimited into Charges, Circles and Blocks, to be placed respectively in charge of Superintendents, Supervisors and Enumerators. Although it is not possible to say at the moment exactly how many of these Census divisions there would be, it is estimated that there would be roughly 500 charges, 5,000 Circles and about 60,000 Blocks to be dealt with at the next Census in Mysore State with a corresponding number of Charge Superintendents, Supervisors and Enumerators.

All this elaborate organisation is to ascertain some twenty and odd facts concerning every man, woman and child living within the boundaries of the State. These facts have to be ascertained against 13 main questions and 11 subsidiary questions. In addition, certain particulars will have to be ascertained this time regarding household cultivation, business or industry. The draft schedule and instructions prepared by the Census Commissioner for India for gathering these facts have been pre-tested by State Statistical Bureaus and in the light of experience gained at the pre-tests, the draft schedule and instructions have since been revised. The revised second draft schedule and instructions are to be pre-tested presently through the same agency as would be employed for the actual count in 1961, with the twin object of ascertaining whether the questionnaire and instructions are easy to put across the average enumerator (who will in most cases be a village Officer or a Primary School Teacher

or other Official) and to discover whether there are any practical difficulties in carrying out the instructions. The lessons of the pre-test will be utilised in further simplifying the instructions and for avoiding possible pitfalls.

The various items of work mentioned above are to be carried out strictly according to a calendar to be prescribed shortly by the Registrar General and *ex-officio* Census Commissioner for India. The dead lines prescribed for completion of the various stages of census work would have been fixed with such great care that the slightest deviation from the calendar would completely disorganise the census operations. Obviously this is to be avoided and since you are going to be the Chief Census authority within your jurisdiction, I want your help in keeping census work in your area strictly to the prescribed deadlines as also in enhancing the State's already great census reputation.

Between now and the close of the census operations, I will be sending out letters, circulars, codes, guides, etc. I shall be greatful if amid all your pre-occupations you could snatch a few minutes to study them and issue to your field staff, in each case, such instructions as you might consider necessary, to make success of the census operations in your area. I know the demands upon your time are many and exacting. But I know also that I can depend upon you and your staff.

Yours faithfully,
C. NARASIMHA MOORTHY,
*Superintendent of Census Operations
in Mysore.*

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

No.5—354/10 CEN 59 Office of the Superintendent of
Census Operations in Mysore,
Ali Asker Road, Bangalore-1.
Dated 17th November, 1959.

CIRCULAR No. 2

To

All Municipalities in Mysore State.

Sir,

*Subject :—House-numbering-Names or numbers
for roads and lanes.*

In the light of the pre-test that was conducted in August this year, decisions have been taken, among other things, in respect of house-numbering and houselisting. The numbering and listing will have to be undertaken round about the beginning of April and completed by the end of

June 1960. Instructions in this behalf will, of course, be sent to you in advance. Meanwhile, however, it is necessary for you to undertake two preparatory measures which would ensure that the subsequent numbering and listing of houses serve the purpose for which they are intended.

2. Of the two preparatory measures that are required to be undertaken, the first is the numbering of naming of all roads, cross roads and lanes. If every road, cross road or lane in your City/Town already has a name or a number you may proceed to take up the second item namely the revision of Municipal numbers as explained in para 4 below. Should, on the other hand, there be any road, cross road or lane that happens to have neither a name or a number, your first duty would be to give one without delay. When you have a road that runs through more than one Municipal division, it would be a good plan to give either a different name to the portion covered by each Municipal division or to distinguish each portion by means of a number. Thus, for example, if road X runs through say Municipal Divisions 3, 4 and 5, the first portion may retain the name X, while the portions touching Divisions 4 and 5 may be named Y and Z. Alternately, the three portions may be named X1, X2 and X3.

3. It is necessary to give either a name or a number to a road, cross road or lane because without it, it would be difficult, if not impossible, to locate a house by means of the house-number alone. Since the name is to be given for purposes of identification, it follows that there should be a name-board at the entrance of each road, cross road or lane and a sign-post where two or more roads meet.

4. After the roads or lanes are named or numbered as indicated above, the next step would be to revise the existing Municipal numbers on a systematic basis and to indicate on the name board of the road or lane the first and last-house-numbers on each side and the direction in which the numbers

run as shown in the margin*. Due to the prevailing practice of giving house-numbers according to the serial order of entries in the Assessment Register, the house-numbers hardly ever correspond to the actual order of the houses and consequently it is often difficult to locate a house by means of the Municipal number. If, for example, house number 147 happens to be a new construction that has come up between two houses bearing respectively Municipal numbers 18 and 19, the person who is in search of house no. 147, will have to peer at practically every door-number in the street before he comes upon the right one. The difficulty is further aggravated when houses are numbered serially for the entire Municipal divisions and the numbers run into four digits or thereabouts. If these defects and difficulties are to be obviated, as indeed they must, the only remedy would be to give fresh Municipal numbers with a

separate serial for each street or lane. If this is done, a certain number of streets will have to be set apart in the Assessment Register for each street or lane or alternatively separate registers will have to be written up for each street or lane. The Assessment Registers will have to be written up in any case afresh, if houses are numbered serially for each street or lane as suggested above. New constructions coming up after this numbering should, of course, be assigned sub-numbers in their appropriate sequence. Thus, for example, if a building springs up between house-numbers 47 and 48 after house-numbering, the number to be given to it would be 47A. Entries relating to sub-numbers may be interpolated between the main numbers in the Assessment Register, or better still, a line may be left blank in the assessment register after each entry to take care of possible new constructions.

5. If the above suggestions are implemented, it would be easy even for a stranger to locate a house without any difficulty. This facility of locating an address is a civic amenity that would be greatly appreciated. So far as the census is concerned, it would be possible to adopt Municipal numbers for census purposes also, if the Municipal numbering is revised as indicated above. At all events, the work of house-numbering for census purposes would be greatly minimised. It would also facilitate maintenance of house-numbering and might possibly help in the eventual elimination of the house-numbering stage altogether in the sequence of census operations. Like the Census Department, Service Departments like water-supply, Electricity Board, etc., might also find it advantageous to adopt the new Municipal numbers for their own purposes and thus, sooner or later, the Municipal house-number would develop into a permanent all-purpose number, replacing the present multiplicity of numbers.

6. As house-numbering and listing for census purposes will have to commence in April 1960 the Municipal numbering and listing will have to be completed obviously well before that. Since we have hardly four months before us and the work is of an extremely complicated nature, the numbering of houses and revision of the Assessment Registers for purposes of numbering of houses will have to be taken on hand without delay, if the census programme is to be carried out in your Municipality without any hitch or delay. I shall therefore be most grateful if you would kindly obtain sanction of the Municipal Council urgently for the proposals outlined in paras 2, 3 and 4 above and take necessary action to implement them as soon as possible, under intimation to this office.

Yours faithfully,

C. NARASIMHA MOORTHY,

*Superintendent of Census Operations
in Mysore.*

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS.

Office of the Superintendent of
Census Operations in Mysore,
Ali Asker Road, Bangalore-1.

Dated 19th December, 1959.

CIRCULAR No. 2A

To

All Municipalities in Mysore State.

SIR,

Subject :—House-numbering-names or numbers for roads or lanes.

In my Circular No., 2 dated 17th November, 1959, I had requested you to make arrangements firstly to give names or numbers to roads or lanes in your Municipality which did not happen to have either a name or a number and secondly, to revise the Municipal house-numbers on a systematic basis, with separate serials for each road or lane.

2. While the measures suggested in that Circular are applicable to localities that have regular streets or lanes, it may not be easy to apply them in the case of haphazard clusters of houses that have no roads or lanes running between them. In such cases, it would be a good plan to constitute each such cluster into a Block and give it either a name or a number. In case a whole locality is like that, there should be no objection to constitute the whole of it into a block and to give it the name it actually goes by. If, however, the locality does not go by any name and there should be any difficulty in giving it a name, the alternative course of giving it a number instead of a name may be adopted. It is hardly necessary to add that name-boards should be put up at the opposite corners of such blocks.

3. As regards house-numbering, while separate serials should be given for each street, cross-road or lane as already indicated in this Office Circular No. 2 dated 17th November 1959, in the case of 'blocks' constituted as per para 2 above, Municipal numbers may be given on the nearest house next number principle (*i.e.*, give No. 1 to the first house on the left hand corner give no. 2 to the house nearest to the No. 1, in whatever direction it may lie-left, right or north. Then proceeding clockwise give No. 3 to the house nearest to No. 2 and so on till you end up opposite to No. 1) commencing from the left-hand corner and ending up at the opposite end, with the numbers running clockwise. As in the case of streets, cross-roads or lanes having names or numbers the name-boards relating to those blocks should show also the first and last house-numbers in the block and the direction in which the numbers run should be indicated by means of an arrow mark.

4. While going about numbering, the numbering staff might come across unauthorised constructions and in certain cases they may even find entire colonies of such constructions. Though such constructions cannot obviously be brought on your registers nor can they be given Municipal

numbers they must nevertheless be numbered for census purposes within the regular dwelling sequence for the sake of continuity of the serials. To distinguish them, however, from authorised constructions the letter 'C' may be prefixed to the numbers given to them. Thus for example, if the third house on the left side of a lane is an unauthorised construction, the first and second houses on that side of a lane would be numbered 1 and 2 and the third house would be numbered C3, the fourth house as 4 and so on. Similarly if there should be a whole group of unauthorised constructions, they should be constituted into a block and numbered serially for each road or lane within the block, or if the block consists of a haphazard collection of houses they should be numbered serially for the entire block on the nearest house next number principle, with of course, the letter C prefixed to every house-number in the block.

5. Because unauthorised constructions are also to be brought into the regular dwelling sequence for purposes of numbering, it would be a good plan to enter the name of the owner or tenant in the Municipal assessment register in the case of each unauthorised construction also against the concerned house-number, with the words 'unauthorised construction' written boldly against the entry in the remarks column. As a further measure of precaution, the whole entry relating to an unauthorised construction may be made in red ink.

6. Since house-numbering and listing for census purposes are to commence in April, 1960, the Municipal numbering and listing will have necessarily to be completed latest by the end of March, if the Municipal numbers are to be adopted for census purposes also. As we are already on the last lap of December, the municipal revision will have to commence immediately or at any rate before 15th January 1960. I shall be grateful if you would kindly take necessary steps in this behalf and keep me informed of the progress made at the end of each fortnight.

Yours faithfully,

C. NARASIMHA MOORTHY,
*Superintendent of Census Operations,
in Mysore.*

CENSUS TOP PRIORITY

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

CIRCULAR No. 3

To

All Deputy Commissioners.

Sir,

Subject : Listing and numbering of Villages.

1. It has been said that the object of a census is to 'catch every man and to catch him only once'. If this is true, it necessarily follows that before we caught the men we shall have to count their houses, manifestly because they

are to be caught (except a few unfortunates who have no homes) either at their usual places of residence or at the places of their temporary stay. As in the case of men, we shall have to ensure, while counting the houses, that every house is counted and counted only once. The purpose of census house-numbering is indeed to ensure this.

2. If it is important to ensure that every man is counted, if it is necessary to ensure that every house is counted, it is even more important to ensure that every village is counted and counted not more than once. We shall have to take particular care to see that there is neither omission nor duplication of villages.

3. As you are no doubt aware, there have been some changes in the revenue jurisdiction of villages since the 1951 count. The States Reorganisation has cut across district and even tahsil boundaries in some areas, while there have also been transfer of villages from one Tahsil to another and in some cases even from one district to another. All these changes will have to be reviewed and a list of villages included within the present boundaries of each Tahsil in your District will have to be got prepared urgently, in the accompanying form.

4. While preparing the list of villages, the Tahsil office should use a map of the Tahsil and make sure, with reference to the list of villages maintained in the Taluk office and other records, that all the villages in the Tahsil are shown on the map. Starting with the headquarters, the office should list the villages in their geographical order for each Revenue Inspector's Circle (or any corresponding unit) with reference to the Tahsil map and mark the serial numbers on the map against the names of the respective villages. For taking up the Revenue Inspector's Circles as well as for numbering the villages in each circle, it would be a good plan to proceed clockwise. Needless to add, the serial should be continuous for the whole Tahsil. Normally, the last serial number in the Tahsil list should be the same as the last serial number in the village Tables relating to the Tahsil in the 1951 Census Handbook of your district. Should there be any discrepancy between the two, owing to intercensal changes in this revenue jurisdiction or other reasons, an explanation regarding the same should be furnished in the remarks column of the pro-forma. As the village Tables in the 1951, District Handbook exhibit also the urban units in each Tahsil, the tahsil office should also include these units in the list in their appropriate geographical order without, however, giving them serial numbers. Thus, for example if a town comes after sl. No. 37, the name of the town should be entered in the appropriate column leaving the serial column blank and if the next item is a village, it should be given serial number 38 and so on. Serial numbers are not to be given for towns included in the Tahsildar's list because the towns are proposed to be numbered serially for the entire district in due course.

5. In listing the villages it should be borne in mind that even uninhabited villages and forest settlements are to be included. In the case of the former the word 'becharak'

or its local equivalent should be entered against the name of the village. If a village happens to have been included within the limits of a municipality or town-board subsequent to the last census, it should be carefully examined whether the whole of the village has gone into the town limits or only a portion of it. If it is the latter, the name of the village should be written against a village serial number in its appropriate sequence, and a note should be furnished in the remarks column to explain that a part of the village has since been included within the municipal limits. Where a whole village is incorporated within the municipal limits, the name of the village should be entered immediately after the name of the concerned town without a serial number and the remarks column should carry the necessary explanation. Similarly names of villages that have disappeared since the last census, (as for example by submersion) should also be shown in their appropriate geographical order without serial numbers with explanations duly furnished in the remarks column regarding the cause of disappearance.

6. In the prescribed *pro forma*, it will be seen, provision is made for entering the names of hamlets also in Column 3. While entering these names, the name of the main or *asli* village should be entered first in Column 2 and the names of dakhles or hamlets entered after it one below the other in their geographical order. In the case of villages that have acquired new names after the last census the old names should also be entered within brackets against the current names of the respective villages. It is hardly necessary to add that hamlets should not be given serial numbers and that particular care should be taken to see that no hamlet is omitted while listing.

7. It has already been indicated above that explanations should be furnished in the remarks column regarding intercensal changes in the revenue jurisdiction of villages. In the case of a village that has been transferred from another tahsil subsequent to 1951, the name of the Tahsil from which it has been transferred should be mentioned in the remarks column together with information regarding the year of transfer and the serial number of the village in its former Tahsil according to the District Census Handbook of the concerned District.

8. The lists called for above may be kindly obtained in triplicate from the Tahsildars of your District, as per the enclosed *pro forma*, positively before the 21st January 1960 along with a copy of the Tahsil map in each case showing the serial numbers of villages marked on them. The lists as well as the maps may be caused to be scrutinised carefully in your office and forwarded to me with your remarks *latest by the end of January 1960*. While the maps will be returned to the concerned Tahsildars after scrutiny, one copy of each list will be retained in this office and the other copies returned to you indicating the corrections, if any, to be made. Of the two copies that will be returned, you may retain one for your reference while the other copy may be returned to the concerned Tahsildars with necessary instructions. As the constitution of census divisions is to be taken up shortly and these lists of villages would form the basis for delimitation, it is of utmost importance to see that the deadlines prescribed are duly honoured.

9. To facilitate your work copies of this are being sent direct to all the Tahsildars in your district.

The receipt of this Circular may kindly be acknowledged.

Yours faithfully,
C. NARASIMHA MOORTHY,
*Superintendent of Census Operations
in Mysore.*

FRO FORMA

CENSUS OF INDIA, 1961

List of Villages in.....Tahsil.....District.

Sl. No. of Village of the 1951 Village Handbook	Name of Village	Name of Hamlet	Remarks
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Memo No. Cen. 4 COM. 59 Date 23-12-1959

Copy to :

- (1) All Sub-Division Officers for information and necessary action.
- (2) All Tahsildars of Taluks for information and necessary action.

(Sd.) C. NARASIMHA MOORTHY,
*Superintendent of Census Operations
in Mysore.*

Copy to circular file.

Grams : "MYCENSUS" Phone : 6921

No. CEN 54 CPO 60

**GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS**

Office of the Superintendent of
Census Operations, Mysore,
Post Box No. 99, No. 1, Ali Asker
Road, Bangalore-1,

*Dated, the 9th December 1960,
(Agrahayan 18, Saka 1882.)*

CIRCULAR

The Divisional Deputy Superintendent of Census Operations, Bangalore Division, Bangalore, who inspected certain areas adjoining Bangalore Corporation has brought to my notice that certain Institutions, Mills and other buildings not coming within the limits of the Corporation have not been numbered and brought on the houselists. Such an omission naturally results in an inaccurate Census count. In fact such omissions were anticipated and at the several meetings at which the subjects of house-numbering and houselisting was considered, clear instructions were issued that maps of all villages, only parts of which are included in Muni-

palities should be got prepared clearly, demarcating therein the areas included in urban charges and the residual areas which continue to remain in rural charges and further action taken. Now it has been found that such a course has not been followed in all the cases, and with a view to ensuring that there is no omission in this regard it is considered necessary and desirable that a joint certificate is furnished in respect of all urban charges to the effect that all the houses, buildings in and around the urban charge have been numbered and accounted for in the houselists of the charges concerned without any omission which should be signed by the City Census Officer or Charge Superintendent (urban) and the Charge Superintendent (rural).

2. This should be treated as urgent and the certificate as above furnished to this office immediately.

K. BALASUBRAMANYAM,
*Superintendent of Census Operations,
Mysore.*

To

1. District Census Officers.
2. City Census Officers.
3. Charge Superintendents.

No. CEN 19 MISC 60

**GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS**

Office of the Superintendent of
Census Operations, Mysore,
Post Box No. 99, No. 1, Ali
Asker Road, Bangalore-1.

*Dated, the 23rd December 1960
(Paus 2, Saka Era 1882).*

CIRCULAR

Subject : —Period of Revisional round—clarification.

It having since been decided that the period of the revisional round should be extended to 5th March 1961, necessary correction may be caused to be made in the English copies of Instructions to Enumerators already issued. Despite the extension of the period however, Charge Superintendents would be well advised to have the revisional round completed by 3rd March 1961, if possible.

K. BALASUBRAMANYAM,
*Superintendent of Census Operations,
Mysore.*

Copy for information to all the :—

Divisional Deputy Superintendents of Census
Operations.
Deputy Commissioners, District Census Officers.
All Charge Superintendents.

No. CEN 14 CFO 60
 GOVERNMENT OF INDIA
 MINISTRY OF HOME AFFAIRS

Office of the Superintendent of
 Census Operations in Mysore,
 No. 1, Ali Asker Road, Bangalore-1

Dated the 10th March, 1960.

CIRCULAR No. 4

INSTRUCTIONS FOR CENSUS HOUSE-NUMBERING.

Census and House-numbering :-

When you build a house, you first lay the foundation and then raise the building on it. A building being only as strong as its foundation, you naturally take care to see that your foundation is firm and strong. Now, house-numbering is to the Census what the foundation is to a building. If the numbering is correct, the census will be complete. If it is wrong, the Census also will go wrong.

Why numbering is necessary for Census ?

2. The object of the Census is to count every man and count him only once. To this, obviously we cannot ask every man, woman and child in each place to assemble at a specified place and to stand in rows in military formation so that they might be counted. To count people wherever they may be found is not practicable either, for one thing because the counting will have to be done at some specified hour simultaneously in all places, and for another because there will have to be nearly as many to count as there are persons to be counted. The only practicable way to achieve our objective, therefore, is to count every man at his usual place of residence, except in the case of temporary visitors and houseless persons, whose numbers are bound to be microscopically small.

3. Even while counting persons at their usual place of residence, it is obviously necessary to follow some regular order. Otherwise we run the risk of omitting some persons altogether and counting certain others more than once. It is to indicate the order in which houses might most conveniently be visited that house-numbers are to be given. As the numbers would be consecutive and based on the next (or the nearest) house next number principle, there would be no room for confusion, and the enumerator would know at the end of each day exactly how many houses he has visited and how many houses are yet to be covered. Fulfilment of the main census objective, namely, of counting every man and counting him only once is thus ensured by house-numbering.

Why should all structures be numbered ?

4. As the object of the census is to take stock of the population, at first sight, it would appear to be enough to number only the dwelling units. A little reflection would, however, show that it is necessary to number all structures irrespective of the use to which they are put. In the first place, if dwelling units only were to be numbered, the chances of omissions would be great because it is not always possible to distinguish between dwelling and non-dwelling units by external appearance. For example, what looks like a dwelling house might actually be a place of business, a workshop and so on and what looks like a shop might also be a dwelling place. In the second place, if numbering were to be confined to dwelling units only, there is always the possibility of some of the units being left out, either deliberately or by inadvertance. Since enumerators are expected to go by house-numbers, obviously dwelling houses that have escaped house-numbering will also escape enumeration. That being so, the only way of ensuring complete coverage, is to number all the structures, irrespective of their use or the category to which they belong.

Why should units within structure be numbered ?

5. A building or structure may contain a shop, dwelling unit, a workshop and similar other units. Obviously all these will have to be numbered if we are to avoid omissions. If these units are not numbered and there is only one number on the building namely the building or structure number, the chances are that the Enumerator would visit only that portion of the building that carries the structure number and skip the other units. In order to obviate chances of such omission obviously it would be necessary to number the units also. Since the units are only parts of a structure, equally obviously they should be given only sub-numbers.

6. After you give structure number for a building and sub-numbers for the constituent units, you may find cases of units sheltering more than one family. Here again, if you give a number only for the unit, the chances are that the Enumerator may take into account only one family and leave out the rest. Obviously, therefore, it would be necessary to give a number for each family or household also and this number also should obviously be a sub-number.

Numbering Pattern :

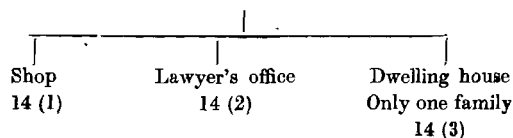
7. Thus for Census purposes it would be necessary to take into account while numbering (1) the structure, (2) independent units within the structure called 'Census Houses', and (3) families of Census Households. The number given to the first would be the main number indicated by Arabic numerals, the number given to the second would be the sub-number indicated by Arabic numeral enclosed within brackets, e.g. (2) (7) etc., and the number given to the third would be a sub-sub-number, indicated by an alphabet attached to the Arabic sub-number, e.g., (2A). It is not necessary, however, to give the sub-and sub-numbers

in all cases. Thus, for example, if a structure contains two units, one a shop and the other a dwelling unit occupied by one family, it is not necessary to give a sub-sub-number for the family. Supposing that the structure number in this case is 14, it would be enough to number the shop unit as 14(1) and the dwelling unit as 14(2). If the structure contains only one unit and there is only one family residing in that unit, it would not be necessary to give any sub-number at all. If, on the other hand, there are three families residing at Census house number 14(2) in the example given above, the numbering would be 14(1) for the shop, 14(2A) for the first family, 14(2B) for the second family and 14(2C) for the third family.

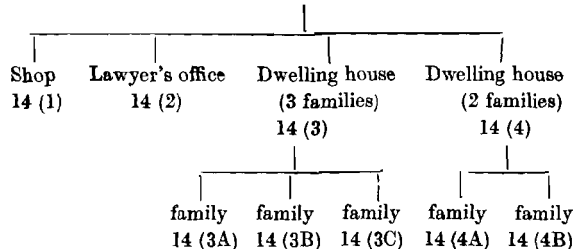
The following diagram would make the numbering pattern clear :—

1. Structure—the whole structure one unit-occupied by one party Number 14.

2. Structure No. 14



3. Structure No. 14



Definition of the terms employed in Census Numbering :

8. It is stated in the preceding paragraph that for census purposes we will have to take into account (1) the structures, (2) the census house, and (3) the census household. As each of these terms has a special meaning for purposes of the census, the following definitions may be carefully borne in mind :—

(a) A Structure may be—

- (i) a building with four walls and a roof;
- (ii) a portion of a building with a separate main exit and belonging to a separate owner.
- (iii) one of a row of houses joined to each other by common walls on either side (agraharas, police lines, etc.)
- (iv) a shed, hutment, a derelict railway wagon or carriage serving as a shelter or similar kinds of shelters :
- (v) any enclosed place.

(b) Census house: A census house may be—

- (i) an independent single unit structure ;
- (ii) a part of a structure having a separate main entrance opening on to the road ;
- (iii) one of several independent flats in a building with a separate entrance of its own either opening on to the road or a common staircase or courtyard leading to the main gate.
- (iv) one of several structures within an enclosed or open compound belonging to the same person e.g., the main house, the servants' quarters, the garage out house, etc.

(c) Census household: A household is a group of persons who commonly live together and take their meals from a common kitchen, except when prevented by exigencies of work.

System of Numbering :

9. We have seen above how an individual structure and its constituent units should be numbered. We may now proceed to see how a whole locality town or villages should be numbered. The main purpose of census house-numbering, it may be repeated, is to enable us to count every man and count him only once. It also facilitates identification of houses and delimitation of Enumeration blocks. If the numbering is to serve the purposes for which it is intended, obviously it should follow some regular order or system. There are broadly two systems of numbering that may be followed, namely, (1) the street system and (2) the block system. Exactly which system should be followed is a matter that should be decided by the local authority concerned.

(i) *The Street System* : In the street system the structures are numbered consecutively in one serial for the entire street. Commencing from the left hand corner of the road or lane, all the structures on that side should be numbered serially, with sub-numbers for Census-houses and sub-sub numbers for Census households as described in para 7 above. After all the houses on the left hand side of the road or lane are numbered, the numbering should be continued on the opposite side till all the houses on the right hand side are also numbered. In the case of regularly formed streets or lanes, the first and the last house-numbers would be roughly opposite to each other.

In cities and in some of the other larger towns, we may come across streets that run through more than one municipal division or ward. In such cases, each ward portion of the street should be treated as a separate street and the houses in that portion numbered serially, the houses in the adjoining ward section of the street being brought under a separate serial.

(ii) *The Block System* : If instead of regular roads there is only a haphazard collection of houses, as for the most part in rural areas, the buildings or structures should be numbered serially for each compact group or block of houses within well defined boundaries. The numbering should commence on the left hand corner and proceeding clockwise should end at the opposite corner. While numbering, care should be taken to see that the nearest house gets the next number. In the case of hamlets, houses should be serially numbered for each. Where a cluster of houses exceeds 150, it would be a good plan to split it up into one or more compact blocks with well-defined boundaries and number the houses serially for each block.

(iii) *Combination of two systems* : In places where there are regular streets or lands, as well as irregular clusters of houses, it would be quite in order to go by the street-system for streets and lanes and number houses according to the Block system, in the case of clusters. Care should be taken however, to see that every structure however small or big and whatever its nature is numbered and this applies particularly to structures in bechirak and forest villages. In case of doubt, whether a structure should be numbered or not, it is better to err on the safe side and give it a number rather than to run the risk of possible omissions.

Mechanics of Numbering :

The numbers should be painted neatly in coal-tar, geru or any other material that does not fade, peel or wash off easily. The number should be at least $2\frac{1}{2}$ inches high and should be preferably painted on the door lintal (top portion of the door-frame). If the structure has no door the number may be painted on the wall near the entrance or on one of the front pillars, if it has pillars. The figures should be in Arabic and household sub-numbers should be in English, Kanarese alphabets may be used. It would be a good plan for the numbers to be written in chalk, in the first instance, and painted subsequently after obtaining the approval of the Supervising authority.

K. BALASUBRAMANYAM,

*Superintendent of Census Operations
in Mysore.*

To

1. All Divisional Commissioners.
2. All Deputy Commissioners.
3. All Tahsildars.
4. All Municipalities and Town Panchayats.
5. The Presidents of Town and Sanitary Boards.
6. The Chairman, City Improvement Trust Board, Bangalore.

GOVERNMENT OF INDIA

MINISTRY OF HOME AFFAIRS

No. CEN 20-CPO-60.

OFFICE OF THE SUPERINTENDENT OF
CENSUS OPERATIONS, MYSORE,
ALI ASKER ROAD, BANGALORE-1.

Dated the 21st May 1960.
Vaishakha 31, Saka Era 1882.

CIRCULAR No. 5

Subject.—CENSUS HOUSE-NUMBERING—SUPPLEMENTARY
INSTRUCTIONS FOR HOUSE-NUMBERING AND LISTING.

Certain doubts having been expressed during tours in regard to house-numbering and house-listing, the following clarifications are offered for information and guidance :—

HOUSE-NUMBERING

1. *In a structure having only one main entrance there are three families residing. In such cases would it be correct to give only the structure number and the alphabetical household number—say 1 (A), 1(B) and 1(C) ?*

Yes. Please see illustrations on page 5 of English instructions and page 26 of Kannada instructions.

2. *If there is a cluster of some 300 or 400 houses with no prominent landmarks to help in the constitution of blocks of 120 or 150 houses, would it be correct to bring the entire cluster into a single series ?*

It is necessary to make a distinction between house-numbering blocks and enumeration blocks. While care should be taken to see that an enumeration block has roughly 120 households in urban areas and about 150 households in rural areas, it is not necessary that a house-numbering unit also should be of the same size. Indeed, where an urban area has adopted the blocksystem for the whole town, each municipal ward will have its own serials irrespective of the number of households residing in it. For purposes of enumeration in such cases the first 120 or so houses would be entrusted to one Enumerator, the next 120 or so to another Enumerator, the remaining houses to a third or fourth Enumerator and so on, as the case may be.

3. *While numbering houses according to the street system supposing we come across a small turning having about half a dozen houses, should we continue the serial or give a separate serial for the turning ?*

If the turning is a blind alley, those half a dozen houses also may be brought into the same serial. Otherwise, the safest thing to do would be to treat the turning as a lane, give it a name or a number and give a serial for the houses in that by-lane.

4. *While numbering houses clockwise according to the Group System supposing the nearest house is facing the opposite side, would it be correct to give it the next number and paint the number on the back door?*

No. Since numbers are to be painted only on the front doors, it follows that in the sequence of numbering the next number should be given to the next main (front) entrance and not to the nearest door even if it happens to be the back door.

5. *If separate serials are given for each ward as per the Group system would it be wrong to add the ward number also to the house-number? If it is wrong, should the ward numbers already painted be erased from the house-numbers?*

It is not necessary to add the ward numbers to the house-numbers; but if the numbers have already been painted, they need not be erased.

6. *If there is a separate door for a staircase leading to a row of flats, would it be correct to give a sub-number to the staircase door and sub sub-numbers for the flats?*

No. After all, a staircase is like a passage and just as you do not give a number for a common passage, no number should be given for the staircase door. The flats in the case in point should therefore get not alphabetical sub sub-numbers but census house-numbers. If structure No. 14 has three flats on the ground-floor and another three on the first floor, the numbers to be given would be respectively 14(1), 14(2) and 14(3) for the ground-floor flats and 14(4), 14(5) and 14(6) for the upstairs flats.

7. *Should vacant sites also be numbered?*

If municipal or other local authority has numbered vacant sites for its own purposes, they may be brought into the census serials also. The words 'vacant site' should, however, be entered in column 4 of the house-list against the concerned house-number. If the local authority has not given numbers for vacant sites, it is not necessary to number them for census purposes.

8. *Should numbers be given for constructions that are coming up or where only the foundation has been laid?*

Yes. Among other reasons because there is every likelihood of the building being completed by the time of the census and possibly also of its being occupied. It would be enough, however, in such cases if only structure numbers are given.

9. *Should houses situated at the junction of two roads and having separate access to each be given two structure numbers?*

No. If the structure is one, obviously there should be only one structure number and that number should be painted on the lintel of the main door. The other entrance may be given a census-house sub-number, if it serves as the main entrance for another unit within the same structure.

It need not however be given even this sub-number, if the entire structure forms a single unit.

10. *It was stated at the Conference of District Census Officers held on 7th April 1960 that census numbers and municipal numbers should be marked in different colours. Accordingly, the municipal numbers and the census numbers are being painted in different colours. Is this correct?*

All that was meant by the instruction was that the census number now to be given should not be in the same colour as the colour of the existing municipal numbers.

11. *Should household Sub sub-numbers also be painted on the main entrance? Would it be wrong to do so?*

It is not necessary to paint the alphabetical sub-numbers on the main entrance. Where, however, the portions occupied by the different households have no separate doors and numbers cannot be given, the alphabetical serials may be indicated on the main entrance thus 14 (1A—D).

12. *Should stalls, log cabins, shanties and such other temporary structures also be numbered?*

They are no doubt temporary structures that are liable to disappear or to be shifted. But they are structures nevertheless and should, therefore, be numbered. Since, however, they are in the nature of unauthorised constructions, they may be given numbers with the letter U prefixed. If it is feared that disappearance of such constructions would produce a break in the sequence of numbering they may be given sub-numbers within the regular dwelling series to obviate such a contingency. Thus, for example, a boxshop that lies between the 3rd and 4th buildings on the left side of a road may be numbered U 3/A. The U would indicate that it is in the nature of an unauthorised construction and 3/A would indicate that it is a structure that comes next to No. 3. Should the shop disappear, adoption of this method would ensure that there is no break in the sequence of house-numbers.

13. *There is a class of people who are constantly shifting themselves with their huts from place to place. Supposing at the time of house-listing it is found that the huts that had been numbered only a few days before had disappeared, what should be done?*

Nothing. Since they have disappeared, the question of listing them obviously does not arise.

14. *Supposing these people leave a place after numbering and listing is completed and shift themselves with their huts to another place where numbering has only just commenced, do we not run the risk of counting the huts twice over?*

If there is risk of duplication, there is also the risk of omission at both places. The omissions and duplications might therefore reasonably be expected to cancel each other. By and large, the omissions and duplications would be so few, if at all, that the error is hardly likely to affect our conclusions. Nevertheless, as a measure of caution, the

numbering staff may be asked to find out from these hutment dwellers whether their huts had been numbered and listed at their last camp. If the answer is negative the huts in the present encampment may be numbered and listed. It would be a good plan to constitute such huts into a separate block and give them U serial numbers just as in the case of other unauthorised constructions.

HOUSE-LISTING

LOCATION PARTICULARS

*What are the Code numbers to be entered in the form ?
When are these numbers to be entered and by whom ?*

In order to save the field-staff the bother of writing out the name of the District, Taluk/Town, Village/Municipal Ward, etc., in full, these units are proposed to be indicated by means of code numbers. Bangalore Taluk in Bangalore District may be indicated for example by the Code numbers 1-1. As it will take sometime for the Code numbers to be assigned, the location particulars should be entered in full now and the Code numbers entered later on by the Village Officers or Municipal staff concerned.

Column 1

1. Should the serial number of structure be entered in this column ? If so and if a structure takes up two or more lines should the printed numbers in column 1 be scored out in the case of the second and subsequent lines taken up by the structure ?

No. As the heading itself indicates, this column is intended to show only the serial number of the line and not the serial number of the structure. The printed numbers against the second and subsequent lines should not therefore be scored out.

2. What is the object of printing only one digit in column 1 ?

The only purpose is to save scriptory work as far as possible. Since the number of lines which each village or town ward would take up cannot be known in advance, we can only be sure of one digit and that digit is printed. All that the person who writes up the house-list has to do is to prefix the required figures to the digit already printed.

3. Since the figures in column 1 are printed between the lines, should entries relating to each structure, census-house or house-hold be also made between the lines against the printed serials ?

Obviously no. Because there are certain technical difficulties in printing the figures flush with the lines, they have been printed between them. It is clear, however, that each figure stands for the line immediately below it and all entries relating to structures should be made on the lines and not between them. The only entries to be made between the lines are indications regarding landmarks.

4. Is it necessary to leave a line blank between entries relating to the structures ?

No.

Column 2

1. If numbering has been done as per Circulars 2 and 2 A, is it the old municipal numbers that are to be entered in column 2 or is it the numbers given according to the Circular ?

If municipal numbers have been revised as per circulars 2 and 2A only these revised numbers should be given. Otherwise, that is to say, if numbers have not been revised as per 2 and 2A, only the old municipal or local authority number should be given in this column.

2. If the old municipal or local authority number is not found on the door, should it be entered with reference to the relevant record ?

It would be an excellent idea to do so if it can be done without difficulty. Otherwise, the column may be left blank.

3. Can a number given for census purposes be entered in column 2 if the building has no other number, whether on the door or in the records of the local authority ?

Where the entire unit for house-listing, i.e., village or municipality is not numbered by the municipal or other local authority, it would be perfectly in order to enter in column 2 the numbers given for census purposes as per Circular No. 4. In such cases, the structure number would be the same in columns 2 and 3. Where, however, the absence of municipal or the local authority number is only an exceptional case, the column may be left blank in respect of structures having no municipal or other local authority number. This would avoid confusion which would arise if two different kinds of structure numbers are mixed up in column 2 in the same area.

4. Supposing the occupant of a building is a tenant and he does not know the year of its construction, would it be correct to leave the column blank, as in the case of pre-1951 constructions ?

Enquiries may be made of the neighbours, if the tenant cannot obtain the information from his landlord. If the information cannot be obtained from any source the year of construction need not be entered.

Column 3

1. Since the column heading refers to column 2, should the number entered in column 2 be repeated in each case in column 3 also ?

No. Structure numbers in columns 2 and 3 will be the same if (a) the local authority numbers are in accordance with instructions contained in Circular No. 4, and (b) if municipal numbers have been revised in accordance with Circulars 2 and 2A. In other cases, the two numbers would differ. It should be clearly noted that column 3 should show only the building serial and the census house sub-numbers given as per Circular No. 4 and should not carry any other number, and certainly not the alphabetical household number which should be entered only in column 11.

Column 4

If there is a temple where the priest and his family are also residing in it, what should be written in column 4?

Temple-cum-dwelling of course. The examples given in the heading are only illustrative. Other combination of uses is possible and should be mentioned likewise in detail. Only, if the census house is being used both as a shop (business house) as well as a workshop, by two or more different persons who are working independently of each other, particulars relating to the activity of each person should be entered on separate lines, one below the other. Tailors working independently in cloth shops should be an example of this type of independent activity by two or more persons, in the same census house.

Columns 5—8

1. *Can a flour-mill be treated as a workshop?*

Yes, of course.

2. *Can the place of work of a goldsmith be regarded as a workshop and if he is also residing there, should the household particulars to be entered in columns 11 to 17 be entered on the same line or on the next?*

A goldsmith's place of work is obviously a workshop and particulars relating to it should therefore be entered in columns 5—8. Since it is also a dwelling place, particulars relating to the household should be entered in columns 11 to 17 on the same line.

3. *Should a place where toys, etc., are being made as a hobby be treated as a workshop?*

The test for inclusion is whether the toys made there are sold or exchanged for a consideration. If the answer is yes, the place should be treated as a workshop. If the toys, etc., are given away as presents, the place need not be treated as a workshop.

4. *Should industrial training schools, work-sheds in basic schools and similar places where articles are made by students also be treated as workshops?*

Yes, and the students should be treated as workers for purposes of column 7.

Column 9

1. *What should be entered in this column if the walls are of different materials?*

The materials most used should be mentioned in this column.

2. *What should be entered in this column if only the outer walls are of brick or stone and the inner walls are all wooden or asbestos sheet partitions?*

Only the material used for the outer walls should be entered here.

Column 10

What should be entered in this column if only a portion of the house has terrace or R.C.C. roofing and the bulk of it is tiled?

The material used for the main portion of the building or for the living rooms should be entered in this column.

Column 11

If there is more than one household in a census house, should the census house number be repeated in every case or would it be enough to give the census house number for the first household and only the alphabetical sub-number for the remaining households?

The structure number and the census house number should be repeated in every case. All the other elements which constitute a household number should be entered in column 11, in respect of each household.

Column 12

If the eldest member of a family is not an earning member and the chief earning member is a junior, who should be regarded as the head of the household?

The name to be entered in this column is the name of the person who is acknowledged by the household as its head, irrespective of the person's age or sex or his contribution to the expenses of the household.

Column 13

1. *Can a pooja room be treated as a room for purposes of column 13?*

Yes, if it is at least 6 feet long and, of course, has four walls and a roof; but a room set apart exclusively for pooja will not figure in column 13.

2. *Should the rooms of an out-house also be taken into account if they are occupied by the same household?*

Since the out-house would figure as a separate census-house, strictly speaking the two would have to be dealt with separately. But since we are interested in knowing the total number of rooms used by a household, it would be in order to enter the census-house number of the out-house also in column 11 if such out-house is used for residential purposes and bracket the two lines (the two lines devoted to the main portion and the out-house), particulars relating to columns 12 to 18 being also entered against the bracket. So far as column 13 is concerned, supposing the main house has 4 rooms and the out-house has 3, the total 7 should be entered against the bracket.

Column 14

1. *Should a person living in rent-free quarters be treated as an owner or a tenant?*

If the occupant is not the actual owner, the census-house should be treated as rented, whether actually rent is paid or not.

2. *Supposing the owner's son or relation is residing in a house, should it be treated as owned or rented?*

The occupant may be enquired if he owns the house. If he claims to own it, it may be entered as owned. Otherwise, it should be treated as rented, even if the son of the owner is living there.

3. *Can we enter 'Bhogya' in this column if the occupant has taken the house on lease?*

No. The answer to be recorded in this column is either O or R and not any other. That being so, where the occupant, has no clear right of ownership R should be recorded in this column, even if he has taken the house on lease.

Columns 5, 16 and 17.

1. *Should visitors be taken into account for these columns?*

No. The column heading makes it clear that only persons residing in the house should be taken into account. In other words only normal residents should be taken into account.

2. *In the column headings provision is made for entering males and females only. What about children?*

Children also are either male or female and should therefore be taken into account for purposes of these columns and not adults only.

3. *What is the purpose of recording population figures in the house-list when the census itself is to be taken within a few months?*

The figures serve three purposes namely—

(a) They would give us a rough idea of the intercensal increase in population. Where the figures show abnormal variations it would be possible to examine whether these variations can satisfactorily be explained or are due to enumeration vagaries. If it is the latter, we would be in a position to take timely precautions.

(b) It would enable Charge Superintendents to estimate their requirements of individual slips fairly accurately. If these figures are not available the estimates will have to be worked out on a more or less arbitrary basis.

(c) These figures would be helpful in the constitution of enumeration blocks. As the Enumerator has to take census work in the stride of his normal duties, it is necessary to ensure that his beat has roughly about 120 households in urban areas or 150 households in rural areas or roughly between 600 and 800 persons and not very much more. Thus in order to ensure a more or less even distribution of workload it is necessary to know not only the total number of households but also the total number of persons in each village or town. If we go by the number of households only, the number of persons in an enumeration block might turn out to be unmanageably large in cases where large institutions like hostels, general hospitals, etc., are also included in a block. Because we ascertain the number of persons also, it would be possible with the help of the figures entered in column 15, 16 and 17 to constitute large institutions into independent blocks.

GENERAL

1. *Provision is made in the column for affixing the signature of the Enumerator. What about the signature of the person writing up the house-list?*

The word 'Enumerator' may be scored out and the signature and designation of the person preparing the house-list may be furnished in the column.

2. *What is the purpose of indicating the landmarks?*

In the first place these landmarks would facilitate location of the census houses by the enumerator. In the second place, they would help Charge Superintendents in the constitution of Enumeration blocks. Since a block should have well-defined boundaries, the Charge Superintendent will have to go through the ordeal of actually surveying his whole charge for purposes of delimitation in the usual course. He is saved that bother now because he can constitute blocks in his office itself with reference to the landmarks indicated in the house-lists.

K. BALASUBRAMANYAM,
Superintendent of Census Operations,
Mysore.

Telegrams:—'MYCENSUS'

Telephone: 6921

No. CEN 27 CPO 60.

GOVERNMENT OF INDIA

MINISTRY OF HOME AFFAIRS

Office of the Superintendent of
Census Operations, Mysore,
Post Box No. 99, Ali Asker
Road, Bangalore-I.

Dated, the 8th June, 1960.

(Jyeshtha 18, Saka Era 1882).

CIRCULAR No. 6

Subject:—Constitution of Enumeration Blocks and Circles.

As soon as house-listing is completed and scrutiny by the Supervising Officers is over, the stage is set for the delimitation of Enumeration Blocks and Circles. The Enumeration Block comprises the group of census households which will be entrusted to an Enumerator for purposes of enumeration. The following principles are to be kept in view while forming Enumeration Blocks and Circles:—

(a) *Blocks:—*

(1) An urban Block should be a compact group of about 120 households with well-defined boundaries and a rural Block should have about 150 households.

(2) In the rural areas, each hamlet should be constituted into a separate Block even if the number of households in it is very much less than 150 and if the number of households is more it should be constituted into two or more Blocks depending upon the number of households. Care should be taken to see that no Block is partly in one hamlet and partly in another.

NOTE.—Generally, only groups of houses with a separate gramatana recognised in revenue accounts, should be treated as hamlets and not isolated houses or clusters of houses built in agricultural land.

(3) Villages having no hamlets should be constituted into separate Blocks the number of such Blocks depending on the number of households in them. If the number of households in a village is 150 or less it should be constituted into a single Block and if more, it should be split up into two or more Blocks of approximately 150 households each.

(4) Bechirak and forest villages should also be constituted into separate Blocks.

(5) Special Institutions like Central Jails, large Hospitals, Beggar Colony, large Hostels, etc., should be constituted into separate Blocks, irrespective of their size.

(6) Defence Service Establishments however small should be constituted into separate Blocks. If more than 700 persons or 120 households reside in the area covered by a Defence Unit, the Unit may be split up into two or more well-defined Blocks according to the number of families or persons residing in it.

(7) Each Railway Colony if it has more than 50 households, may be constituted into one or more compact Blocks with well-defined boundaries according to the number of households in the Colony.

(8) Labour camps in Project areas, etc., may similarly be constituted into one or more compact Blocks with well-defined boundaries, according to the number of persons residing in them.

(9) Care should be taken to see while constituting Blocks that no Block is partly in one Charge and partly in another.

(10) Care should also be taken to see that no structure is partly in one Block and partly in another.

(b) *Circles :*

(1) Each compact group of between 5 and 8 Blocks should be constituted into a Circle.

(2) Defence Service Establishments in each place will be constituted into urban or rural Circles, as the case may be, irrespective of the number of Blocks into which they might happen to be constituted.

(3) Railway Colonies, Labour Camps, Project Areas etc., will be constituted into separate Circles, if they have three Blocks or more.

(4) Every Circle should be a compact group of Blocks having well-defined boundaries.

(5) No Circle should be partly in one charge and partly in another, nor should it have a Block that is partly in it and partly in another Circle.

With a view to ensuring that the Blocks in a village or Municipal Division are of more or less equal size, it would be a good plan for the Charge Superintendent to decide with reference to each village or Municipal Division the number of Blocks to which it should be divided. This number may be arrived at by dividing the total number of census households in the village or Municipal Division by 150 in the case of a village in the rural charge and 120 in the case of a Municipal Division in the urban charge. Then the result got by such division should be rounded off to the nearest whole number, *i.e.*, if the result consists of a whole number plus a fraction, the fraction should be ignored if it is less than half and should be rounded off to the next higher number, if it is half or more than half. After the number of Blocks into which each village or the Municipal Division is divided is worked out in the above manner, the average number of households for each Block in that village or Municipal Division should be worked out by dividing the total number of households by the rounded off number of Blocks. Then, the Charge Superintendent should actually go through the houselists and mark off Blocks containing the appropriate number of households or as near to that as may be feasible taking care to see that each Block commences and ends with well-defined landmarks. The following example should make the position clear:—

(a) *Village :*

Total number of census households—798.

Number of Blocks $798/150=5.48$ or 5 (*i.e.*, rounded off to 5).

Average number of households per Block= $798/5$ or 160. If there is no landmark at 160 but there is a landmark at 155 and another at 176, the Block should close at 155 rather than taking it on to 176. Similarly, if in the next Block the landmark is at 305 and another landmark at 325, the Block should close at 325 and not at 305.

(b) *Urban areas :*

Total number of households in Municipal Division—1,250.

Number of Blocks $1,250/120=10.42$ or 10 (rounded off to 10).

Average number of households in each Block= 125 . If the landmarks are at 122 and 136, the first Block should close at 122 and should not be carried on till 136. Similarly

if the landmarks to be considered for the second Block are at 230 and 244, the second Block should end at 244 and not at 230.

Normally, the actual number of households included in each Block should differ from 120 in urban areas and 150 in rural areas by not more than 10 per cent. If the Charge Superintendent considers it necessary to constitute Blocks whose size is different from that specified above on account of special difficulties such as the distance to be covered by Enumerators and similar other reasons, he should indicate these reasons in the remarks column of the Charge List.

After the Blocks are formed in the above manner, they should be grouped into Circles keeping in view the principles mentioned above. The Charge Superintendent may also make a tentative allocation of the Enumerators and Supervisors at the rate of one Enumerator per Block and one Supervisor per Circle. The following points should be borne in mind while making allocation of Enumerators and Supervisors:—

(1) In rural areas, the Revenue Inspector or corresponding Officer will be the Supervisor of the Blocks within his jurisdiction. If the number of Circles comprised in a Revenue Inspector's jurisdiction is more than one, the Revenue Inspector may be the Supervisor of one Circle and suitable Officials should be proposed for appointment as Supervisors of other Circles.

(2) The village officer of each village should be appointed as the Enumerator of the village. If the village is large and has been constituted into a number of Blocks, the village School Master and such other literate Persons as may be available in the village should be appointed for the additional Blocks.

(3) Railway Blocks should be entrusted to suitable Railway employees as Supervisors and similarly Defence Servicemen should be entrusted with enumeration and supervisory duties in respect of Defence Service Units, in consultation with the authorities concerned.

(4) In the case of very small villages, or hamlets two or more villages or hamlets may be entrusted to a single Enumerator, care being taken to see (i) that the Blocks are contiguous, (ii) that the total number of households he has to deal with does not greatly exceed 150, (iii) that he receives a separate appointment order in respect of each Block, (iv) that he does not mix up the records of the blocks entrusted to him, and (v) that all the Blocks entrusted to him are in the same Circle.

(5) In the case of small urban areas, Municipal employees would constitute the Enumeration and Supervisory staff, supplemented where necessary by teachers

in Government or aided institutions or other Government employees.

(6) In the case of large towns, Government Servants will have to be recruited for enumeration and supervision work in addition to the municipal staff. Retired officials and employees of private Institutions may also be recruited, if absolutely necessary while recruiting Government Servants care should be taken to see that no Department's representation is disproportionately large and that officials are drafted in consultation with the concerned Head of the Office or Department.

(7) In selecting persons for enumeration and supervisory duties care should be taken to see that the Supervisor is of a higher status than that of the Enumerators who are to work under him.

(8) As far as possible, persons residing in the same locality should be chosen for Census work within the locality. If that is not possible a person from the nearest locality should be chosen.

(9) In the case of special institutions like Major Hospitals, Jails, etc., a suitable member of the staff should be appointed for Census work in consultation with the Head of the Institution concerned.

(10) A sufficient number of enumerators and supervisors should be held in reserve for each charge.

(11) Persons recruited as Enumerators and Supervisors should be thoroughly familiar with the language of the locality.

K. BALASUBRAMANYAM,
Superintendent of Census Operations,
Mysore.

To—(1) All the Divisional Commissioners.

(2) All the Deputy Commissioners of Districts.

(3) The Commissioners of Bangalore and Mysore City Municipalities and President, Kolar Gold Fields Sanitary Board.

(4) All Assistant Commissioners of Revenue Sub-Divisions.

(5) All City Census Officers.

(6) All the Charge Superintendents.

—

No. CEN 45 CPO 60.

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
CENSUS URGENT

OFFICE OF THE SUPERINTENDENT OF
CENSUS OPERATIONS IN MYSORE,
POST BOX No. 99,

No. 1, ALI ASKER ROAD, BANGALORE-1.
Dated the 7th September 1960
(Bhadra 16, Saka Era 1882).

CIRCULAR No. 7

To

All Charge Superintendents.

SIR,

Subject : Preparation of Charge List.

With the constitution of Blocks and Circles and tentative allocation of Enumeration and Supervisory staff as per Census Circular No. 6, the stage is now set for taking up the preparation of the Charge List. The Charge List is a register in which details of Census delimitations are furnished, together with the names, designations and addresses of persons who are proposed to be roped in for Enumeration duties. The list is to be prepared in *duplicate* strictly in accordance with instructions contained in the printed register, two copies of which have been sent to you separately to-day.

2. The various Census Divisions are to be listed in the Charge List in their proper order, the proper order being the order of Municipal Divisions in the case of Urban charges and the order of villages as per approved list in the case of the rural charges. In order to ensure that the listing is properly done, it would be a good plan to arrange the house-lists relating to your charge in their proper order and number the Blocks and Circles serially for the entire charge in the remarks column of the houselist before proceeding to fill up the Charge List. To distinguish the two sets of serials, Circles may be numbered serially in Roman figures and Blocks may be numbered serially in Arabic figures.

3. Before proceeding to fill up the Charge List you should also examine whether you have provided for an adequate number of reserves. If the number you have provided for falls very much short of 10 per cent of the regular Enumerators and/or Supervisors, you should immediately take action to cover the deficit. Likewise, you should take immediate action to bring down the reserve quota to about 10 per cent, if the number you have already provided is greatly in excess.

4. After attending to the above, you may proceed to fill up the Charge List, as per instructions contained in it. As this is the document upon which all subsequent stages

of Census Operations are to be based and since this happens to be the document which reflects the degree of thoroughness of the Enumeration arrangements you have made in respect of your charge, care should be taken to see that instructions regarding its preparation are thoroughly chewed up before making the entries.

5. The Charge List prepared in duplicate should reach your District/City Census Officer positively by the 21st instant to enable him to forward it in turn to this office latest by the 28th instant after due scrutiny. The Lists scrutinised by the District/City Census Officer will be further scrutinised in this office and one of the copies will be returned to you duly corrected or approved on or before 15th October 1960.

6. As the training of the District/City Census hierarchy will have to commence in the third week of October and there is therefore no time to lose, the deadlines indicated above may be kindly regarded as sacred and inviolable.

Yours faithfully,

K. BALASUBRAMANYAM,

Supdt. of Census Operations in Mysore.

Copy to:—

1. Divisional Commissioners and Deputy Commissioners.
2. Commissioners of Bangalore Corporation and Mysore City and President, K. G. F. Sanitary Board.
3. District Census Officers with a copy each of the Urban and Rural charge lists for necessary action.

Telegrams : 'MYCENSUS'

Telephone : 6921

No. CEN. 9 CPO. 60.

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

OFFICE OF THE SUPERINTENDENT
OF CENSUS OPERATIONS IN MYSORE,
POST BOX No. 99.

No. 1, ALI ASKER ROAD, BANGALORE-1.

Dated, the 22nd September 1960.
(Bhadra 31, Saka Era 1882).

CIRCULAR No. 7 A

To

The District Census Officer.

Sir,

Sub : Census 1961-Places to be treated as Towns for the 1961 Census.

Pending formal approval by the State Government, it has been decided to treat (i) City Municipalities, Canton-

ments and Civil lines, (ii) all Towns constituted as Municipalities under the different Municipal Acts in force in the different regions of the State (iii) all non-Municipal areas with a population above 10,000 and (iv) all non-Municipal areas with a population between 5,000 and 10,000 where more than 75% of the male population are engaged in non-agricultural pursuits, as towns for the purpose of census operations of 1961. A list of places drawn up on the basis of the above criterias has been sent to the State Government for its formal approval. The extract relating to your District is enclosed. The list does not include Town Panchayats and Panchayat Boards whose population is more than 5,000 but less than 10,000 where the proportion of male population having non-agricultural pursuits as means of livelihood is less than 75 per cent.

2. The list contains mostly places that have already been treated as urban units and constituted into separate urban charges.

3. The following places in your District that are at present treated as rural units and incorporated in the concerned rural charges will become towns under these Proposals.

.....

.....

4. The list does not contain the following places in your District that were treated as urban units in the 1951 Census, some of which have been constituted into urban charges already and the remaining are included in the concerned Taluk rural charges, with a note that they are urban units.

.....

.....

5. As regards places coming under the first category, you may proceed to write up the charge list straightaway in the *pro forma* prescribed for urban charges in accordance with printed instructions contained in the charge list and in Circular No. 7.

6. As regards places coming under the second category, *i.e.*, those proposed to be treated as Towns newly each of these should be constituted into a separate charge and charge list written up as for urban charge in the manuscript in the first instance. The Tahsildar may be the Charge Superintendent in respect of such charges. In the concerned Rural Charge list, the names of the places may be shown in the appropriate place without a serial number. Instead of furnishing the remaining particulars a note may be made across the line indicating constitution of a separate Census Charge in respect of the place.

7. As regards places specified in the third category, they are now to be treated as rural units. If they are not serially numbered now, in the list of villages, each should be given a sub-number of the preceding village in the approved list as 22(a), 31(a), etc. They should be included in the taluk Rural Charge list.

8. In respect of the Town Panchayats and Panchayat Boards which are not included in the Notification, if any, constituting them as separate urban charges should be cancelled and these places should be shown in the concerned Rural charge list giving them a sub-number as already indicated. A further communication will be made to you after receipt of orders of Government.

Yours faithfully,

K. BALASUBRAMANYAM,

Superintendent of Census Operations in Mysore.

Telegram: "MYCENSUS"

Telephone: 6921

No. CEN 32 CPO 60.

GOVERNMENT OF INDIA

MINISTRY OF HOME AFFAIRS

Office of the Superintendent of Census
Operations in Mysore, No. 1,
Ali Asker Road, Bangalore-1.

Dated 14th September 1960

CIRCULAR No. 8

To

All Charge Superintendents.

SIR,

Subject.—Preparation of House-lists.

In Circulars issued earlier by this office, it was directed that House-lists should be prepared in duplicate. One copy was intended to be sent to this office. The other copy has perforce to be retained by the Charge Superintendent for use while constituting Census Divisions and preparing the Charge List. Extracts of the house-list pertaining to different blocks need to be given to Enumerators for reference. It has been brought to notice of the undersigned that in some areas only one copy of houselist has been prepared in respect of the entire charge and that copy has been sent to this office, leaving no record whatsoever with the Charge Superintendent to help delimiting Census Divisions in his charge.

The District/City Census Officers and the Charge Superintendents are requested to thoroughly check up immediately whether House lists have been written up in duplicate for *all* Villages/Divisions in the Charge. Each Charge Superintendent should furnish a certificate to the District City Census Officer before 22nd September 1960 that the houselists have been prepared in duplicate and one copy is available with the Charge Superintendent after despatching one copy to this office. Where duplicates have not been prepared, immediate action should be taken to get another copy prepared. As Houselist forms

have run out of stock, the required quantity of paper will be supplied for the purpose by this office. The District/City Census Officers and Charge Superintendents are requested to take immediate action in this regard under intimation to the undersigned.

Receipt of this letter should be acknowledged.

Yours faithfully,

K. BALASUBRAMANYAM,
Superintendent of Census Operations
in Mysore.

Copy to.—

The Deputy Commissioners of Districts.

All District/City Census Officers. The certificates furnished by Charge Superintendents in respect of each District/City should be consolidated and forwarded to this office before the 25th of this month.

Telegrams : "MYCENSUS" Telephone : 6921

No. CEN 47 CPO 60.

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

Office of the Superintendent of
Census Operations, Mysore, Post
Box No. 99, No. 1, Ali Asker
Road, Bangalore-1.

Date, the 3rd October 1960.
(Asvin 11, Saka Era 1882.)

CIRCULAR No. 9

To

All Charge Superintendents.

SIR,

Subject :—Preparation of Block lists.

As soon as the Charge List relating to your charge is returned to you duly approved, you should arrange to get Circle lists and Block lists prepared without delay. The lists should at any rate be ready by 7th November 1960, as per census calendar sent to you with this Office Circular letter No. CEN 46 CPO 60, dated 22nd September 1960.

2. Of the above two items, the first, namely the Circle list is partly an extract of the Charge List and partly a record of the progress of Enumeration in the Circle concerned. It shows the total number of houses which each of the Enumerators in the Circle has to deal with, the number of the first and last houses in each Block, the name and address of the Enumerator; the date of commencement of enumeration in each Block and the progress of Enumeration week by week. The part of the Circle list which forms an extract of the Charge list will be filled in the Charge

Superintendent's office with reference to the Charge list while the portion which records the progress of Enumeration will be filled in by the Supervisor concerned. This list will have to be handed over to the Supervisor along with his Appointment Order.

3. The other item, namely, the Block list an abridged form of the Houselist which shows in respect of houses included in each Block the particulars that are furnished in columns 1, 2, 3 and 11 of the houselist relating to the Block. In addition, the Block list provides for recording the dates of enumeration and final check. Like the Circle list, the Block list also will have to be got prepared by the Charge Superintendents and will have to be handed over to the Enumerator along with his Appointment Order.

4. Adequate number of copies of the Circle list as well as the Block list will be supplied to you in time. In order to ensure that the exact number of copies required are supplied to you, you would be well-advised to send immediately information as to the number of Circles and Blocks into which your charge has been constituted. It is hardly necessary to add that houselist forms should not be used for the preparation of Block lists.

Yours faithfully,

K. BALASUBRAMANYAM,
Superintendent of Census Operations
in Mysore.

Copy to.—

1. Divisional and Deputy Commissioners.
2. District and City Census Officers.
3. Sub-Division Officers.
4. Secretary to Government, Revenue/L.S.G. and Public Health Departments (with a covering letter).
5. The Registrar General and all S.C.O's.

Grams : "MYCENSUS"

Phone : 6921.

No. CEN 72 EST 60.

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

OFFICE OF THE SUPERINTENDENT
OF CENSUS OPERATIONS, MYSORE,
POST BOX NO. 99,
NO. 1, ALI ASKER ROAD, BANGALORE-1.

Date, the 5th November 1960.

(Kartik 14, Saka Era 1882.)

CIRCULAR No. 10

Sub :—APPOINTMENT OF ENUMERATORS AND SUPERVISORS—DISTRIBUTION OF APPOINTMENT ORDER FORMS.

Printed forms of appointment orders for the appointment of Supervisors and Enumerators have already been

despatched to some Districts, and to others they are under despatch. These supplies represent the requirements of both urban and rural charges. The order forms are printed in books of 100 & 25 folios each for Enumerators and 25 & 10 folios each for Supervisors. The following will be the mode of distribution of these forms:

Enumerators' Forms:

For every town with a population of 10000 assuming that a Block would be constituted for every 600 persons, the requirement would work out to nearly 17 or 20 forms in round numbers.

For every town with a population of over 50,000 the number of forms required would be $20 \times 5 = 100$. On this basis the distribution would be:—

(i) *Town with a population of 10000 to 50000:*

For every 10000 population or fraction thereof one Book of 25 folios.

(ii) *Towns with a population of 50000 and above:*

For every 50000 population one Book of 100 folios and for every 10000 population or a fraction thereof in excess of 50,000 but not exceeding 1 lakh one Book of 25 folios.

Supervisors' Forms:

Towns with a population of 10000 which would roughly be divided into about 20 Blocks would have four Circles on the basis of 1 Circle for every 5 Blocks. The distribution of forms for the appointment of Supervisors would therefore be as follows:

(i) *Towns with a population of 20000 and below:*

One Book of 10 folios.

(ii) *Towns with a population of 50000 and above:*

One Book of 25 folios for every 50000 population and one Book of 10 folios for every 20000 population for a fraction thereof in excess of 50000 and up to 1 lakh.

The basis of calculation for the rural charges would also be the same as above but for this difference that a Block in the rural charge would consist of 750 persons instead of the 600 for an urban Block. The proportion of the Books in the two denominations should also be such as to permit of a distribution of complete Books to the charges. If a disproportionately large number of Books of 100 folios are received in any particular District then their distribution to smaller charges requiring less number of forms than 100 is naturally rendered difficult, and *vice versa*.

It is therefore requested that the consignment of order forms received by the District Census Officers may be carefully checked up. Any excess quantity of the forms received in either denomination calculated on the above basis may be returned to this office accompanied by a clear + or — memo-

randum. likewise, indents may be placed for shortages if any.

The receipt of the Circular may be acknowledged.

K. BALASUBRAMANYAM,
*Superintendent of Census Operations,
Mysore, Bangalore.*

To

The Deputy Commissioners of Districts.
The District Census Officers.
The City Census Officers.
All Charge Superintendents.

Grams: 'MYCENSUS'

Phone: 6921

No. CEN 42 CPO 60.

GOVERNMENT OF INDIA

MINISTRY OF HOME AFFAIRS

OFFICE OF THE SUPERINTENDENT OF
CENSUS OPERATIONS IN MYSORE,
No. 1, ALI ASKER ROAD, BANGALORE

Date 16th November 1960.

CIRCULAR No. 11

To

All Charge Superintendents.
All District Census Officers.
All City Census Officers.

SIR,

Subject: LOCATION CODE.

The Location Code is to be written in respect of every household and individual enumerated on the Household Schedule and Enumeration Slip respectively. The object of the Location Code is to identify every household and its members anywhere within the State. For this purpose it is necessary to give a Code number to each District/City another to a Tahsil/Town, a third to the Block and a fourth to a census household. These four code numbers are called the elements of the Location Code.

For the purpose of the census, a specific number has been assigned to every District/City and this is the first element of the Location Code. Every Tahsil and Town in each District has also been assigned a specific number which is the second element of the Location Code. In the case of Bangalore City the second element of the Location Code is the serial number of the Charge. While the code numbers

of District/City and Tahsils will be in Arabic numerals, the code numbers of towns will be in Roman numerals. A list of District/City, Taluks and Towns with their code numbers is appended for reference.

In the rural area, the third element of the Location Code gives the code number of the Block within a Rural census charge. Similarly, in the urban area, the third element of the Location Code denotes the code number of the Block within that urban census charge.

The fourth element both in rural and urban areas is the code number of the household concerned. This may be a single or composite number depending on circumstances.

As house-numbering has been done generally by street or cluster of houses long before the formation of enumeration blocks, the household number should comprise on the name of the house-numbering unit as well as the household number.

Examples :

In the rural areas, a census house may have Location Code like this :

8/4/98 Harijan Colony 4(1)

8/4/98 Kumbarahatti 84 (2) (C)

In these cases 8 is the code number of the District, 4 is the code number of the Tahsil within that District, 98 is the code number of the Block in the Tahsil charge, Harijan Colony 4(1) denotes the house numbering unit and house number of the first household. In the second case the census house number 84(2) contains three households and as we are concerned with the third household in that house the number is given as 84 (2)(C).

In the urban areas, a census house may have Location Code like this :

8/III/48/V Cross Road 28(1)

Here 8 is the code number of the District, III is the code number of the Town within that District, 48 is the code number of Block and V Cross Road 28(1) indicates the identity of the house numbering unit and the composite census house number. If this census house contains more than one household, then the same remarks as in the second example will apply.

Yours faithfully,

K. BALASUBRAMANYAM,

*Superintendent of Census Operations in
Mysore.*

Copy to—All Divisional Deputy Superintendent of Census Operations.
All Deputy Commissioners of Districts.
Municipal Commissioner, Corporation of the City of Bangalore.

LOCATION CODE

<i>District/Taluk/City</i>	<i>Location Code</i>
Bangalore District	1
Corporation of the City of Bangalore ..	1A
Belgaum District	2
Bellary District	3
Bidar District	4
Bijapur District	5
Chikmagalur District	6
Chitradurga District	7
Coorg District	8
Dharwar District	9
Culbarga District	10
Hassan District	11
Kolar District	12
Mandya District	13
Mysore District	14
North Kanara District	15
Raichur District	16
Shimoga District	17
South Kanara District	18
Tumkur District	19

BANGALORE DISTRICT (RURAL) :

Anekal Taluk	1-1
Bangalore North Taluk	1-2
Bangalore South Taluk	1-3
Channapatna Taluk	1-4
Devanahalli Taluk	1-5
Doddaballapur Taluk	1-6
Hoskote Taluk	1-7
Kanakapura Taluk	1-8
Magadi Taluk	1-9
Nelamangala Taluk	1-10
Ramanagaram Taluk	1-11

BANGALORE DISTRICT (URBAN) :

Corporation of the City of Bangalore ..	1A
Charge One (Municipal Division Nos. 1, 2 and 3).	1A-I
Charge Two (Municipal Division Nos. 4, 5 and 6).	1A-II
Charge Three (Municipal Division Nos. 7, 8 and 10).	1A-III
Charge Four (Municipal Division Nos. 11 and 12).	1A-IV
Charge Five (Municipal Division Nos. 13 and 14).	1A-V
Charge Six (Municipal Division Nos. 9 and 15).	1A-VI
Charge Seven (Municipal Division Nos. 16, 17 and 19).	1A-VII
Charge Eight (Municipal Division Nos. 18, 21, 24 and 25).	1A-VIII

LOCATION CODE—(Contd)

<i>District/Taluk/City</i>	<i>Location Code</i>	<i>District/Taluk/City</i>	<i>Location Code</i>
Charge Nine (Municipal Division Nos. 20, 22, and 23).	1A-IX	BELGAUM DISTRICT (URBAN) :	
Charge Ten (Municipal Division Nos. 26, 27 and 28).	1A-X	Athani (M) 2-I
Charge Eleven (Municipal Division Nos. 29, 30 and 31).	1A-XI	Bailhongal (M) 2-II
Charge Twelve (Municipal Division Nos. 32, 33 and 34).	1A-XII	Belgaum (M) 2-III
Charge Thirteen (Municipal Division Nos. 39 and 40).	1A-XIII	Belgaum Cantt. 2-III B
Charge Fourteen (Municipal Division Nos. 37 and 38).	1A-XIV	Chikodi (non-Municipal Town) 2-IV
Charge Fifteen (Municipal Division Nos. 35, 44, 45 and 46).	1A-XV	Gokak (M) 2-V
Charge Sixteen (Municipal Division Nos. 36, 49 and 50).	1A-XVI	Hukkeri (T.P.) 2-VI
Charge Seventeen (Ramachandrapuram, Brahmapura and Yellamma's Garden).	1A-XVII	Konnur (T.P.) 2-VII
Charge Eighteen (Thyagarajanagar)	.. 1A-XVIII	Kudachi (T.P.) 2-VIII
Charge Nineteen (Municipal Division Nos. 47 and 48).	1A-XIX	Nippani (M) 2-IX
Charge Twenty (Municipal Division Nos. 41, 42 and 43).	1A-XX	Ramdurg (M) 2-X
Anekal (M) 1-I	Sadalaga (non-Municipal Town) 2-XI
Channapatna (M) 1-II	Sankeshwar (T.P.) 2-XII
Devarajeevanahalli (T.P.) 1-III	Saundatti-Yellamma (M) 2-XIII
Devanahalli (M) 1-IV	BELLARY DISTRICT (RURAL) :	
Doddaballapur (M) 1-V	Bellary Taluk 3-1
H.A.L. Sanitary Board (Sanitary Board)	.. 1-VI	Hadagalli Taluk 3-2
Hoskote (M) 1-VII	Harpanahalli Taluk 3-3
Jalahalli (non-Municipal Town)	.. 1-VIII	Hospet Taluk 3-4
Jodi Kempapur (non-Municipal Town)	.. 1-IX	Kudligi Taluk 3-5
Kanakapura (M) 1-X	Mallapuram Taluk 3-6
Kadugondanahalli (non-Municipal Town)	.. 1-XI	Sandur Taluk 3-7
Magadi (M) 1-XII	Siruguppa Taluk 3-8
Nelamangala (M) 1-XIII	BELLARY DISTRICT (URBAN) :	
Ramanagaram (M) 1-XIV	Amaravathi (T.P.) 3-I
Sarjapur (M) 1-XV	Bellary (M) 3-II
Thyamagondlu (M) 1-XVI	Harpanahalli (T.P.) 3-III
Vijayapura (M) 1-XVII	Hospet (M) 3-IV
Yelahanka (M) 1-XVIII	Kamalapur (T.P.) 3-V
Yeswantapura (T.P.) 1-XIX	Kampli (T.P.) 3-VI
Kethamaranahalli (N.M) 1-XX	Kottur (T.P.) 3-VII
BELGAUM DISTRICT (RURAL) :		BIDAR DISTRICT (RURAL) :	
Athani Taluk 2-1	Aurad Taluk 4-1
Belgaum Taluk 2-2	Bidar Taluk 4-2
Chikodi Taluk 2-3	Bhalki Taluk 4-3
Gokak Taluk 2-4	Humnabad Taluk 4-4
Hukkeri Taluk 2-5	BIDAR DISTRICT (URBAN) :	
Khanapur Taluk 2-6	Bhalki (M) 4-I
Parasgad Taluk 2-7	Bidar (M) 4-II
Raibag Taluk 2-8	Chitguppa (M) 4-III
Ramdurg Taluk 2-9	Humnabad (M) 4-IV
Sampagaon Taluk 2-10	Kalyani (M) 4-V

LOCATION CODE—(Contd)

<i>District/Taluk/City</i>	<i>Location Code</i>	<i>District/Taluk/City</i>	<i>Location Code</i>
BIJAPUR DISTRICT (RURAL) :		Holalkere Taluk 7-6
Badami Taluk 5-1	Hosdurga Taluk 7-7
Bagalkot Taluk 5-2	Jagalur Taluk 7-8
Bagevadi Taluk 5-3	Molakalmuru Taluk 7-9
Bijapur Taluk 5-4	CHITRADURGA DISTRICT (URBAN) :	
Bilgi Taluk 5-5	Challakere (M) 7-I
Hungund Taluk 5-6	Chitradurga (M) 7-II
Indi Taluk 5-7	Davanagere (M) 7-III
Jamkhandi Taluk 5-8	Harihar (M) 7-IV
Muddebihal Taluk 5-9	Hiriyur (M) 7-V
Mudhol Taluk 5-10	Holalkere (M) 7-VI
Sindgi Taluk 5-11	Hosdurga (M) 7-VII
BIJAPUR DISTRICT (URBAN) :		Jagalur (M) 7-VIII
Bagalkot (M) 5 I	Mayakonda (M) 7-IX
Bagevadi (T.P.) 5-II	Molakalmuru (M) 7-X
Bijapur (M) 5-III	Nayakanhatti (M) 7-XI
Guledgud (M) 5-IV	Turuvanur (M) 7-XII
Ilkal (M) 5-V	COORG DISTRICT (RURAL) :	
Jamkhandi (M) 5-VI	Mercara Taluk 8-1
Mahalingapur (M) 5-VII	Somvarpet Taluk 8-2
Mudhol (M) 5-VIII	Virajpet Taluk 8-3
Rabkavi-Banhatti (M) 5-IX	COORG DISTRICT (URBAN) :	
Sulibhavi (T.P.) 5-X	Gonikoppal (N.A.) 8-I
Talikot (M) 5-XI	Hebbale (N.A.) 8-II
Terdal (M) 5-XII	Kodlipet (N.A.) 8-III
CHIKMAGALUR DISTRICT (RURAL) :		Kushalnagar (N.A.) 8-IV
Chikmagalur Taluk 6-1	Mercara (M) 8-V
Kadur Taluk 6-2	Ponnampet (N.A.) 8-VI
Koppa Taluk 6-3	Sanivarsanthe (N.A.) 8-VII
Mudigere Taluk 6-4	Somvarpet (N.A.) 8-VIII
Narasimharajapura Taluk 6-5	Suntikoppa (N.A.) 8-IX
Sringeri Taluk 6-6	Virajpet (M) 8-X
Tarikere Taluk 6-7	DHARWAR DISTRICT (RURAL) :	
CHIKMAGALUR DISTRICT (URBAN) :		Byadgi Taluk 9-1
Ajjampur (M) 6-I	Dharwar Taluk 9-2
Birur (M) 6-II	Gadag Taluk 9-3
Chikmagalur (M) 6-III	Hangal Taluk 9-4
Kadur (M) 6-IV	Haveri Taluk 9-5
Koppa (M) 6-V	Hirekerur Taluk 9-6
Mudigere (M) 6-VI	Hubli Taluk 9-7
Narasimharajapura (M) 6-VII	Kalghatgi Taluk 9-8
Sringeri (M) 6-VIII	Kundagol Taluk 9-9
Tarikere (M) 6-IX	Mundargi Taluk 9-10
CHITRADURGA DISTRICT (RURAL) :		Nargund Taluk 9-11
Challakere Taluk 7-1	Navalgund Taluk 9-12
Chitradurga Taluk 7-2	Ranibennur Taluk 9-13
Davanagere Taluk 7-3	Ron Taluk 9-14
Harihar Taluk 7-4	Shiggaon Taluk 9-15
Hiriyur Taluk 7-5	Shirahatti Taluk 9-16

LOCATION CODE—(Contd)

<i>District/Taluk/City</i>	<i>Location Code</i>	<i>District/Taluk/City</i>	<i>Location Code</i>
DHARWAR DISTRICT (URBAN) :		HASSAN DISTRICT (URBAN) :	
Annigeri (T.P) 9-I	Alur (M) II-I
Byadgi (M) 9-II	Arkalgud (M) II-II
Dharwar (M) 9-III	Arsikere (M) 11-III A
Gadag-Betgeri (M) 9-IV	Lakshmipur (Sanitary Board) II-III B
Gajendragad (T.P) 9-V	Banavar (M) 11-IV
Hangal (T.P) 9-VI	Belur (M) 11-V
Haveri (M) 9-VII	Channarayapatna (M) 11-VI
Hubli (M) 9-VIII	Hassan (M) 11-VII
Kundagol (M) 9-IX	Holenarasipur (M) 11-VIII
Lakshmeshwar (M) 9-X	Konanur (M) 11-IX
Naregal (T.P) 9-XI	Sakleshpur (M) 11-X
Nargund (M) 9-XII	Sravanabelagola (M) 11-XI
Navalgund (M) 9-XIII		
Ranibennur (M) 9-XIV	KOLAR DISTRICT (RURAL) :	
Ron (T.P) 9-XV	Bagepalli Taluk 12-1
Savanur (M) 9-XVI	Bangarapet Taluk 12-2
Shirahatti (M) 9-XVII	Chikballapur Taluk 12-3
		Chintamani Taluk 12-4
		Gauribidanur Taluk 12-5
		Gudibanda Taluk 12-6
		Kolar Taluk 12-7
		Malur Taluk 12-8
		Mulbagal Taluk 12-9
		Sidlaghatta Taluk 12-10
		Srinivasapur Taluk 12-11
		KOLAR DISTRICT (URBAN) :	
		Bagepalli (M) 12-1
		Bangarapet (M) 12-II
		Chikballapur (M) 12-III
		Chintamani (M) 12-IV
		Gauribidanur (M) 12-V
		Gudibanda (M) 12-VI
		Kolar (M) 12-VII
		K.G.F. City (Sanitary Board) 12-VIII
		Mysore Mine and K.G.F. (Charge One Hospital Areas).	12-VIII A
		Charge Two (Champion Reefs Mine, Oorgaum Mine and K.G.F. Electricity Department areas).	.. 12-VIII B
		Charge Three (Nundydoorg Mine area)	.. 12-VIII C
		Charge Four [K.G.F. Sanitary Board Non-Mining (Urban) area.]	12-VIII D
		Charge Five (K.G.F. Sanitary Board Non-Mining (Rural) area.)]	12-VIII E
		Malur (M) 12-IX
		Manchenahalli (M) 12-X
		Mulbagal (M) 12-XI
		Sidlaghatta (M) 12-XII
		Srinivasapur (M) 12-XIII
GULBARGA DISTRICT (RURAL) :			
Afzalpur Taluk 10-1		
Aland Taluk 10-2		
Chincholi Taluk 10-3		
Chitapur Taluk 10-4		
Gulbarga Taluk 10-5		
Jevargi (Andola) Taluk 10-6		
Sedam Taluk 10-7		
Shahpur Taluk 10-8		
Shorapur Taluk 10-9		
Yadgir Taluk 10-10		
GULBARGA DISTRICT (URBAN) :			
Aland (M) 10-I		
Chicholi (M) 10-II		
Chitapur (M) 10-III		
Gulbarga (M) 10-IV		
Gurmatkal (M) 10-V		
Sedam (M) 10-VI		
Shahabad (M) 10-VII		
Shahpur (M) 10-VIII		
Shorapur (M) 10-IX		
Yadgir (M) 10-X		
HASSAN DISTRICT (RURAL) :			
Alur Taluk 11-1		
Arkalgud Taluk 11-2		
Arsikere Taluk 11-3		
Belur Taluk 11-4		
Channarayapatna Taluk 11-5		
Hassan Taluk 11-6		
Holenarasipur Taluk 11-7		
Manjarabad Taluk 11-8		

LOCATION CODE-(Contd).

<i>District/Taluk/City</i>	<i>Location Code</i>	<i>District/Taluk/City</i>	<i>Location Code</i>
MANDYA DISTRICT (RURAL) :		MYSORE DISTRICT (URBAN)-(Contd)	
Krishnarajpet Taluk	13-1	Nanjangud (M)	14-XII
Maddur Taluk	13-2	Periyapatna (M)	14-XIII
Malavalli Taluk	13-3	Sargur (M)	14-XIV
Mandya Taluk	13-4	Saligrama (M)	14-XV
Nagamangala Taluk	13-5	Talkad (M)	14-XVI
Pandavapura Taluk	13-6	Thirumakudlu Narasipur (M)	14-XVII
Srirangapatna Taluk	13-7	Yelandur (M)	14-XVIII
MANDYA DISTRICT (URBAN) :		NORTH KANARA DISTRICT (RURAL) :	
Belavadi (M)	13-I	Ankola Taluk	15-1
Bellur (M)	13-II	Bhatkal Taluk	15-2
Krishnarajpet (M)	13-III	Haliyal Taluk	15-3
Maddur (M)	13-IV	Honavar Taluk	15-4
Mandya (M)	13-VA	Karwar Taluk	15-5
Mandya Sugar Town (Town Board)	13-VB	Kumta Taluk	15-6
Malavalli (M)	13-VI	Mundgod Taluk	15-7
Melkote (M)	13-VII	Siddapur Taluk	15-8
Nagamangala (M)	13-VIII	Sirsi Taluk	15-9
Pandavapura (M)	13-IX	Supa Taluk	15-10
Srirangapatna (M)	13-X	Yellapur Taluk	15-11
MYSORE DISTRICT (RURAL) :		NORTH KANARA DISTRICT (URBAN) :	
Chamarajanagar Taluk	14-1	Bhatkal (M)	15-I
Gundlupet Taluk	14-2	Dandeli (Notified Area)	15-II
Heggadadevanakote Taluk	14-3	Gokarn (M)	15-III
Hunsur Taluk	14-4	Haliyal (M)	15-IV
Kollegal Taluk	14-5	Honavar (M)	15-V
Krishnarajanagar Taluk	14-6	Karwar (M)	15-VI
Mysore Taluk	14-7	Kumta (M)	15-VII
Nanjangud Taluk	14-8	Sirsi (M)	15-VIII
Periyapatna Taluk	14-9	RAICHUR DISTRICT (RURAL) :	
Thirumakudlu Narasipur Taluk	14-10	Deodurg Taluk	16-1
Yelandur Taluk	14-11	Gangavati Taluk	16-2
MYSORE DISTRICT (URBAN) :		Koppal Taluk	16-3
Agara-Mamballi (M)	14-1	Kushtagi Taluk	16-4
Bannur (M)	14-II	Lingsugur Taluk	16-5
Chamarajanagar-Ramasamudra (M)	14-III	Manvi Taluk	16-6
Gundlupet (M)	14-IV	Raichur Taluk	16-7
Heggadadevanakote (M)	14-V	Sindhur Taluk	16-8
Hunsur (M)	14-VI	Yelburga Taluk	16-9
Kollegal (T.P)	14-VII	RAICHUR DISTRICT (URBAN) :	
Krishnarajanagar (M)	14-VIII	Deodurg (M)	16-I
Mirle (M)	14-IX	Gangavati (M)	16-II
Mysore City (M)	14-X	Koppal (M)	16-III
Charge One (Devaraja Mohalla)	14-XA	Kushtagi (M)	16-IV
Charge Two (Chamaraj and Fort Mohalla)	14-XB	Lingsugur (M)	16-V
Charge Three (Mandi Mohalla)	14-XC	Manvi (M)	16-VI
Charge Four (Lashkar Mohalla)	14-XD	Mudgal (M)	16-VII
Charge Five (Krishnaraj and Najarbad Mohalla)	14-XE	Raichur (M)	16-VIII
Mugur (M)	14-XI	Sindhur (M)	16-IX

LOCATION CODE—(Concl'd)

<i>District/Taluk/City</i>	<i>Location Code</i>	<i>District/Taluk/City</i>	<i>Location Code</i>
SHIMOGA DISTRICT (RURAL) :		TUMKUR DISTRICT (RURAL—Cont'd)	
Bhadravati Taluk	17-1	Sira Taluk	19-7
Channagiri Taluk	17-2	Tiptur Taluk	19-8
Honnali Taluk	17-3	Tumkur Taluk	19-9
Hosanagar Taluk	17-4	Turuvekere Taluk	19-10
Sagar Taluk	17-5		
Shikaripur Taluk	17-6	TUMKUR DISTRICT (URBAN) :	
Shimoga Taluk	17-7	Chiknayakanhalli (M)	19-I
Sorab Taluk	17-8	Gubbi (M)	19-II
Tirthahalli Taluk	17-9	Koratageré (M)	19-III
		Kunigal (M)	19-IV
SHIMOGA DISTRICT (URBAN) :		Madhugiri (M)	19-V
Bhadravati (M)	17-IA	Pavagada (M)	19-VI
Bhadravathi New Town (Town Board)	17-IB	Sira (M)	19-VII
Channagiri (M)	17-II	Tiptur (M)	19-VIII
Honnali (M)	17-III	Turuvekere (M)	19-IX
Hosanagar (M)	17-IV	Tumkur (M)	19-X
Kargal (Project Area)	17-V	Y. N. Hoskote (M)	19-XI
Kumsi (M)	17-VI		
Nyamathi (M)	17-VII	<i>Abbreviations used in this code :</i>	
Sagar (M)	17-VIII	M: Municipality.	
Shikaripur (M)	17-IX	TP: Town Panchayat.	
Shimoga (M)	17-X	N. A.: Notified Area.	
Shiralkoppa (M)	17-XI		
Sorab (M)	17-XII		
Tirthahalli (M)	17-XIII		
SOUTH KANARA DISTRICT (RURAL) :			
Balthangady Taluk	18-I		
Buntwal Taluk	18-2		
Coondapur Taluk	18-3		
Karkal Taluk	18-4		
Mangalore Taluk	18-5		
Puttur Taluk	18-6		
Udipi Taluk	18-7		
SOUTH KANARA DISTRICT (URBAN) :			
Coondapur (T.P.)	18-I		
Karkal (T.P.)	18-II		
Mangalore (M)	18-III		
Malpe (T.P.)	18-IV		
Mulki (T.P.)	18-V		
Puttur (T.P.)	18-VI		
Udipi (M)	18-VII		
Ullal (T.P.)	18-VIII		
TUMKUR DISTRICT (RURAL) :			
Chiknayakanhalli Taluk	19-1		
Gubbi Taluk	19-2		
Koratageré Taluk	19-3		
Kunigal Taluk	19-4		
Madhugiri Taluk	19-5		
Pavagada Taluk	19-6		

Abbreviations used in this code :

M: Municipality.

TP: Town Panchayat.

N. A.: Notified Area.

K. BALASUBRAMANYAM,

Supdt. of Census Operations, Mysore.

Telegram: 'MYCENSUS'

Telephone: 6921

GOVERNMENT OF INDIA

MINISTRY OF HOME AFFAIRS

OFFICE OF THE SUPERINTENDENT OF
CENSUS OPERATIONS IN MYSORE,
No. 1, ALI ASKER ROAD, BANGALORE-1.

Date 11th November 1960.

CIRCULAR No. 12

To

All Charge Superintendents.

SIR,

*Subject: SUBMISSION OF INDENTS FOR PADS,
SCHEDULES, ETC.*

As soon as the Charge lists are approved and you know definitely how many Blocks and Circles there are in your Charge, you are required to send indents to this office for

pads and household schedules. Since there has been considerable delay in the submission of Charge Lists, and this office is consequently not in a position to estimate your requirements of Block Lists and Circle Lists, you may send in your indents for these items also along with your indent for pads and household schedules, so as to reach this office not later than the 15th instant.

Of the items for which you have to send your indent, the Block List is, as the name itself indicates, the list of households included in each Enumeration Block. It is an extract of the houselist furnishing in respect of each household included in a Block, the particulars contained in Columns 1, 2, 3, 11 and 12 of the houselist with two additional columns provided to note respectively the date of enumeration of the household and the date of the final check. You will have to get these lists prepared for the blocks included in each Circle by the Supervisor in charge of it. As only one copy of the Block List is to be prepared, you may indent for as many blocklist booklets as there are Enumeration Blocks in your Charge plus two copies for reference in your office.

The Circle List is a list of Block in each Circle showing in respect of each Block its description, the number of households with the first and last census house numbers in each block, the name, occupation and address of the Enumerator appointed for the block, etc. Separate columns are also provided in the Circle List for recording the progress of Training and Enumeration in the case of each Block along with a few other particulars. As the List will have to be prepared in duplicate your indent for Circle List forms will be for twice the number of Circles in your Charge plus two copies for reference in your office.

The forms used for the actual enumeration are the Household Schedule and the individual slip. The Household Schedule is meant for recording particulars regarding household cultivation and/or household industry in respect of each household. On the reverse of the Schedule are to be recorded a few basic facts concerning the individuals composing the household. These Household Schedules are supplied in books of two denominations namely books of 50 schedules and books of 25 schedules. Since there should be a Household Schedule for every household, you should estimate your requirement of the Schedules on the basis of the actual number of households in each Block and your indents should be according to the following formula :

One Book of 25 schedules if the number of households in a block is less than 25.

One Book of 50 schedules if the number of households in Block is between 25 and 50.

If the number of households in a Block is more than 50, one book of 50 Schedules for every additional 50 households or fractions of 25 and over, one book of 25 schedules being supplied for fractions less than 25.

The individual slips are meant for recording particulars relating to each individual. The slips containing the main census questions with blanks for recording the answers are made up into pads of two denominations namely 100 and 25. Indents for these pads may be prepared on the following basis :—

$$\frac{\text{Number of households in Block} \times 5.5}{100} = \text{pads of 100}$$

For fractions of 25 or less over the above one pad of 25 slips.

For fractions above 25 one additional pad of 100 slips,

On the basis of the above formulae, you may prepare a consolidated indent in the form enclosed and send it in duplicate so as to reach this office on or before the 20th instant. Separate instructions will issue in due course regarding the manner in which the pads, schedules will be despatched to the Charge Superintendents and how they have to be distributed among the field-staff.

Yours faithfully

K. BALASUBRAMANYAM,
*Superintendent of Census Operations
in Mysore.*

Copy to ;

- (1) All District/City Census-Officers.
- (2) Deputy Commissioners and Divisional Commissioners
- (3) All Census Superintendents.
- (4) All Sub-Division Officers.

WD P 2265—GPB—250—5-8-65

