



सत्यमेव जयते

CENSUS OF INDIA 1961

DELHI

PART VIII A

ADMINISTRATION REPORT
(ENUMERATION)

Superintendent of Census Operations, Delhi.

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P R E F A C E

As directed by the Registrar General, India, the Administrative Report of the 1961 Census has been prepared in two parts, the first dealing with enumeration and the second with Sorting and Tabulation. The present Volume deals with enumeration.

In his Circular letter No. 32/1/61—R. G., dated the 17th July, 1961, the Registrar General observed as follows :—

“The Administrative Report is intended to be a guide to your successor and the Registrar General at the next Census. It should, therefore, contain all administrative details connected with the Census and also your suggestions for any improvement in methods etc. that you consider necessary. You are free to express any difficulties that you have experienced in administrative matters and your suggestions so that your successor can take due note and make early arrangements for overcoming them.”

While writing the Administrative Report these suggestions were kept constantly in mind. Perhaps no one with some amount of administrative experience will deny that Delhi with its fast-growing population, its slums, its narrow lanes and by-lanes, its mushroom growth of unauthorised colonies and huts all over the Union Territory, is a rather difficult place from the point of view of Census. I do not fight shy to admit that the difficulties encountered were quite numerous. While every attempt was made to over-come them, they have nevertheless been mentioned at their proper places so that my successor in 1971 can be forewarned if he so chooses.

Baldev Raj

CHAPTER I

1. INTRODUCTION

1. Object of the report :

In his Circular No. 32/1/61-RG, dated 17 July 1961 addressed to all Superintendents of Census Operations, the Registrar General India, stated the object of the Administration Report as follows :—

“The Administration Report is intended to be a guide to your successor and the Registrar General at the next Census. It should, therefore, contain all administrative details connected with the Census and also your suggestions for any improvements in methods, etc., that you consider necessary. You are free to express any difficulties that you have experienced in administrative matters and your suggestions so that your successor can take due note and make early arrangements for overcoming them. It is, however, better to be generally conservative about recommending scales of pay, remuneration etc. for a future Census. Important difficulties of an all-India character will also be mentioned in my Administration Report. It will also be useful to reproduce some of the important circulars issued either by you or by this office which you think would be useful for your successor. For example, you could reproduce the first few long circular letters issued by your office detailing the 1961 Census procedure and programme.”

In writing the present report, every attempt has been made to follow the instructions set out above.

2. Census Legislation :—The first Notification (No. 2/115/59-Pub I) about the 1961 Census issued by the Government of India, Ministry of Home Affairs on 5th December 1959 was as follows :—

“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”.

For facility of reference, the Census Act 1948, is printed as Appendix I.

3. Appointment of Census Superintendent :—

The appointment of the Superintendent of

Census Operations for the Union Territory of Delhi came comparatively late. While the Census Superintendents for almost all the States were in position by 1.4.59, the Census Superintendent for Delhi took over on the 5th October, 1959. The delay was caused because the present incumbent being a permanent officer borne on the cadre of the Punjab Government, the concurrence of the latter was essential and it took quite some time for the same to be received. However, before he took over as Census Superintendent, he was allowed to perform the duties of Census Superintendent in addition to his own duties as Resident Magistrate, New Delhi, and was also allowed to attend the first conference of the Superintendents of Census Operations held in Delhi from 24th of September 1959 to 1st October 1959. Similarly he was able to hold the pretest of the Second Draft of Houselist and Census Questionnaire with the assistance of Sarvashri Srivastava, Sharma and Ardaman Singh of the Registrar General's office in the end of August, 1959. The pretest and the first conference of Census Superintendents gave him the first introduction to what Census meant and what a Census Superintendent would be required to do during the forthcoming Census. An early appointment for Delhi as in the case of other States would have given the present incumbent an early start and an opportunity to take an active part in the deliberations of the conference. It is, therefore, humbly suggested that at the next Census, the appointment of the Census Superintendent for Delhi be made simultaneously with the appointments in the States so that he does not lag behind. The Union Territory of Delhi with its growing population, its slums, its all-round building activity, its fast-growing urbanised towns and colonies and its rapid industrialization comes next only to the great cities of Bombay and Calcutta in importance. The fact that it is the seat of the Capital of India gives added importance to it and it seems somewhat unfair to bracket it with the other Union Territories which are comparatively much smaller.

4. Office Accommodation :

Soon after taking over as Superintendent of Census Operations, Delhi, my immediate task was to secure adequate accommodation for my office. In this connection, I met the Deputy Commissioner, Shri S. Banerji, who directed me to his Additional District Magistrate, Mr.

C.L. Anand. The latter in turn asked his Accountant (presumably the person incharge of the building) to find suitable accommodation for me. It must be said that this gentleman did not realise the importance of Census and showed me a small space where certain clerks were already sitting and asked me to make room for myself in that space. This meant some amount of disappointment and frustration. A big open hall on the third floor of the Western wing of the New Court buildings was lying vacant and I was asked to sit there till some alternative arrangement could be made for my accommodation. I sat there with a borrowed table and chair and with a little of borrowed stationery. I came to know from some source that some accommodation was available in the Eastern wing of the New Court buildings which was under the administrative control of the District Judge, Delhi. I approached the office of the District Judge, Delhi, and was told that if a reference came from the Deputy Commissioner's office, they will be glad to give some accommodation to me. A reference was accordingly made by the Additional District Magistrate to the learned District Judge and I owe it entirely to the generosity and consideration of the learned District Judge that I was able to secure office accommodation for myself and my staff. I must say again that but for his sympathetic attitude, I would not have been able to set up my office in so short a time. The office accommodation (one big room and one small room) was made available by the learned District Judge in November, 1959. With the expansion of my staff I needed more accommodation which was again generously given to me by the learned District Judge early in March 1960. The gesture on the part of the learned District Judge has resulted in the saving of thousands of rupees to Government.

5. Office Staff :

The next important task before me was to secure the services of experienced staff for my office. Having worked as a Magistrate in Delhi, I knew quite a few efficient officials working in the office of the Deputy Commissioner, particularly with field experience. I requested Mr Banerji, the then Deputy Commissioner, to lend me the services of Shri B.N. Mathur who was then working as a Panchayat Inspector, for the post of Head Assistant of my office. After some reluctance, the Deputy Commissioner very kindly agreed to spare

his services for me and Shri Mathur accordingly joined my office on 18th November, 1959. Mr Mathur had experience of the last Census, but apart from that I had seen him working in the Election Office during the last general elections and was firmly of the opinion that I could not get a better person than him to be incharge of my office. I must say that he has fully justified his selection and has been of tremendous help to me both in office matters as well as in the actual enumeration work. The next man in my mind was Shri Moti Ram Gupta whose chief qualification was that he had been associated with the last Census and also with the many elections held in Delhi during the last decade. He knew each and every corner of the Union Territory of Delhi and I thought that he will be very useful to me in delimiting the entire area of the Union Territory of Delhi into Charges, Circles and Blocks. Shri Moti Ram has also fully justified his selection. On the suggestion of Mr Mathur a few other officials were taken from the Deputy Commissioner's office. Shri K.L. Dilawri was taken as Accountant of the office and has done a good job on that post. M/s V.S. Uppal and N.C. Kapur were also taken on deputation from the D.C's office as L.D.Cs and have done well. Shri Jagdish Rai was recruited as Stenographer as a nominee of the Employment Exchange and he has proved to be quite an efficient Stenographer. The first Statistical Assistant to be recruited through the Employment Exchange was Mr. Sarvdaman, a First Class M.A. in Mathematics of the Delhi University. During the short period that he remained with us, he did very useful work. Luckily for him, he was selected for a Class I job elsewhere and therefore could not stay on with us. Three peons were also selected in the first instance through the Employment Exchange. At this stage one is tempted to make a suggestion based on experience. In the majority of cases, the candidates sponsored by the Employment Exchange have proved to be of inferior quality than those taken on deputation from other departments. It is, therefore, suggested for the consideration of my successor that as far as possible he may try to recruit his staff from the office of the Deputy Commissioner and other offices. Apart from their experience, both of office and field work, there is an additional advantage in having their services, which is that with the temptation of better grades of pay or of deputation

allowance, they stick to the job as against the nominees of the Employment Exchange who catch hold of the first opportunity to leave the job to take up some better or more lasting job.

The staff position as on 28.2.1961 was as follows :

For Main Office :

| Nature of job | | Scale of pay |
|------------------------|-------|--------------|
| 1. Head Assistant | One | Rs.350-475 |
| 2. Acctt.-cum-cashier | One | Rs.130-300 |
| 3. U.D.Cs | Three | -do- |
| 4. Stenographer | One | -do- |
| 5. L.D.Cs | Three | Rs.110-180 |
| 6. Statistical Asstts. | Two | Rs.210-425 |
| 7. Investigators | Two | -do- |
| 8. Draughtsman | One | Rs.150-240 |
| 9. Peons | Three | Rs.70-1-85 |
| 10. Frash-cum-Sweeper | One | -do- |

For Enumeration Work :

| | | |
|-----------|------|------------|
| 1. U.D.C. | One | Rs.130-300 |
| 2. L.D.Cs | Nine | Rs.110-180 |

Pilot team for Tabulation Office :

| | | |
|-----------------------|-----|-------------------------|
| 1. Statistical Asstt. | One | Rs.210-425 |
| 2. Sorters | Ten | at Rs.120/-p.m. (fixed) |

6. Furniture :

Here again, mention must be made of the generosity shown by the learned District Judge, who made available to us not only office accommodation but also the minimum amount of furniture till such time as we had our own. This naturally took some time as tenders had to be invited. The lowest tender was of M/s Sharma Furniture House, Vinay Nagar, New Delhi which was accepted and the following pieces of furniture were ordered :

| | |
|--------------------|-----|
| 1. Officer's Table | One |
| 2. Officer's Chair | One |
| 3. Easy Chairs | Two |
| 4. Teapoy | One |
| 5. Side Racks | Ten |
| 6. Tumbler Stand | One |
| 7. Tables Clerks | Six |
| 8. Table Assistant | One |

| | |
|--------------------------|--------|
| 9. Chairs caned | Twenty |
| 10. Table Typist | One |
| 11. Chairs caned armless | Two |
| 12. Stools for peons | Three |
| 13. Pitcher Stands | Two |
| 14. Table Racks | Eight |

They were supplied by bits and the supply was completed by 24.12.59. The expenditure incurred on the purchase of furniture was Rs. 1174.50 against the sanctioned amount of Rs. 2000.00 in the budget.

7. Records :

In 1951, Delhi had no separate Superintendent of Census Operations. Delhi was joined to the Punjab and a Deputy Superintendent functioned for some months for Delhi and the adjoining areas of the Punjab. No census records were traceable in Delhi. When Shri R.L. Anand, Superintendent of Census Operations for Punjab met me in the first conference on the 24th September 1959, he informed me that he had with him certain files relating to Delhi Census. He very kindly passed on those files to me and their details will be found in Appendix II at the end of this report. The details of the files opened in my office will be found in Appendix II A. at the end of this report.

8. Stationery :

The first instalment of stationery articles was kindly indented for this office by the office of the Registrar General, India, on 20.8.59 and the stationery indented for was received in this office from the Chief Controller of Printing and Stationery, New Delhi, in November 1959. A copy of the Indent is printed as Appendix III at the end of this report. It is hoped that it will be of use to my successor in the 1971 Census in indenting the first instalment of stationery for his office. Further instalments of stationery were received from time to time and it must be said that no particular trouble was experienced in the matter of stationery.

9. Pretests :

The first 'pretest' of the drafts of House-lists and census questionnaire was held long before I took over and I could not therefore have the benefit of that experience. The second pretest was held under the joint supervision of myself and Sarvashri S.C. Srivastava,

Sharma and Ardaman Singh, all from the office of the Registrar General, India. They were associated with the drafting and finalization of the various census forms for quite some time, and were therefore in a position to train the supervisors and enumerators who were to carry out the pretests. A thickly populated locality in Shahdara (Railway Road) having a variety of occupations, trades and industries and a typical village having acute landlord-tenant problems were the two areas selected for the pretest. The urban area (Shahdara) was supervised by Shri Ardaman Singh and the rural area by Shri Srivastava. I myself kept on moving between both the areas. The impressions gained by both the gentlemen were recorded in their respective reports. Both of them recorded that the size of the household schedules with which were attached the six individual enumeration slips was too large for the enumerators to handle it conveniently. (It was ultimately decided as a result of deliberations in the first conference that the household schedules and the slips should be bound separately in books). It was also observed that people running factories or workshops were reluctant to give details thereof for fear of being run in under the Factories Act or other penal statutes. To allay such fears from the minds of factory or workshop owners, wide publicity at the appropriate time was given to the provisions of Section 15 of the Census Act 1948 according to which the census records are not open to inspection by any person whatsoever nor are they admissible in 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. The provisions of the aforesaid section of the Act were also explained to the Charge officers, Supervisors and Enumerators at the time of their training and they were instructed to give wide publicity to the provision at the time of house-numbering and actual enumeration.

Lastly, it was felt at the time of the pretest that people were quite reluctant to disclose the area of cultivable land held by them or under their cultivation. This matter was discussed at the first conference and after a good deal of

discussion it was decided to retain this part of the questionnaire in the household schedule.

10. Census Conference, September-October 1959 :

The first conference of Census Superintendents was held in the office of the Registrar General, India, New Delhi, between 24 September and 1 October, 1959. The list of items for discussion was forwarded to all Census Superintendents by the Registrar General with his d.o. letter No. 14/1/59-RG dated the 23rd July 1959. A copy of the list of items is printed as Appendix IV, at the end of the report. Far reaching decisions were taken in this conference. The various forms to be used at the time of house-numbering and house-listing, and at the time of actual enumeration were finalized as also were the instructions for enumerators and supervisors. All the decisions taken were printed in the form of a booklet which proved extremely useful throughout the period of Census Operations. Every effort will be made to preserve this booklet in the relevant file (Census Conference) and the officer charged with the 1971 Census will do well to go through this booklet very thoroughly so as to be able to gain a background of Census Operations.

11. Census Schedules :

The various census forms viz., the houselists, the household schedules and the individual slips as finally approved in the first conference of the Census Superintendents were published at the end of the booklet containing the proceedings of the conference. For facility of reference they are being printed as Appendices V, VI and VII at the end of this report. As observed in the earlier part of this report, the forms under-went drastic changes as a result of the two pre-tests and the deliberations in the conference. It is considered that no useful purpose will be served by discussing the drafts of the forms. At the conference it was also decided that the individual slip (Appendix VII) should be printed in pads of 100 slips and 25 slips each. It was also decided that each pad should have a brown paper cover and on the front cover the following should be printed to enable the enumerator to make out his abstract for the pad :

ENUMERATOR'S ABSTRACT

Location Code.....
 Household Number..... to.....
 Number of slips in the pad.....
 Number of slips used.....
 Number of slips cancelled.....
 Number of Household Schedules filled up for this pad.....

| Sex | Total | Literates |
|---------|-------|-----------|
| Males | | |
| Females | | |
| Total | | |

.....
 Dated Signature
 of Supervisor

.....
 Dated Signature
 of Enumerator.

At a later stage it was decided to have an abstract of the household schedule also. Since the pads of household schedules had already been printed the abstracts (in the form given below) were got printed separately and pasted on the front cover. The arrangement did not work as efficiently as in the case of individual slips where the abstracts had been printed on the first cover, for there was always the danger of the abstracts being removed and separated from the cover owing to defective gum or defective pasting. Moreover, as the household

schedule abstract was not printed on the sample forms in red ink, the instructions regarding the filling of the abstracts could not be fully brought home to the Supervisors and Enumerators although every effort was made to do so. It must however be said that the abstracts both of individual slips and household schedules proved very useful at the time of counting the provisional population figures and it is hoped that the experience gained in 1961 will be taken advantage of more fully at the time of the 1971 Census.

Abstract of Household Schedule.

POPULATION CENSUS OF INDIA, 1961, DELHI

Household Schedule

Book No :

Name of Census Tract..... Code No.....

Name of Zone/Village..... Code No.....

Code No. of Census Charge.....

Code No. of Enumerator's Block.....

No. of Schedules completed.....

No. of occupied houses.....

No. of Households.....

Explanations of Abbreviations used.

MARITAL STATUS

NM — Never married
 M — Married
 W — Widowed
 S — Separated or Divorced

DESCRIPTION OF WORK IN THE CASE OF WORKER

C — Working as Cultivator
 AL — Working as Agricultural Labourer
 For others—Full description of the work done.

An abstract of the houselist was also devised which proved as useful as the other two abstracts. The form of the abstract is reproduced below :—

HOUSELIST ABSTRACT

Name and number of Census Tract..... Name of Zone.....

Name and number of Charge/Ward.....

Name and number of Village/Enumerator's Block.....

Total number of sheets used.....

Census Household Numbers From..... To.....

Total number of Census Households.....

| Number of establishments workshops or factories | Total number of rooms in all households | Number of persons residing in households | | |
|---|---|--|---------|-------|
| | | Males | Females | Total |
| | | | | |

.....
Dated Signature
of Supervisor.

.....
Dated Signature
of Enumerator.

12. Instructions to Enumerators and their translations :—

The Instructions to Enumerators, as finalized in the first conference of Census Superintendents, were printed Centrally in the form of two booklets, one relating to houselisting and house-numbering and the other relating to actual enumeration. The instructions were very detailed and exhaustive and those of the English-knowing supervisors and enumerators who had the will and patience to read through them, benefited greatly from them. But it must be confessed that the impression gained at the time of training and actual enumeration was that a majority of them either lacked the will or the time to go through these instructions and depended more or less on the lectures delivered and the practical training imparted to them. Regarding translation of the instructions into regional languages no local translation was undertaken and the S. C. Os of U.P., Bihar and Madhya Pradesh were good enough to supply 2500, 250 and 500 copies respectively of the instructions in Hindi and S. C. Os Panjab and Jammu & Kashmir supplied a few copies of instructions in Urdu. However, later experience showed that local translation and printing would have resulted in more efficiency. For one thing, the majority of persons appointed as enumerators were primary school teachers

who knew very little English, if at all, and for them simplified translation of instructions in Hindi with illustrations taken from the different establishments, workshops, industries, professions, trades and services in Delhi itself would have been far more useful than those supplied from other States. Secondly, every State had its own time schedule and printed its literature according to that time-schedule which did not necessarily agree with our time schedule. For these reasons, it is not advisable to depend on other States for the translation of instructions and this work should be undertaken as early as possible after the finalization of the instructions. The demand for instructions in Hindi was found to be quite heavy and there was also a sizeable demand for instructions in Urdu. This aspect is especially brought to the notice of my successor in the 1971 Census. It is strongly recommended that an efficient translator (from English to Hindi) should be appointed at the earliest stage. He will be found useful through out the operations for various types of translation work.

13. Maps :

The race for the procurement of maps of all kinds was started quite early. Soon after taking over charge, my first task was to run to the various local bodies and Government

offices who I considered, would be in a position to supply maps of various localities of Delhi. The New Delhi Municipal Committee supplied a good map (No. A-14917) of the area covered by it. After the formation of the Corporation for Delhi, a part of the area formerly administered by the New Delhi Municipal Committee was transferred to the Corporation. This area is now called the "Transferred area". The boundary marked "blue" in the map referred to above showed the New Delhi Municipal Committee area before the formation of the Corporation and the boundary marked "red" showed the area of the New Delhi Municipal Committee after the formation of the Corporation. The Executive Officer, Delhi Cantonment Board supplied a map of the area covered by the Board. The Deputy Inspector General of Police, Delhi, very kindly supplied a consolidated map showing the jurisdiction of the various police stations. He also issued a Circular (No. 19454-57 Gen. dated 19.12.59) to all the District Superintendents of Police asking them to supply on loan to me the maps of all the police stations in Delhi for a maximum period of a fortnight. A draftsman was engaged and two more draftsmen were so kindly lent by the Commissioner of the Municipal Corporation and they were put on the job of tracing the maps of the police stations, which they accomplished quite successfully. The Chief Architect of the Municipal Corporation was also contacted and requested to supply copies of such maps of the city area as could be found in their records. The erstwhile Municipal Committee of Delhi (as it existed before the formation of the Corporation) was divided for assessment purposes into twenty wards and cloth maps of these wards complete with house numbers written on them, existed in the records of the Corporation. For reasons to be recorded later in the report, we had decided to adopt these very house numbers for our housenumbering and enumeration, and therefore these maps were bound to be of immense help to us in our various operations. The Chief Architect of the Corporation suggested to us that in case we supplied ferro paper to him, he would be in a position to print those 20 maps on ferro paper for our use. Ferro paper was promptly supplied but it was discovered that the original tracings being quite old and worn out, the prints did not come out very well. It was ultimately decided to have fresh tracings made out from the old

tracings. This was done in our office and the maps thus made out were very helpful in carving out circles and blocks in the city area. Since the Corporation had come into existence comparatively recently, no maps of the Corporation area were available with that body. By 1971, the Corporation will be fairly old and it is hoped that many useful maps will be available for use in the Census Operations.

The Chief Engineer of the Central P.W.D. on my request supplied maps of the localities under their charge, on payment of nominal charges (Rs. 286-50 nP). A list of these is printed as Appendix VII A.

On a personal request by me, Ch. Raghvender Singh Managing Director of the D.L.F. Housing and Construction Private Ltd., supplied layout plans of the following housing colonies developed by them :

1. Rana Partap Bagh
2. Model Town
3. Dilshad Colony (Shahdara)
4. Krishna Nagar (Shahdara)
5. Naveen Shahdara (Shahdara)
6. Rajouri Gardens
7. Rajouri Gardens Ext.
8. Shiwaji Park
9. Ashoka Park
10. Ashoka Park Ext.
11. Kailash
12. Hauz Khas Enclave
13. New Delhi South Ext. 1.
14. New Delhi South Ext. 2.
15. Greater Kailash
16. Greater Kailash No. II

Two copies of 3" base maps of Delhi were so kindly supplied by the Chairman of the Town Planning Organization.

The Automobile Association of Upper India supplies to its members from time to time maps of various localities of Delhi. On my request the Secretary of the Association so kindly supplied copies of maps which they possessed.

The following authorities supplied maps of their special areas ;—

1. Delhi University.
2. All India Institute of Medical Sciences.
3. Swatantar Bharat Mills, Najafgarh Road.

The maps prepared in this office, with the blocks and circles carved out on them, have proved quite useful and have been borrowed off and on by the Town Planning Organization and other departments.

Village maps :

There was complete absence of maps of the village abadies. A few surveyors borrowed from the Corporation authorities were sent to some villages to prepare maps of the village abadies. As the period of their stay in this office was short, not many maps could be prepared. It is expected that quite a few maps will be ready by the time of the writing of the District Census Handbook.

14. Printing of Census Schedules

As decided in the conference of the Census Superintendents, the houselist forms, household schedules and individual slips in English and all the Indian regional languages were printed entirely at the three Government of India Presses in Aligarh, Calcutta and Nasik. The requirements of Delhi were to be met by the Aligarh Press. On 15 October 1959 we addressed a letter (No.3/S.C.O.) to the Registrar General giving our requirements of the various forms and the basis for the same. It would be well to quote an extract from that letter :

“The population of Delhi, according to the last Census was approximately 18 lakhs. Computing on the basis of 25% increase in population, the figure comes to 22,50,000. Making allowance for wastage at 25%, the figure works out to 28 lakhs. Adding 10% of this figure as reserve, the total requirement of individual slips comes to 30,80,000, or say 31 lakhs.

Household Schedules :

1/5th of enumeration slips—6,20,000
(six lakhs twenty thousand)

Houselist forms :

1/10th of the Household Schedules—62,000
The language-wise break-up will be as under :—

1. Enumeration Slips —English 15 lakhs.
Hindi...12 lakhs.
Urdu.... 4 lakhs.
2. Household Schedules —English 4 lakhs.
Hindi...2 lakhs.
Urdu...20 thousands.
3. Houselist Forms —English. 40 thousand.
Hindi...15 thousand.
Urdu.... 7 thousand.

The above requirements were based on the formula suggested by the Registrar General in the Conference. However, it was found during the houselisting operations conducted in April-May 1960 that the enumerators doing houselisting wasted a very large number of forms by making rough houselists first and then fair-copying them and also by making one copy each of the houselist for their own record. This wastage occurred in spite of clear and repeated instructions to them to avoid it. One cannot be too strict with the enumerators in the matter of supply of forms for fear that the work may be left unfinished on this excuse (good or bad) and I feel that an allowance for this wastage had better be made at the initial stages. Fearing shortage of the houselist forms, request for an additional quantity of 10,000 forms in Hindi was made to the Government of India Press, Aligarh, on 4.5.60 and the supply was fairly promptly received on 26.5.60. Apprehending a similar shortage in the forms of Individual Slips and Household Schedules, a request was made to the Registrar General India to increase our original demand of individual slips by 3 lakhs and of household schedules by one lakh, both in Hindi script.

As will be seen from the extract reproduced in the earlier part of this report, our original estimates were based on the assumption that the population of Delhi in 1961 would be round about 22,50,000. Projections carried out by different authorities on population and by the Planning Commission gave the estimated population of Delhi as 25-26 lakhs. It was therefore felt advisable to make an additional demand for the following forms :

| | | |
|--|------------------------|--------------------------------------|
| 1. Household Schedules (pads of 25 schedules each) | English 1600 | Urdu (Punjabi version) 800 |
| 2. Individual Slips (Pads of 25 slips each) | 8000 | 4000 |

Distribution of pads of individual slips and household schedules started on 14.1.61. On looking at the print of the forms in Hindi, many enumerators who had originally opted to fill the forms in Hindi changed their mind at the eleventh hour and wanted to have forms in English or Urdu, the reason obviously being that the print of the Hindi forms, both of Individual slips and household schedules was so defective as to be almost illegible. The result was that a last-minute demand had to be

made for English forms which was luckily met by the Superintendent of Census Operations West Bengal who very kindly despatched 500 pads of 100 individual slips and 2000 pads of 25 individual slips in English by Air on 9.2.61, which were received here on 11.2.61, just in time for distribution to the enumerators.

Thus our total receipts of houselist forms, individual slips and household schedules work out as follows :

| | English | Hindi | Urdu |
|-----------------------|----------------|--------------|-------------|
| Individual Slips : | 17,50,000 | 15,00,000 | 5,00,000 |
| Household Schedules : | 4,90,000 | 3,00,000 | 40,000 |
| Houselist Forms : | 40,000 | 25,000 | 2,000 |

Out of these, 50,000 forms of household schedules in Hindi were despatched to the Superintendent of Census Operations, Uttar Pradesh, on a request from the Manager, Government of India Forms Press, Aligarh. The following forms are lying in stock as unused :—

Household Schedules

| English | Hindi | Urdu |
|-----------------|-----------------|---------------|
| 25 50 | 25 50 | 25 50 |
| <u>1492 470</u> | <u>1479 337</u> | <u>808 60</u> |

Individual Slips

| English | Hindi | Urdu |
|-----------------|------------------|-----------------|
| 25 100 | 25 100 | 25 100 |
| <u>2585 980</u> | <u>1396 4983</u> | <u>451 1803</u> |

This wastage occurred mainly because, as observed earlier, the print of the Hindi forms was very defective and almost illegible. It is for those incharge of printing of the forms in 1971 to devise ways and means to bring out better prints and thus avoid wastage.

Sample Census Forms :

The Sample Census Forms required for training purposes were printed in red ink on white paper to distinguish them from the forms

to be used in actual enumeration. These were also printed centrally and distributed to the various States and Union Territories. The following quantities were received from the Aligarh Press :—

Individual Slips

| | |
|----------|----------|
| English— | 1,19,900 |
| Hindi — | 1,19,900 |
| Urdu — | 68,600 |

Household Schedules

| | |
|-----------|--------|
| English — | 20,600 |
| Hindi — | 39,300 |
| Urdu — | 3000 |

The printing defect pointed out above in the case of the actual forms existed in a greater degree in the Sample Census forms also with the result that the supervisors and enumerators who knew no other language except Hindi were greatly handicapped in receiving training. The training Sample forms were practically of no use to them and they had perforce to be referred to the forms printed in the Instructions to Enumerators in Hindi. This was no doubt a serious handicap and due attention should be paid to this aspect at the next Census.

A good number of enumeration pads did not contain the full 100 or 25 slips. Each enumerator had therefore to be warned at the time of distribution of the pads, to count the slips in each pad and not take the number for granted. On going through the reports of 1951 I find that this defect existed then also. One would wish it to be remedied somehow.

The instructions in English both for house-listing and housenumbering and for actual enumeration were also printed centrally and the following quantities were received from the Aligarh Press :

Instructions for Houselisting : 6000

Instructions to Enumerators : 6500

Except for the defects pointed out above, no other difficulty was experienced, and the decision to print these forms and instructions centrally has on the whole proved a great success and can with impunity be repeated at the next Census.

Local Printing :

The following forms were got printed locally through the Controller or Printing, Government of India, New Delhi :

| | Qty. |
|---|---------------|
| 1. Letters of Appointment of Supervisors : | 2500 |
| 2. Letters of appointment of Enumerators ; | 9000 |
| 3. Enumerator's Abstract : 6000 Hindi & 200 Urdu | 20,000 Eng. |
| 4a Circle Abstract : | 4000 |
| 4b Charge Abstract for houselisting : | 2000 |
| 4c Enumerations abstracts : | 27000 |
| 4d Circle Summary ; | 3000 |
| 4e Charge Summary for actual enumeration | 1000 |
| 5. Household Abstract 1,050,00 Hindi and 750 Urdu. | 1,25,000 Egn. |

| | |
|--|------------------------------------|
| 6. Abbreviation Cards in English, Hindi & Urdu : | 8000 Eng. 8000 Hindi, 5500 Urdu |
| 7. List of Scheduled Castes : | 6500 |
| 8. Amendments to the Ins- tructions to Enumerators : | 6000 |
| 9. Cardboard Identity badges for enumerators and Supervisors : | 8000 |
| 10. Publicity posters for display in the D.T.U. Buses : | 500 |
| 11. Publicity folders in English & Hindi : | 100,000 |
| 12. Vital Statistics Cards : | 10,000 |

No particular difficulty was experienced in the matter of receipt of the various forms according to schedule.

Storage :

All the forms and instruction booklets were properly stored in three rooms so kindly made available by the learned District & Sessions Judge, till such time as they were distributed among the supervisors and enumerators.

15. Paper, Typewriters etc.

As observed earlier, the supply of paper and other articles of stationery was received regularly as and when indented and a non-availability certificate was also issued by the Controller of Printing and Stationery in respect of articles of stationery not in stock which enabled us to make local purchases of essential minimum articles from the market. No occasion arose for help in this respect from the State Government.

Indents were placed by the Registrar General direct for the supply to us of three typewriters, one duplicator, one cycle and four steel almirahs. These were received on the dates mentioned below :

| | |
|-----------------------|----------|
| 1. Typewriters 17" : | 16.12.59 |
| 1(a) Typewriter 27" : | 2.1.1960 |
| 2. Duplicator : | 9.1.60 |
| 3. Cycle : | 10.12.59 |
| 4. Steel Almirahs : | 26.12.59 |

One Facit calculating machine was received directly from the office of the Registrar General.

16. Publicity :

Census publicity in Delhi started with a Press conference held on 6.4.60 in the Committee room of the Deputy Commissioner, Shri. S. Banerji and presided over by him. All aspects of census were explained in a comprehensive note distributed to all the representatives of the various newspapers present at the conference, supplemented by answers to questions put by them. As a result of this conference, wide publicity was given to Census in all the newspapers in English, Hindi and Urdu published from Delhi. Earlier on 4.4.60 the All India Radio, New Delhi broadcast a programme in their series "POOCH TACHH" in which the object and usefulness of census was explained in simple terms. The Registrar General Shri Asok Mitra, broadcast a talk in English on Census on 4 Feb. 61 which was very well received by the English-knowing public. I myself gave a talk in Hindi over the Radio on 8 Feb. 1961.

The following pamphlets and posters published by the Directorate of Advertising and Visual Publicity, Ministry of Information & Broadcasting, were received from the various presses :—

| POSTERS | Qty |
|---|---|
| 1. CENSUS HELPS THEM ALL | 850 English 5300 Hindi 1000 Urdu 1000 Gurmukhi |
| 2. CENSUS 1961-FEB-MARCH | 900 English 5100 Hindi 1000 Urdu 1000 Gurmukhi |
| 3. POPULATION CENSUS HELPS PLANNED CONSUMPTION | 800 English 5100 Hindi 1000 Urdu 1000 Gurmukhi |

4. CENSUS IS ESSENTIAL

800 English
5100 Hindi
1000 Urdu
1000 Gurmukhi

PAMPHLETS :

1. WHAT IS CENSUS AND WHY WE SHOULD HAVE ONE

550 English
7890 Hindi
2500 Urdu
2500 Gurmukhi

2. HOW A CENSUS IS TAKEN

550 English
7890 Hindi
2500 Urdu
2500 Gurmukhi

3. GROWING IMPORTANCE OF POPULATION CENSUS

550 English
7890 Hindi
2500 Urdu
2500 Gurmukhi

These pamphlets were distributed to the public through various agencies viz. Charge Officers, Block Development Officers, Panchayat Department, Principals and Headmasters of schools etc. The posters were got pasted at all important places in Delhi and New Delhi through a firm of advertisers. Posters were also displayed outside all cinema houses in Delhi and New Delhi by courtesy of the Entertainment Tax Officer. Cinema Slides on Census supplied centrally were also displayed in all the Cinema houses by courtesy of the same officer. A suggestion was made in one of the meetings that posters should be displayed in the D.T.U. buses running on important routes. The suggestion having been found to be useful, posters suiting the size of the space in the buses had to be specially got printed, and exhibited in the buses by arrangement with the General Manager of the D.T.U. As the number of pamphlets received through the Directorate of Advertising & Visual Publicity was not con-

sidered adequate for our purpose, a special four-page folder in two languages (English & Hindi) was got printed and freely distributed among the public and in the schools, the idea being that the school children will carry them to their houses and their parents will read them and thus help in Census publicity. An appeal was issued to the Principals and Headmasters to include 'Census' as one of the subjects to be discussed in the weekly meetings in schools. The majority of the Heads of schools did so and thus helped greatly in Census publicity. I addressed a meeting of Public Relations Committee of the Delhi Administration on 9.12.60 and urged the members to render active co-operation to me in this national task. The members of the Committee rendered all help in Census publicity as well as in the actual census operations. With the same object, I addressed a few meetings of the Zonal Sub-Committees of the Public Relations Committee both rural and urban, and received good response.

Census film.

A documentary film on Census was shot in Delhi towards the end of November 1959 and exhibited in all the cinema houses. A full Census film entitled "National Roll Call" starting with an appeal by the Prime Minister was also prepared under the direction of the Registrar General. I was given to understand that the Union Territory of Delhi had received as its share ten copies of this film distributed as follows :

| | |
|------------------------------------|---------------------------|
| Delhi State Government | 2 Hindi |
| Development Commissioner | 1 Hindi |
| Exhibition Division of D.A.V.P. | 5 Hindi |
| Films Division Auditorium | 1 Hindi and 1 English. |

In late December 1960, I felt that not much publicity was being given to Census through this medium. With a view to securing a copy of the film in order to exhibit it in the interior of Delhi, I ran about from one department to the other and discovered that the five Hindi films earmarked for the Exhibition Division of the D.A.V.P. were not meant for Delhi alone but for the whole of India and that that Department

had no film to spare for my use. This matter is specially brought to notice, for even the Registrar General's office were under this mistaken notion as will be clear from their D.O. letter No. 4/6/60-RG dated January 12 1960 addressed to me. I then felt considerable difficulty in securing a spare film which was ultimately solved by the courtesy of the Films Division Auditorium who with the prior permission of the Ministry of Information & Broadcasting very kindly made available to me a copy of the film in Hindi which I was able to exhibit in time in all the parts of Delhi and New Delhi through a private agency on payment.

17. TOURING

As soon as I felt that the preliminaries about the setting up of my office had been settled I started touring in all the areas of the Union Territory of Delhi with a view to examining the system of house numbering existing there. In particular, I toured the rural areas and also the slum areas of Delhi where I understood the house numbering was conspicuous by its absence. I happened to possess my own transport and was thus able to do extensive touring in the interior as well as in the villages of Delhi. It cannot always happen that the person appointed as Census Superintendent should be having a car, and I do not know how it would be possible for one not possessing it to conduct the touring, so essential for the job of a Census Superintendent. Not only did I use my car for my own touring, but in the absence of any other means of transport, all the census forms required both for training and for actual census, had to be transported in my own car till as late as the 21st of January, 1961 when I hired a transport for use of the District Census Officers with the prior permission of the Registrar General. There was no part of Delhi (except a few unimportant villages) which I did not visit once or twice. The training programme in urban & rural areas was so arranged that I made it a point to attend and hold the first training class everywhere.

As stated above, I was allowed to hire a transport w.e.f. 21.1.61 and retained it till 11.3.61. Before 21.1.61, no transport was available for the various Census officers in Delhi and the only touring that they could undertake was with me in my car. In fact, it was not at all clear whether the Census officers will be allowed

to charge T.A. to the Census Budget in case they did undertake any tour. As such, very little touring was done by the other Census officers. However, as soon as transport was hired, Shri R.M. Vats, P.C.S., the Officer nominated by the District Magistrate as a District Census Officer undertook extensive touring of all the areas in Delhi and was of tremendous help to me at the critical time preceding and during the Census Operations. Officially, he was appointed as District Census Officer with effect from 12.9.60, but in point of fact, I was able to utilize his services only from the first or second week of January, 1961 when he was relieved of a part of his judicial and other administrative work and asked to devote attention to census work. This he did with unflinching zeal and devotion and it must be said to his credit that no amount of trouble was too much for him and he had often to go the rounds late into the nights either alone or in my company, and never grudged all the hard labour that he had to put in.

I have referred to the difficulty experienced in the absence of a Government transport. Efforts to secure a transport from the Delhi Administration and the Municipal Corporation even at the highest level failed to yield results and ultimately resort had to be had to hiring a private transport at the fag end of the operations. Delhi is expanding enormously both in population and in residential areas and factories, and my successor of 1971 will have to deal with many more heads and many more houses than I have done; as such, the desirability of providing a Government transport at an earlier stage is worth examination. Surely it will conduce to the efficiency of the various phases of Census Operations. In the absence of proper transport facilities, it sometimes becomes rather difficult to keep pace with the new constructions and unauthorized colonies that spring up almost overnight.

18. URBAN CLASSIFICATION :

Luckily, there has been no change in the area or boundaries of the Union Territory of Delhi since the last Census, either as a result of the recommendations of the States Reorganization Commission or otherwise. No new towns have sprung up since the 1951 Census. However, a good many villages which were classified as such in the 1951 census assumed urban characteristics since then and the prob-

lem was how to classify them. With a view to clarify the position regarding such areas the Registrar General was consulted, and he very kindly agreed to accompany me to one such typical area, viz. Basai Darapur lying on the main Najafgarh Road, about two furlongs away from it. After a close study of the area and consulting its elders, the Registrar General advised that all such areas should be treated as "Urbanized areas", a special category which cannot be classified either as a village or as a town. This was accordingly done and a list of such areas will be found in Appendix VIII.

19. ACCOUNTS-BUDGET :

The first detailed communication regarding the framing of revised estimates for the year 1959-60 and budget estimates for the year 1960-61 was received by us in August, 1959 when I had not yet formally taken over as Superintendent of Census Operations. This communication came by D.O. letter No. 14/1/59-RG dated 18th August, 1959 from the Registrar General. As the pattern of the budget for the next census is also likely to be the same, it will be worth while for my successor to read it thoroughly in file No. 3/4/59-SCO. It will be seen that it deals in detail with practically all items of expenditure and the Heads of Account thereof and will therefore be a valuable guide for framing the budget for the next census. The required details were furnished to the Registrar General on the 3rd October, 1959. Appendix IX gives the budget estimates for the year 1959-60, and also the actual expenditure incurred during the two years.

The explanatory note to the budget estimates for 1960-61 will show that provision had been made for one post of Assistant Superintendent of Census Operations. The person whom I wanted for this post did not belong to the State Civil Service, but was working as a Research Officer in the Institute of Economic Growth, Delhi University. For this reason, his papers had to travel through the office of the Registrar General to the Ministry of Home Affairs and the Union Public Service Commission. This took very long and by the time sanction for his appointment came, he had been offered a better job elsewhere. The result was that I could not have an Assistant Superintendent throughout the operations. It is strongly suggested that early steps should be taken to select

an Assistant Superintendent and to complete all the formalities concerning his appointment.

Out of the proposed staff of one U.D.C. and 28 L.D.Cs for which provision was made in the 1960-61 budget on the basis of the yardstick prescribed by the Registrar General in the first conference of the S.C.Os, the work was managed with one U.D.C. and 9 L.D.Cs which resulted in considerable saving.

Originally a sum of Rs. 26,000/- (being $\frac{1}{3}$ of our total requirements) was provided in the budget for 1960/61 for payment of honorarium to the census workers on the basis of the decision taken in the first conference, but considering that the census workers will have to spend money from their own pockets for purchasing housenumbering material and for going from one place to another, it was thought more expedient to reimburse them immediately after they had completed housenumbering and house-listing by paying to each of them (both supervisors and enumerators) at the rate of Rs. 10/-. The proposal was accordingly sent to the Registrar General who promptly accepted it and made available extra funds by reappropriation. I reserve further comments on this subject till I come to discuss the quality of housenumbering and houselisting in the Union Territory.

20. ACCOUNT RULES :

Appendix X gives the details of the Account rules issued by the Registrar General, India. No difficulty was experienced in maintaining the accounts on the lines prescribed by the Accountant General Central Revenues, New Delhi, and the Registrar General. The volume of work was not very heavy as the budget of this office involved a few lakhs of rupees. The whole of the accounting, drawal and disbursal was done by one official who was designated as Accountant-cum-Cashier. He was given the pay-scale of an Upper Division Clerk and was in addition given an allowance of Rs. 10/- p.m. On the whole the arrangement worked well. Considering that both the duties had to be performed by one man, the allowance of Rs. 10/- is considered too meagre. An allowance of Rs. 25/- p.m. is recommended.

The accountant-cum-cashier was asked to deposit a security of Rs. 1000/- which he did.

21. FINANCIAL POWERS :

The delegation of financial powers to the state Superintendents of the 1951 Census is contained in the Ministry of Home Affairs letter No. 2/12 49-Public, dated the 1st November, 1949 (file 3/8/59-SCO). These powers were somewhat enlarged in terms of Ministry of Home Affairs letter No. F.2/16/59-Pub. I (1) dated 13th November, 1959. Inter alia S.C.Os were given powers to incur expenditure on entertainment (light refreshments) up to Rs. 200/- p.m. The letter of the Ministry of Home Affairs of the 1st November, 1949 was in 1959 superseded by letter No. 2/16/59-Pub. I dated 22nd December, 1959 by which the Superintendents of Census Operations were given powers to create temporary posts subject to the condition that the pay of the appointment does not exceed Rs. 100/- per month. This limit was later raised to Rs. 160/- p.m. (Ministry of Home Affairs letter No. 2/150/60-Pub. I dated 7th November, 1960). By means of Memo No. 12 (76)-E. 11 (A)/60 dated 6th August, 1960 the Ministry of Finance (Department of Expenditure) authorised all the Heads of offices to make local purchase of stationery worth Rs. 500/- p.a. subject to the condition (s) mentioned in that letter.

Armed with all these powers and with the generous and understanding attitude of the Registrar General and his office, no difficulty of any kind was experienced in this regard.

22. PERMANENT ADVANCE :

The Registrar General sanctioned a sum of Rs. 100/- as permanent advance for this office vide his letter No. 3/2/59-RG dated the 29th October, 1959. This amount was found adequate for our purposes.

23. MISCELLANEOUS :

Sub Section (2) of Section 4 of the Census Act runs as follows :

“The State Government may appoint persons as Census Officers etc. etc.”

On 22nd December, 1959, I forwarded three draft notifications to the Chief Commissioner for appointing the various Census Officers. An objection was raised by the Judicial Department of the Delhi Administration that since there was no State Government in Delhi, the notification could not be issued. The matter was

referred to the Registrar General who forwarded a copy of Government of India, Ministry of Home Affairs. Notification No.2/26/49 (II-) Public dated the 12th January, 1950 which runs as follows:

“In pursuance of Sub Section (3) of Section 94 of the Government of India Act, 1935, the Governor General is pleased to direct that all functions of the Provincial Government under the Census Act, 1948 (XXXVII of 1948) shall, in a Chief Commissioner's Province, be exercised by the Chief Commissioner thereof”. On receipt of a copy of the above notification, the Chief Commissioner was pleased to issue the notifications under Section 4 (2) of the Act appointing various persons as Census Officers from time to time.

The notification of 1950 was however clearly out of date and left a scope for legal quibbling. To avoid this, a fresh notification (No.2/1/60-oudd-II) was issued on 20th April, 1960 by the President directing that the powers and functions of the State Government under the Census Act 1948 (37 of 1948) shall respectively be exercised and discharged by the Administrators of Union Territories within their respective Union Territories.

By notification No. F. 25 (2)/60-ESG (ii) dated 16th February, 1960, the Chief Commissioner, Delhi in pursuance of Sub Section (3) of Section 4 of the Census Act 1948 (37 of 1948) was pleased to authorize the Census Officers appointed by his Notification No. F. 25(2)/60-LSG (i) dated 16th July, 1960, to sign declaration of appointment in respect of Charge Officers, Supervisors and enumerators within their respective areas.

By notification Nn. F.25 (3)/60-ESG dated 18th March, 1960, the Chief Commissioner was pleased to publish in the Government Gazette, questions which the Census Officers were directed to ask of all persons within the limits of their respective jurisdiction in the Union Territory of Delhi, in connection with the houselisting and actual enumeration operations. The notification along with Annexure I & II is printed as Appendix XI.

By notification No. F.25 (G)/60-ISG dated 27th December, 1960 the Chief Commissioner, Delhi, in exercise of the powers conferred on

him by S.12 of the Census Act, 1948 (XXXVII of 1948) authorised the District Magistrate, Delhi to sanction prosecution under the said Act in respect of offences committed within the Union Territory of Delhi.

II ENUMERATION

INTRODUCTION : After taking over formal charge as Census Superintendent, I took the first opportunity to meet the Chief Commissioner, Shri A. D. Pandit, and the Commissioner of the Municipal Corporation, Shri P. R. Nayak, to enlist their support in the Census Operations. I had the advantage of having worked under both, as a Magistrate and as Zonal Officer of the Municipal Corporation, and both assured me of their fullest support and guidance, and later gave it in ample measure. An additional advantage was that both of them being experienced Civil Service Officers, fully realized the importance of this national undertaking. This was in sharp contrast with the light-hearted manner in which certain less experienced officers at times laughed away the importance of Census.

Leaving aside the areas covered by the New Delhi Municipal Committee and the Cantonment Board, Delhi Cantt. the remaining area of the Union Territory, both rural and urban, now falls within the jurisdiction of the Municipal Corporation of Delhi. As such, the most important person from my point of view was the Commissioner, Shri Nayak. On my request, he directed his Deputy, Shri N. L. Rau to convene a meeting of all the Heads of the various departments of the Corporation and impress upon them the necessity of extending all possible help and co-operation to the Census authorities. The meeting was accordingly called by Shri N. L. Rau and with an exception here and there, had the desired effect. It pains me to have to record here that the Engineering Department of the Corporation, especially the lower rung viz. the overseers and others failed completely to take seriously to Census work and all efforts on our part and on the part of the high ups in the Corporation also did not improve matters. Various reasons were advanced for this indifferent attitude on the part of the Engineering Department, the most important being that it did not pay them to undertake this “unproductive” work. Be that as it may, my successor of 1971 will be well advised either

to leave out the "Engineering Department" altogether or else to deal with them more strictly than it was possible for me to do. The brunt of the burden fell on the senior and junior basic teachers of the Corporation Schools and I must at once acknowledge that they bore it well and cheerfully. So did the teachers of the Government Schools. I shall be failing in my duty if I did not at this stage acknowledge the help and encouragement so kindly extended to me in this matter by Sarvshri B.D. Bhatt Director and S.R. Sethi Assistant Director of Education respectively in the Delhi Administration, and Sarvshri R.K. Bountra and Din Dayal, Chief and Deputy Education Officers respectively in the Municipal Corporation. It must be said to their credit that whenever I approached them for help in the matter of supply of man-power for all phases of Census Operations, they came ungrudgingly and unhesitatingly to my rescue and thus saved me from many an embarrassing situation with which I was at times faced. In fact, I have no hesitation in confessing that but for their generous help and support, it would have been well nigh impossible to carry on the Census Operations to a successful conclusion.

Appointment of District Census Officers :

My next important task was to request the District Magistrate and the Heads of the various local bodies to nominate one each of their officers for appointment as Census Officers for their respective areas. The District Magistrate nominated his Additional District Magistrate Mr. M.W.K. Yusafzai, as a District Census Officer. On my request to the District Magistrate to nominate another of his officers to be census officer for the Rural area, he suggested to me the name of the Revenue Assistant who in his opinion "was the person best able to deliver the goods". The District Magistrate however asked me to talk over the matter to the Revenue Assistant before he was nominated as Census Officer. This I did and the R.A. expressed his total inability to undertake this work on the plea that he had already too many irons in the fire. He suggested the name of his Tehsildar for the job who was accordingly nominated as the Census Officer for the rural area, but who never put his heart into the work. He told me frankly that he was to retire before the commencement of the actual Census Operations and as such was not interested either in the work or in the small honorarium attached

to it. The result of all this was that we were deprived of the services of the entire Revenue agency for the census. I can only express the hope that the Deputy Commissioner at the time of the next census will see to it that his Revenue officers do not act in the manner they did in 1961. It is however gratifying to record that all this deficiency was amply made up by Shri Banerji, the Deputy Commissioner agreeing to spare the services of Shri R.M. Vats P.C.S., who as observed earlier did an excellent job of it.

For the urban area of the Municipal Corporation of Delhi, I could think of no better choice than that of Shri Manohar Lal, Assistant Commissioner. In him I saw a twofold advantage. First, he was in charge of the Establishment Branch of the Corporation and as such had a hold on the entire Corporation staff; secondly, and this was more important, I knew him as a very sincere and honest worker. I accordingly requested Shri Nayak who after consulting Shri Manohar Lal agreed to the latter's appointment as Census Officer for the urban area of the Corporation. This was done on 16.2.60 and on my recommendation a small honorarium of Rs. 75/-p.m. was sanctioned for him by the Ministry of Home Affairs. He was also provided with a whole-time U.D.C. to assist him in his work. An honorarium of Rs. 10/-p.m. was sanctioned for his peon for delivery of dak and other papers. I am glad to record that the choice was a very happy one, and I can say without any qualms of conscience that I could not have laid hands on a better person. In spite of his heavy load of office duties, he was able to devote a good deal of his time daily to census work and was of immense help to me in the matter of selection of personnel for census and other odd jobs. This he did at the sacrifice of his time and health and I only wish every-one else put on census duty had the patience and stamina of this gentleman who, it may be mentioned in passing, was never in possession of robust health. I can only add that the example of this gentleman should be an eye-opener to others possessing better health and having less onerous duties who declined to do census work or who accepted it but did it in a lukewarm and slovenly manner with resulting consequences.

I next met the President of the New Delhi Municipal Committee and requested him to

agree to the appointment of Shri A.P. Mehta his Assistant Secretary, as Census Officer for New Delhi area. This I did because Shri Mehta had done this work in the 1951 Census and had earned a medal. Mr. Mehta made it clear to me at the outset that unless some allowance was sanctioned for him, he will not be interested in doing the work. I assured him that an allowance will be sanctioned for him, and this assurance was fulfilled by sanction to him of an honorarium of Rs. 50/-p.m. by the Ministry of Home Affairs on my recommendation, with effect from 1.7.60 to 28.2.61. An honorarium of Rs. 25/ p.m. was sanctioned for his Stenographer for doing census work. The course of events in the next year or so culminating in the conclusion of the Census Operations, however, left an unfortunate impression in my mind that Shri Mehta could have done better than he did and that his heavy load of office work would not have stayed in his way of devoting more time to census. It appeared to me that he was suffering from a sense of frustration and was not interested in repeating the performance of 1951. The result of all this was that almost the entire burden of the Census Operations of New Delhi area which should normally have been shared by him with me, fell on my shoulders. And when it is remembered that New Delhi is the seat of the Capital of India, and that all the highups are living there, the situation becomes quite alarming. Repeated requests by me to Shri Mehta to devote more time and attention to Census work did not improve matters much and the result was that there were a few complaints from this area which were promptly attended to but which left a bad taste and impression all the same. The staff of the New Delhi Municipal Committee put on census duty was also by and large indifferent; in comparison, the staff nominated by the various Ministries did a very good job of it and behaved in a much more responsible manner. In retrospect, I only wish I had known the potentialities of these persons before and had requested the Ministries to nominate more men than they did. I hope my successor of 1971 will make a special note of it.

For the Cantonment area, the Executive Officer of the Cantonment Board was appointed as Census Officer, with the prior permission of the Chairman of the Board. Under his supervision, the work was carried on satisfac-

torily by Shri Raj Kumar Singh, his Office superintendent, who had the advantage of the experience of the 1951 Census.

For the Railway areas, Kanwar Ganga Singh A. P. O. was nominated by the Divisional Superintendent, but for all practical purposes the job was done by S. Gulab Singh, Head clerk in the Personnel Branch, who performed his duties with single-minded devotion and thoroughness. He possesses a lot of initiative which he brought to bear on this task in full measure.

2. THE CENSUS PROGRAMME:

In the first conference of Census Superintendents, the Registrar General emphasized the desirability of drawing up a Census Calendar at an early date and of faithfully sticking to it. This was done in February 1960 and the Census calendar appearing in Appendix XII was forwarded to the Registrar General for his approval with such modifications as he may consider necessary. The calendar was approved by the Registrar General by his D. O. letter No. 5/1/59-RG Dated March 5, 1960. The dates given for the various stages of Census Operations will show that housenumbering and houselisting was scheduled to start as early as the 20th April, 1960, and was to be concluded by the 30th of June, 1960. Experience gained during the course of housenumbering and houselisting and also during the actual enumeration showed that the dates selected were not happy. Firstly, all the schools were due to close for the summer vacation on the 15th May 1960 and no amount of persuasion could keep the teachers from going to their homes or elsewhere for enjoying the vacation. Only a few of them were prompt enough to complete their work before proceeding on vacation and the result was that the work was interrupted and had to be resumed after the re-opening of the schools. As the majority of the Census workers were drawn from school teachers, most of the work remained unfinished and could not be completed till as late as August 1960. I feel that it would have been better if the housenumbering and houselisting operations had commenced atleast after the summer vacation. Secondly, Delhi being a fast-growing territory, hundreds of thousands of houses sprang up during the interval between the close of the housenumbering operations and the actual census operations. There was no agency

at our disposal to keep pace with this fast-growing activity with the result that quite a few areas escaped our notice when we made our final blocks for purposes of enumeration. These were discovered by us at a very late stage during the course of our round soon before the enumeration, and last-minute arrangements had to be made to cover up these areas. These are in my opinion weighty reasons for the view that housenumbering should not be undertaken too far in advance of actual census operations and that it should be as close to the period of enumeration as is feasible.

The rest of the Census Calendar was strictly adhered to and can be safely taken as a guide for the next census with such modifications as may seem necessary at that time.

3. PREPARATION OF REGISTERS:

The form of the Census Register prepared and used at the time of houselisting is given in Appendix XIII. The Circles and blocks were mainly carved out with the help of the electoral rolls supplemented by personal visits of a few experienced hands in the office who had previously worked in the elections and thus possessed the latest knowledge about the geography and housing in the Union Territory. Help of all the maps procured from the various authorities was also taken. The circles and blocks were revised as a result of experience gained from housenumbering and houselisting operations. The approximate number of households and persons having been ascertained, each block was formed in such a way that it covered about 700 persons. For each charge, a separate booklet was printed in which one page was devoted to each circle. Each line in that page gave particulars of one block, in which full description of the households along with their number and location etc. were given. A specimen of this page is printed as Appendix XIV. As Delhi constituted only one District and one Tehsil, it was not considered necessary to have any more check registers.

4. THE URBAN AND RURAL LOCATION CODE:

The Location Codes were developed and finalised after holding several meetings with the Registrar General and the Deputy Registrar General. My note dated 16-12-59 on Location Code which was finally approved by the Registrar General on 28-12-59 may be reproduced

with advantage:

"I discussed this case with Registrar General who suggested that the location code should be developed as follows:

Roman numbers should be given to the urban tracts (and arabic number to the rural tract) as follows;

| | |
|-----------------------------|-----|
| New Delhi City | I |
| Cantt. Board Area | II |
| Delhi Municipal Corporation | |
| Urban Area | III |
| Delhi Municipal Corporation | |
| Rural Area | I |

The second Code Number of the New Delhi City will be the respective number of the Electoral College Ward into which it has been divided by the Election Commission. These will be from 1 to 9.

Similarly the second Code Number of the Delhi Cantt. Board area will be its Electoral College Ward Number which is No. 10.

The Urban area of the Municipal Corporation will be further divided into 7 zones on the lines of the administrative divisions in to which it has been divided by Order No. 7/1/58/19/Law/Corp. dated 3-6-58, issued by the Commissioner of the Municipal Corporation, excluding therefrom the Rural areas of the Corporation. Thus the second code number for the seven zones of the Urban area of the Corporation will be the number of the respective zone.

The rural area of the Municipal Corporation comprises of 352 villages. These villages will be given serial numbers in order of their contiguity and this village number will be the second Code Number of each village.

The third Location Code number in New Delhi and Cantt., Board areas will be the number of the enumerator's block and the 4th will be the number of the building, census house and household.

In the urban area of the Corporation, the third Location Code will be the number of the administrative ward of the erstwhile Delhi Municipal Committee. The 4th and 5th Location Code Nos. will be the number of the

enumerator's block and the number of the building, census house and household respectively.

In the rural area of the Corporation, the 3rd and the 4th Location Code Nos. will be the number of enumerator's block and the number of the building, census house and household respectively. There will be no fifth code number in this area.

The above divisions correspond to a great extent with the planning zones and circles adopted by the T. P. O. and will also facilitate a comparative study of the census results with those of the census tracts etc. adopted during the last census."

5. APPOINT OF CENSUS ENUMERATION AGENCY:

On the 23rd December 1959 a letter was addressed by me to the following authorities:—

1. The Chief Secretary, Delhi Administration, Delhi.
2. The Development Commissioner, Delhi Administration, Delhi.
3. The Commissioner Sales Tax, Delhi.
4. The Commissioner, Municipal Corporation, Delhi.
5. The Deputy Commissioner, Delhi.
6. The President, Cantonment Board, Delhi Cantt.
7. The President, Municipal Committee, New Delhi.
8. The Director of Education, Delhi Administration, Delhi.
9. The Chief Education Officer, Municipal Corporation, Delhi.
10. The Director, Malaria Institute of India, 22-Alipur Road, Delhi.

In this letter a request was made to these authorities to send me a list of all employees (excluding class IV) working under them with their designations and official and residential addresses. The idea then was to put persons

on census duty near their place of residence since they were required to work before and after office hours. A similar request was made to the Director of Panchayats asking him to send a list of the members of Gram and Circle Panchayats and the Panchayat Secretaries with a view to utilizing their services in rural areas.

The State Chief Commissioner, Bharat Scouts and Guides, and the Secretary of the Bharat Sewak Samaj were also requested to come forward with volunteers whose services could be utilized for census work. For special areas, similar request was made to the following authorities:

1. The Director, Indian Agricultural Research Institute, Pusa, New Delhi.
2. The Chief Engineer, Central Public Works Department, New Delhi.
3. The Superintendent, Delhi Zoological Park New Delhi.
4. The Registrar, Delhi University, Delhi.
5. The Deputy Inspector-General of Police, Delhi.
6. The Superintendent, Childrens Home, New Delhi.
7. The Military Secretary to the President of India, Rashtrapati Bhawan, New Delhi.
8. The Superintending Engineer Panjab P. W. D. Electricity Branch, 4/5 Rohtak Road, Delhi.
9. The Manager, Birla Mills, Subzimandi, Delhi.
10. The Swatantar Bharat Mills, Najafgarh Road, Delhi.
11. The Manager, Ganesh Flour Mills, Subzimandi, Delhi.
12. The Divisional Superintendent, Northern Railway, Delhi.

On my request the Deputy Commissioner of the Municipal Corporation, Shri N. L. Rau, issued a Circular to all the departments of the Corporation stressing the importance of census and asking the various Heads of all Departments to make available the maximum number of their staff for census work. It would be worthwhile reproducing this circular in this report because it can form a good precedent for the next census. The Corporation being the largest local body in the Union Territory of Delhi, the Census Superintendent will have to depend to a large extent on the help and cooperation of this body. The circular letter is re-produced as Appendix XV.

The Circular brought quick results and lists of officials from practically all the departments of the Corporation started pouring in. Similar lists also came from the other departments referred to above. As was to be expected some departments were more prompt than others. These lists were scrutinised in my office and persons were selected for training in housenumbering and houselisting. The basis of the selection was that persons should be appointed as near their places of residence as was possible.

On 18-1-60 I addressed a letter to two other authorities namely the Accountant General Central Revenues and the Commissioner of Income Tax, New Delhi, requesting them to make available to me the maximum number of their employees for census work. The Commissioner Income Tax replied to say that February and March 1961 being rush months owing to close of the financial year, it will not be possible to spare any official from his department for census work. The letter was signed by the I. T. O. (H. Q.) for the Commissioner of Income Tax and I am doubtful if the orders of the Commissioner were at all obtained in the case. In any case there was hardly any justification for this unco-operative attitude on the part of the Income Tax Department. The same plea could as well have been taken by any other department of Government or Local Body. It is suggested that at the next Census, early steps should be taken to enlist the services of the Income Tax Department through the Ministry of Finance. When all the Ministeries came forward with their own staff to help in the Census operations, there is no justification for the Income Tax Department to get out of it

with a flimsy excuse.

The officials of the A. G. C. R. fared worse. A list of their officials was received from their office, and they were assigned housenumbering and houselisting duties mostly in New Delhi area; but almost all of them came forward with all kinds of excuses which resulted in great dislocation of work at the eleventh hour. Last minute arrangements had to be made to replace them. In retrospect, I feel that a direct approach by me to the Comptroller and Auditor General would have brought better results. Experience has shown that the higher an officer, the more he feels his responsibility towards the importance of Census. The three Departments viz. the Central Revenue office, the Comptroller and Auditor General and the A. G. C. R. together employ thousands of persons out of whom at least a few hundreds could easily be spared for census work, if only there was the will on the part of the Heads to do so. It is relevant to allude at this stage to the genuine grievance of the Education Departments of the Delhi Administration and the Corporation that whereas a majority of their teachers are put on census duty to the detriment of the education of the children, several Government departments are either not touched at all or if they are touched, only a small proportion of their staff is put on census duty. The grievance, as I said, is a legitimate one and the census Superintendent of 1971 will be well advised to spread over the selection of census workers to all departments of Government and Local bodies so that undue pressure is not put on any single agency. There are hundreds of offices in Delhi and New Delhi employing thousands and thousands of persons and the first thing for the Census Superintendent to do should be to run about and meet all the Heads of those departments and enlist their sympathy and support as was done in the case of the Corporation and other Departments referred to above. Delhi is fortunate in having so many offices located here and with a little early planning and running about, it should not be difficult to enrol the required number of personnel for census work. Another big office whose workers could be pressed into census work is the office of the General Manager, Northern Railways, Baroda House, New Delhi. Lists of persons working in that office were obtained by us, but they were received a little too late and therefore their services could not be utilized.

For Railway colonies which were treated as special areas, officials working in the office of the Divisional Superintendent, Delhi were employed, but the persons working in the Head Office could have been utilized for working in areas other than Railway areas.

Out of the Special areas mentioned above only the following authorities nominated their own officers for attending to census work:

1. Director, Indian Agriculture Research Institute, Pusa, New Delhi.
2. Registrar, Delhi University.
3. Military Secretary to the President of India, Rashtrapati Bhawan (For the President's Estate and the Prime Minister's House).
4. The Manager, Swatantar Bharat Mills, Najafgarh Road, Delhi.
5. The D. S. Northern Railways, Delhi.

The remaining authorities replied that as there was not much residential population in their institutions, special appointments were not called for. While agreeing with most of them, I feel that the residential colony of P. W. D. Electricity Branch on Rohtak Road should have come forward with an officer to take charge of their census.

There is another important point worth mentioning here. Government-built residential colonies are coming up in Delhi in large numbers about which the latest position can be known only to the Central P. W. D. authorities. In the interval between the houselisting and actual enumeration, many unoccupied houses in such colonies became occupied and many uncompleted houses became complete and occupied. With our limited resources, it

became well-nigh impossible for us to keep pace with this development. It will conduce to efficiency and accuracy if the Chief Engineer of the C. P. W. D. is approached fairly early and requested to nominate one or two of his Executive Engineers to act as a Census Officer for the Government-built residential colonies. Every such colony has an Enquiry Office and the officials working in these Enquiry Offices will be the persons best suited for carrying out the Census in those colonies, assisted where necessary, by others.

A word about the Railway Colonies. One of the Assistant Personnel Officers in the office of the Divisional Superintendent was nominated as Census Officer for the Railway Colonies. In spite of his best efforts, he was unable to procure layout maps of these colonies, which were so essential for Census. I tried my best with the Divisional Superintendent for appointing one of his Executive Engineers as Census Officer, but the Divisional Superintendent did not see his way to it. I strongly feel that the Executive Engineer incharge of maintenance of the Railway Colonies would have been much more useful than the Personnel Officer. Early efforts should be made to that end.

The appointment letters of the various categories of workers will be found printed in appendix XVI. The ratio between the Supervisors and enumerators was 1 : 5, that is to say, each supervisor was required to look after the work of between 5 and 8 enumerators, regard being had to the approximate population and the continuity and proximity of the areas. Charge Officers were appointed taking into consideration the compactness and proximity of the areas. The strength of the Charge Officers, Supervisors and Enumerators was as follows:

CHARGE OFFICERS

108

SUPERVISORS

745

ENUMERATORS

4170

Census Officers were appointed for the following areas :

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. For the entire Union Territory 2. For Urban Areas of the Corporation 3. For the Rural Areas of the Corporation 4. For Railway Colonies and Railway areas 5. For New Delhi 6. For Rashtrapati Bhawan & Prime Minister's House 7. For the residential colonies of the Indian Agriculture Research Institute | <ul style="list-style-type: none"> —Additional Distt. Magistrate —Sh. Manohar Lal, Assistant Commissioner, Delhi Municipal Corporation. —Sh. R. M. Vats, Magistrate Ist Class. —A. P. O. IV * —Sh. A. P. Mehta, Asstt. Secretary, New Delhi Municipal Committee. —Executive Engineer, President's Estate Divn. —Dr. C. Dakshinamoorthy. |
|--|--|

6. HOUSENUMBERING

As early as the 6th April 1959, the Registrar General discussed the question of permanent housenumbering in Delhi with the Commissioner of the Municipal Corporation, Shri P.R. Nayak. The result of their discussion was embodied in d.o. letter No. 6/1/58-RG dated 6th April 1959 sent by the Registrar General to Shri Nayak which detailed the system to be followed in permanent house-numbering. The latter replied on April 9, 1961 confirming the account of the discussion and promising to push the matter as expeditiously as possible. When I assumed charge in October 1959, I took up the matter with the Commissioner and the other authorities in the Corporation. I soon realized that it would take quite some time to accomplish this gigantic task and that in any case fresh housenumbering could not be completed by the coming census.

On 8.1.60 a meeting was held in the room of Shri L.H. Marathe, Assessor and Collector in the Municipal Corporation (the officer in charge of the work of housenumbering in the Corporation area) which was attended by Shri S.P. Jain, Deputy Registrar General and myself. Shri Marathe made it clear to Shri Jain that while he welcomed the idea of fresh permanent housenumbering in Delhi, it was a work which could be done on a phased programme spread over a number of years. In this meeting it was agreed that for the present Census the numbers existing on the houses should be adhered to and that no change should be made in them. Mr. Marathe however assured me that if during my rounds of the various localities of Delhi I found that some of the houses or colonies have not been numbered, I might inform him and that he will send the members of his staff to complete the numbering there.

In these circumstances, I had no option but to adopt the old house numbers for our Census. The following detailed proposals were submitted to the Registrar General on 5.11.59 and approved by him on 28.12.59.

“The other day I took a round of Chandni Chowk area along with the officials of the National Sample Survey. I find that all the houses bear a number on an enamel plate giving the house number as well as the old assessment ward number. I am informed that all the 20 wards of the erstwhile Municipal

Committee of Delhi bear such numbers. From these numbers the houses are easily distinguishable and unless the Corporation Authorities undertake and complete the housenumbering within the next few months as indicated by Shri Nayak in his letter to R.G., we can go by the old numbers bearing on the houses and enter those numbers in column 2 of the House-list. In column 3 of the List also the same number can be repeated adding of course the Census House number there and also on the building itself. In Column 11, the same numbers can be repeated and Census Household numbers can be added in the column as well as on the house. So much with regard to the 20 wards on which number-plates exist. Of course, houses which have sprung up after the numbering was done by the Municipal Committee and which bear no number will be given a fresh number on them and also in the house-lists. Similarly about the temporary structures.

“In new localities, built by the Government and by private colonisers, the houses are numbered blockwise. It would be convenient and practicable to adhere to those numbers in those localities, adding of course the Census house numbers and census household numbers. A few maps of the new localities which I procured from the A.A.U.I are placed below for perusal. I am trying to secure similar maps of other localities from different sources.

“In New Delhi and Cantonment area, practically all the houses bear Municipal Numbers and those numbers will be stuck to.

“For rural areas, I understand that the revenue staff is to start house-numbering for election purposes soon after Diwali. I have requested Shri Nayak to depute a few of his draughtsmen to prepare rough maps of the village Abadi of each village after the houses have been numbered by the revenue staff. If this request is acceded to, it will be very easy to number and list the houses when we undertake the work.

“For areas like Shahdara, Narela, Najafgarh and Mehrauli where the housenumbering is either non-existent or not satisfactory, the work will have to be done completely by our own agency.”

During my frequent rounds of the various

localities in Delhi, I discovered many localities which bore no numbers. I got into touch with Shri Marathe who, it must be said, passed immediate orders for the numbering of the houses in those localities and the orders were promptly carried out. Similarly in rural areas I found that while some villages had house numbers, others did not. Shri Marathe was good enough to have the needful done in the rural areas also.

Another God-sent opportunity came to us when the Delhi Administration was asked by the Ministry of Works, Housing and Supply to carry out the Census of squatters on Govt. and public land. All over Delhi, people had constructed unauthorised huts on Government and Public land and created so many slums and Government was anxious to clear these areas by resettling the occupants of these huts by allotting them developed plots. I was asked by the authorities if I could carry out this census and I agreed on the condition that I was allowed to recruit paid enumerators and supervisors to carry out the work. This was agreed to and I was given the power to recruit the requisite number of men at the rate of Rs. 50/-p. m. The offer was found quite attractive for many school teachers and petty officials, and I had no difficulty in recruiting the required number. The result was that all the jhuggis and jhonpris (temporary huts) spread all over Delhi on Govt. and Public land were properly numbered under this scheme, and no such hut was left over. The housenumbering material (paint, brush etc.) were also supplied by us, as also were the articles of stationery, viz. pencils, carbons etc. I feel that but for the facilities offered viz. remuneration and housenumbering material, it would not have been possible to carry out satisfactory housenumbering in these slum areas. The Corporation authorities were not interested in numbering these huts because these were not liable to assessment and the census enumerators would have found it difficult to spend money from their pockets for purchasing housenumbering material. At this stage, I venture to hazard a suggestion for the consideration of the authorities, which is, that at least the housenumbering and houselisting operations in Delhi should be done through a paid agency. When one compares the housenumbering under the Jhuggi-Jhonpri Scheme of the W. H. S. Ministry with that done under our own scheme, one cannot but observe that this part of the work,

involving as it does manual labour, can be more efficiently accomplished by paid enumerators. As stated above, the old building-numbers existing on the buildings were adopted by us for census, but according to the census scheme, the buildings were to be further sub-divided into houses and households and this involved taking up a bucket of paint or geru in one hand and a brush in the other and going about from house to house and painting numbers on each house. And here I must frankly confess to the regrettable fact that this manual work was not satisfactorily done by the enumerators, except in the case of a few more conscientious ones. While I was holding training classes in housenumbering and houselisting, there were loud protests from the trainees that it was against the principles of the Constitution to force them to do this job. Another drawback was that there were no clear instructions according to which we could at least pay a little money in advance to the enumerators to enable them to purchase housenumbering material or essential articles of stationery. The result, as already stated, was poor quality of housenumbering. I suggest that the proposal for paid housenumbering should be seriously examined at the time of the next census. In his Administration report for West Bengal for 1951 census, Shri Asok Mitra the then Census Superintendent has given weighty reasons in favour of paid enumerators in West Bengal. All those reasons apply with equal force to the Union Territory of Delhi.

TRAINING IN HOUSENUMBERING AND HOUSELISTING

Normally the procedure for training should have been for me to train the Census Officers or at the most the Charge Officers who would then have taken upon themselves to train the supervisors and enumerators. But it became clear to me quite early that the charge officers (drawn mainly from the gazetted staff of the local bodies) thought that they had their hands too full with their own work to undertake this extensive training programme. As a matter of practical expediency I did not press the matter further with them and hit upon the idea of asking for the services of a few experienced senior teachers (at least graduates) from Government and Corporation schools to help me in training the charge officers, supervisors and enumerators. The respective Education authorities were requested accordin-

gly and they very kindly placed the services of a few good teachers at my disposal. Those teachers were first thoroughly trained by me in the first phase of Census Operation viz. housenumbering and houselisting and then asked to impart the necessary training to the supervisors and enumerators. I myself made it a point to attend as many training classes as I could with a view to clear any points of doubt in the instructions. The venue for the training classes for the City area was the Town Hall Delhi which the Commissioner Shri Nayak so kindly allowed us to use free of cost along with the loudspeaker facilities of the Corporation. For New Delhi area, the Community Hall on the Panchkuin Road was utilized with the prior permission of the President, New Delhi Municipal Committee, also free of cost. The supervisors and enumerators from the rural areas were also called for training to the Town Hall, Delhi. This was done in deference to their own wishes, their argument being that it was easier to get to Delhi than to the neighbouring villages for training.

QUALITY OF HOUSELISTS : I have already referred in detail to the poor quality of housenumbering in Delhi and the reasons for the same. To a certain extent, that quality was reflected in the houselists; at any rate it was sometimes not possible to verify the correctness of the houselists in the absence of housenumbers and household numbers on the houses. Secondly, in spite of our best efforts, it was sometimes not possible to bring home to the enumerators the fine distinction between a building, a house and a household. This was particularly so in the case of primary school teachers. The remedy for this again lies, in my opinion, in the appointment of paid enumerators for the job. We could then get more intelligent and willing workers who would be willing to devote more time to this work. It must be remembered that the task of housenumbering and houselisting is time-consuming and tedious and one cannot expect it to be done satisfactorily without some monetary temptation.

Another serious drawback was the haphazard system of housenumbering existing in certain newly built colonies particularly across the Jamuna. There was no serialized numbering and if say house No. 160 was in one lane, the next number (161) will be found in some other lane and many other houses would intervene with other numbers on them. This factor also

was to my mind responsible for the poor quality of houselisting. The only remedy lies in fresh housenumbering by the Corporation authorities on a permanent basis and the sooner it is done, the better it is for all concerned.

7. TRAINING CENTRE FOR ENUMERATORS

On 22.6.60, I addressed a d.o. letter (No.1/57/60-SCO) to all the census officers requesting them to forward to me a list of convenient places which could be used as training centres for the supervisors and enumerators. I also asked them to go through the lists of Charge Officers appointed at the time of housenumbering and houselisting and suggest changes if any that they wanted in that list. After a few meetings and discussions at all levels, the following training centres were ultimately selected :

Corporation area (Urban)

| <i>Charge No.</i> | <i>Centre</i> |
|-------------------|--|
| 1. | Zonal Office of the D.M. Corporation, Shahadara. |
| 2. | Zonal Office of the D.M. Corporation, Shahdara. |
| 3. | M.C. Senior Basic School, Jheel Khur-anja. |
| 4. | M.C. Senior Basic School, Jheel Khur-anja. |
| 5. | M.C. Pry. School, Kashmiri Gate, Delhi. |
| 6. | M.C. Pry. School Kucha Qabil-attar, Chandni Chowk. |
| 7. | Social Education Centre, Queens Road. |
| 8. | M.C. Pry. School, Chahrahat, near Dariba, Delhi. |
| 9. | Marwari Hr. Sec. School, Nai Sarak, Delhi. |
| 10. | Marwari Hr. Sec. School, Nai Sarak, Delhi. |
| 11. | M.C. Pry. School, G.B. Road, Delhi. |
| 12. | M.C. Pry. School, Ajmeri Gate, Bazar, Delhi. |
| 13. | M.C. Pry. School, Bazar Sita Ram, Delhi. |
| 14. | M.C. Basic School, Faiz Bazar, Delhi. |
| 15. | M.C. Basic School, Faiz Bazar, Delhi. |
| 16. | Govt. Hr. Sec. School, Qutab Road, Delhi. |

17. Govt. Hr. Sec. School, Qutab Road, Delhi.
- 18.(i) D.A.V. Hr. Sec. School, Chitra Gupta Road, New Delhi.
- (ii) Ramjas School, Pahar Ganj, Delhi.
- (iii) M.C. Pry. School, Chitra Gupta Road, Delhi.
19. M.C. School behind State Bank, Chandni Chowk, Delhi.
- 20.(i) Govt. Hr. Sec. School, Dev Nagar, Karol Bagh, Delhi.
- (ii) M.C. Basic School, Ajmal Khan Road, Karol Bagh Delhi
- (iii) M.C. Pry. School, New Rajinder Nagar, Delhi.
21. D.A.V. School, Sir Ganga Ram Hospital Marg, New Delhi.
22. M.C. Pry. School, Bagh Kare Khan, Delhi.
23. M.C. Pry. School Sarai Rohilla.
24. Pay Office, Swatantra Bharat Mills, Najafgarh Rd.
25. (1) Govt. Hr. Sec. School, Malka Ganj, Delhi.
- (ii) Govt. Hr. Sec. School, Roop Nagar, Delhi.
- (iii) Govt. Hr. Sec. School, Subzimandi.
26. M.C. Pry. School, Kamla Nagar.
27. M.C. Pry. School, Model Town, Delhi.
28. Govt. Hr. Sec. School Kingsway Camp.
29. M.L. Hr. Sec. School, Narela.
30. Govt. Hr. Sec. School, Shakurbasti.
31. M.C. Middle School, Tagore Road, New Delhi.
32. Govt. Hr. Sec. School, Jangpura, New Delhi.
33. Govt. Hr. Sec. School, Kidwai Nagar, New Delhi.
34. M.C. Pry. School, New Rajinder Nagar.
35. M.C. Middle School, Chitra Gupta Road, New Delhi.
36. Govt. Hr. Sec. School, Kalkaji.
37. Govt. Co-Education Hr. Sec. School, Vinay Nagar.
38. Govt. B. Hr. Sec. School, II, Mehrauli.
39. Govt. Hr. Sec. School, Rajouri Garden.
40. Govt. Hr. Sec. School Moti Nagar.
41. Govt. Hr. Sec. School. Najafgarh.
42. Govt. Hr. Sec. School, Rajouri Garden.

Training Centres of Rural Area

1. Mukherjee Memorial School, Shahdara.
2. Senior Basic School, Azadpur.
3. Janta College, Alipur.
4. Govt. Hr. Sec. School, Pehlادpur Bangar,

Delhi.

5. Govt. Hr. Sec. School, Najafgarh.
6. Govt. Hr. Sec. School, Mitraon.
7. Govt. Hr. Sec. School, Chhawla.
8. Govt. Hr. Sec. School, Nangloi.
9. M.C. High School, Mahipalpur, Delhi.
10. Govt Hr. Sec. School, Mehrauli.

Training Centres of New Delhi.

For all charge : (1) Community Hall, New Delhi.

(2) M.C. Hr. Sec. School, Rouse Avenue.

Training Centre of Delhi Cantonment

- (1) Govt. Hr. Sec. School, Delhi Cantt.

It was later found that some of the schools did not have electricity. Since training classes were held late in the evenings to accommodate office workers and others, difficulty was felt on this account and a class or two had to be adjourned resulting in inconvenience to all concerned. Other schools did not have chairs to seat the trainees and these had to be hired from nearby shops. Care should be taken to see that the Centres selected for training have these facilities. A personal visit by the S.C.O. to all these centres before the list is finalized would be worth-while. Apart from checking up all these facilities, the S.C.O. will be able to see for himself that the training centre is not out of the way and is easily accessible and convenient to the trainees.

The training centres of the Corporation area (Urban and Rural) and the Cantonment area were fully utilized. Regarding the New Delhi area, the Charge Officers drawn from the gazetted staff of the N.D.M.C. were in no mood to take up this work and expressed their inability to do it. Nor could efficient teachers be found, there being no Higher or Higher Secondary Schools being run by the N.D.M.C. Time was running short and the authorities incharge of census work in this area were hardly realising the urgency of the situation. I had therefore no alternative left to me except to take up the whole work myself. Luckily the number to be trained was not large, being in the neighbourhood of 500, and I started training them in batches of 50 or so at two centres, namely the Community Hall on the Panchkuin Road and the M.C. Higher Secondary School at Rouse Avenue. This latter school is centrally

located and possesses a very spacious hall with about 500 chairs and can be a very convenient training centre for the New Delhi area as also for the "transferred area" of the Corporation. The suggestion to utilize this hall came from Shri Manohar Lal, Assistant Commissioner and Census Officer to whom our grateful thanks are due. I expect that good use will be made of this hall at the next census, through the courtesy of the Corporation authorities.

The training programme started with the selection of 44 experienced principals and Headmasters of Government and Corporation Schools in consultation with the respective Education authorities. By and large the selection was happy and the Principals and Headmasters selected for the Corporation area and the Cantonment area took keen interest in the work assigned to them. They were first supplied with a copy each of the 'Instructions to Enumerators' and other literature and asked to go through them before coming to attend the training classes. When I called them to attend the training classes, I found that most of them had actually gone through the "Instructions". This facilitated to a great extent the task of training them. They were first given two courses of lectures and were then asked to go to their respective areas and fill up the sample census forms. In the third training class, these forms duly filled by them were critically examined and they were then asked to take up the work of giving training in their respective centres. These Principals and Headmasters were designated as Additional Charge Officers. The other charge officers (drawn from the local bodies) were asked to attend the training classes held by these Principals and Headmasters at their respective centres. The training programme of the various centres was drawn up in consultation with these Principals and Headmasters and the trainees were informed by this office to attend the classes at the dates, times and places so fixed. Some difficulty was experienced in sending timely intimation to the trainees, particularly those working in the attached and subordinate offices of the Ministries. This office addressed all the letters to the Ministries instead of to the attached offices direct, the reason being that full addresses of the attached offices were not known. The letters remained in the Ministries for some days and it sometimes happened that before they reached the attached

offices, at least one training date had expired. It is suggested that full details and the addresses of the attached and subordinate offices be had at the very beginning so that communications can be sent direct to them instead of being routed through the Ministries.

The training programme at the various centres was so arranged that I myself could attend at least one of the training classes. This gave me an opportunity to clear doubts existing in the minds of the trainees over the interpretation to be given to this or that part of the instructions and the forms. Apart from this, whenever I found that a particular Headmaster or Principal was unable to hold a class on a particular day for unavoidable reasons, I made it a point to rush to that place and hold the class myself. Of course this could be done only if timely information was received by me. Again, whenever I came to know that a particular teacher was not able to give proper training, then also I would rush myself and assist that teacher in giving the training. Here I very much wish that I had been able to make the District authorities more interested in Census than I was able to and thus to have secured the services of one of the census officers to help me in this ambitious training programme. But with the prolonged Akali agitation, the Queen's visit and the visit of other V.I.Ps, the Independence Day, the Republic Day and so many other important engagements on hand, the only census officer who could possibly help me in this task could not be spared even for a day until as late as the beginning of January, 1961. The result of it all was that I alone was in overall charge of the training work and this may possibly have resulted in some loss of efficiency. I do hope that my successor of 1971 will be more resourceful than me and will be able to secure the early release of at least one State Civil Service Officer of his own choice on whom he could rely not only for assisting him in all phases of census operations, but also for mutual discussions and consultation about the day-to-day problems. I had myself almost succeeded in this but the District Magistrate would not agree to release the particular officer I thought would be able to deliver the goods. For the same reason I was not able to get an Assistant Superintendent for me.

SUGGESTIONS FOR IMPROVEMENT

- (i) I have already referred to the importance

of having at least one more officer from the State Civil Service to help the Census Superintendent in the entire training programme. Governmental procedure always takes long and it is advisable to take up this matter with the authorities at a very early stage. Secondly, the terms offered to the State Civil Service officers are not at all attractive, as he is offered only Rs. 75/- p.m. as special pay while in his own post (as Magistrate) he is generally getting more. Two alternatives offer themselves—one, that the terms and conditions offered to the State Civil Service Officers should be improved, and second, that a person from the open market, preferably an economist or statistician, should be recruited on fairly attractive terms so that he has some incentive to stick to the job.

(ii) The experience of requisitioning the services of experienced and efficient teachers, tried this time, proved on the whole satisfactory and is worth a trial again, unless my successor can think of a better agency which I personally cannot, even now. It is to be remembered that the set up in Delhi is different from the set up in the States where a good number of officers are available at District level, and one of them is generally put in charge of census work. In small districts, the arrangement is feasible, but in a big district like Delhi, where the executive officers have so many miscellaneous duties to perform, they cannot be expected to devote as much time to census as is possible in the case of smaller districts. It is therefore imperative that some other agency should be found for training the supervisors and enumerators, and as observed earlier, I could think only of senior Principals etc. The only precaution to be taken in this connection is that the selection should be made very carefully and after interviewing personally the gentlemen sponsored by their Departments. In a few cases, it did happen that the persons sent by the Education authorities proved either irresponsible or not quite up to the mark. A personal talk with the various teachers is sure to bring out the real worth of that person and this early weeding out will ultimately lead to better results. Some of the teachers selected this time were so irresponsible as to absent themselves from the training classes which resulted in unnecessary and avoidable inconvenience and expense to the trainees, others were found not up to the mark and unable to bring home the instructions intelligently to them. It would therefore be

worthwhile to spend some time over the selection of the persons to be put on training duty.

(iii) The training programme should be circulated to the trainees fairly in advance of the training dates so that they can adjust their programmes accordingly. In quite a few cases, intimation of dates and time of training did not reach the trainees in time and they missed a training class.

(iv) The Heads of Offices sometimes refuse permission to their subordinates to leave their office an hour or so early to enable them to attend the training classes. Delhi being a place of distances and erratic transport system, the grant of this facility is absolutely essential if proper training is to be imparted. Early steps should be taken to see that the various authorities agree to grant this concession. In this connection I approached the Chief Secretary, Delhi Administration, who was good enough to issue Circular No. F/9/12/60-G. A. J. dated 25th November, 1960 to all the departments of the Delhi Administration which is reproduced as Appendix XVII. A similar request was made to the Chief Education Officer of the Municipal Corporation who replied that instructions on the subject were being issued to all concerned. However so many teachers of Corporation schools represented to me during the course of training classes that the instructions had not been received in their schools. It will therefore be well to ensure sufficiently in advance that the circular on the subject of grant of concession in regard to office or school attendance has reached all the concerned schools and offices.

(v) There were no instructions regarding the grant of T. A. or bus charges to the trainees with the result that each trainee has to spend a good bit from his own pocket. When it is remembered that each trainee has to attend at least six training classes and has at times to cover fairly long distances, the position seems quite unfair. If some provision is made to pay at least out of pocket expenses to each trainee, he is bound to put more heart into the work than otherwise. As it is, the trainee attends only for fear of prosecution and not for the love of work or public service. It is doubtful if the fear of prosecution will prevail ten years hence when people will be more enlightened and more alive to their rights under the Constitution.

(vi) Training in New Delhi area had to be imparted by me singly to all the trainees. Experience showed that the various Ministries and attached offices produced some very intelligent and willing workers. These workers could easily be utilized for imparting training to the others. It is hoped that advantage will be taken of this experience and more and more persons from the Ministries and attached offices at all levels will be pressed into service not only for the limited purpose of imparting training but also for actual census work. The level of intelligence of this class of workers is infinitely higher than that of the primary teachers and for this reason they can fill in the schedules much more accurately and quickly.

(vii) Early steps should be taken to translate and print the "Instruction to Enumerators" in Hindi and Urdu. The translation should be as simple as possible and should contain only the more important instructions, so that each trainee reads them and has some idea of census before he comes to attend the training class. In this connection, the Bihar booklet in Hindi for 1961 Census is commended as a model. It will be found in the census records.

(viii) The sample census forms in red ink should be so printed as to be clearly legible. Much depends on these forms and if they are defective, proper training cannot be imparted and practical training also becomes difficult.

(ix) The training centres should be very carefully chosen. They should be centrally located and accessible to the trainees by bus or by cycle.

(x) Strict measures may be taken to ensure that all the trainees attend the training classes regularly. If necessary, an example be set at an early stage by reporting the case of an incorrigible defaulter (if any) to his Department and securing some kind of a light punishment for him. This is bound to have a salutary effect and others will think twice before absenting themselves from the training class.

TRAINING RESERVES :

Training reserves were kept charge-wise, that is to say, for every charge there was a separate list of reserves to the extent of 10% of the number of supervisors and enumerators actually appoin-

ted for that charge. It was made compulsory for the reserves to attend all the training classes. About 50% of the reserves had to be put on active duty, the reason being the fairly large number of recalcitrants and also the fact that transfers were taking place even up to the last moment in spite of our repeated requests. Enumerators for houseless population were also drawn mostly from these reserves. The 10% reserve for each charge was found quite adequate.

FACILITIES FOR STAFF REGARDING ATTENDANCE ETC.

On 2 May 1960, the Registrar General addressed a d.o. letter (No. 7/8/60-RG) to Secretaries of all the Ministries requesting their co-operation in the census operations and also asking them to consider the question of grant of concession regarding office attendance for the census workers during the enumeration period and the period of training preceeding it. The letter is printed as Appendix XVIII. A copy of this letter with a similar request was sent by the Registrar General to the Chief Commissioner Delhi on 5 May, 1960. As a result thereof the Chief Secretary to the Delhi Administration issued letter No. F.9 (12) 60-G.A.D. dated 25th May, 1960, to all the departments of Delhi Administration asking them to co-operate fully in this national undertaking. On 28-11-60 on my request another circular letter was issued by the Chief Secretary to all their departments saying that the officials deputed for census duty should be allowed a concession of two hours (either in the mornings or in the evenings as may be convenient) in office attendance, and that census workers may be allowed to attend the training classes whenever held.

On 2nd January 1961, I addressed a Circular letter (No. 1/58/60-SCO) to all the Ministries requesting for similar concessions in respect of officials of the various Ministries put on census duty. The Ministry of Home Affairs allowed this concession in terms of their letter No. 2/76/60-Pub. I dated 3rd February 1961 and requested all the other Ministries accordingly. I confess that my request to the Ministries was a little too late and should have gone earlier. The Deputy Commissioner of the Municipal Corporation issued similar instructions regarding the staff under them vide his Circular No. 157/C. E. S., dated 9-12-60. A genuine difficulty felt in this connection may be mentioned at this

stage. While all these circulars were issued by the various authorities, they at times did not reach all the offices and schools from whom the census workers were drawn, which resulted in a lot of confusion. In particular they did not reach the aided schools and the authorities in charge of those schools who were even otherwise not co-operative would not give these concessions to their teachers. A good deal of time and efficiency was wasted on this account. Early efforts should be made to avoid this confusion. If possible, the teachers of private aided schools should be left out altogether, for my experience with them has not been on the whole happy. Similarly, the workers of the voluntary organisations such as the Bharat Sewak Samaj etc. also may be left out, if possible.

DECLARATION OF CENSUS HOLIDAYS.

On my request the Ministry of Home Affairs issued a Circular No. F. 2/20/61- Pub. I dated 21st February, 1961 to all the Ministries and attached offices requesting them to allow all officials engaged in census work to absent themselves from office on the 1st March 1961 and 4th March 1961. 3rd and 5th March 1961 were closed holidays on account of 'Holi' and Sunday respectively and 2nd March was a restricted holiday for Holi. Similar concessions were granted by the Delhi Administration and the Municipal Corporation in respect of all the offices and schools under their respective administrative controls. Thus the census workers got five full holidays to complete their work and also the revisional round.

Another concession so kindly allowed by the Education authorities was that all school inspections scheduled to be held during the census period and the training period were postponed till after the censuses.

DISTRIBUTION OF SCHEDULES :

The distribution of schedules commenced on 19-1-61 and was completed by 31-1-61 at the various centres. The distribution programme will be found printed at Appendix XIX. Here again, some confusion had to be faced on account of the fact that the print of the Hindi forms was not satisfactory and census workers opted to switch over at the eleventh hour to English or Urdu forms. I have already alluded to this fact in the earlier part of the report and

would repeat that special care may be taken to see that the prints (both for training and actual enumeration) come out well and are legible.

RESERVES :

Each supervisor was given 10% extra forms for his Circle. Some schedules on adhoc basis were kept with Shri A.P. Mehta Census Officer for New Delhi area and with Shri Manohar Lal Census officer for Corporation area. For the rural areas, some schedules were kept with the Principles of Janta College Alipur, Govt. Higher Secondary School Najafgarh, D.A.V. Higher Secondary School Narela, Naib Tehsildar Mehrauli and Zonal Officer Shahdara. The arrangement on the whole worked well. No shortage was felt but some surpluses were left over, which was perhaps unavoidable.

9. ENUMERATION :

(a) The general scheme of enumeration has been dealt with at the proper places. Elsewhere it has been stated that our idea was to put a man on census duty as near as possible to his place of residence. The scheme had to be abandoned later, for two reasons, first, it took a very long time to pick out persons living in a particular locality and second, we could not bring in the spirit of team work if we stuck to the selection on this basis. Experience showed that both these handicaps could be got over by selecting persons on the basis of their place of duty. For instance, school teachers put on census duty near their schools worked more efficiently because they organised themselves into teams and since they had anyhow to attend their schools, the arrangement was not so inconvenient to them. On the other hand, if we appointed persons on the basis of their places of residence, that spirit of team work which is so essential in a job of this magnitude, was totally absent, so much so that for quite sometime, the supervisors and the enumerators of a particular circle did not even come to know one another. It is therefore strongly recommended that for the next census, emphasis should be laid on team work and a Circle should comprise of groups of persons working in the same institution.

(b) ARRANGEMENTS FOR SPECIAL AREAS :

The Rashtrapati Bhawan and the Prime Minister's House were put in charge of the Executive Engineer of the President's Estate

Division and the supervisors and enumerators were taken from the staff of the Rashtrapati Bhawan. The arrangement worked quite well. For security reasons, access of outsiders to these areas is difficult. The officials of the Rashtrapati Bhawan have an additional advantage which is that they know the location of the entire area and can move about freely, an advantage which is totally beyond the reach of the outsiders.

For the Indian Agricultural Research Institute, Pusa, Dr. C. Dakshnamoorthy of the Institute was made over-all incharge of census and he selected his own band of zealous workers from the Institute itself who performed their duties efficiently and thoroughly.

For the University area, Mr. Makhijani University Engineer, was nominated by the University authorities. There was a little bit of confusion over the area around the University enclave, such as the Lucknow Road, Cavalry Lanes etc. which we entrusted to the workers from the University but which they declined to cover on the ground that it was not University area. It is suggested that the boundaries of the University area should be clearly demarcated and only that area should be given to the University people. The area surrounding the campus should be excluded from their charge and should be covered under the general scheme.

For the Hospitals, the Irwin and the Willingdon Hospitals provided their own men and no difficulty was therefore felt, but the other hospitals viz. the All-India Medical Institute, the Safdarjang Hospital, and the Lady Hardinge Hospital did not provide any help and outsiders had to be put on duty. The entry into these hospitals and their attached hostels (particularly the girls hostels) is not very easy, and so some volunteers from these institutions should have been provided. Perhaps this could have been achieved by a direct early approach to the Director of Health Services. It would be worthwhile attempting this at the next Census.

It appears some clarification was needed in respect of census of indoor patients in the hospitals. At every training class, doubts were expressed when the class was told that indoor patients in the hospitals were to be enumerated

in the hospitals and not at their homes. It was feared that it might lead to double enumeration, because a patient may be enumerated once in the hospital and again in his home after discharge, or the relatives of the patient may give his name in the house and the patient may be enumerated in the hospital also. Clarification was sought from the Registrar General. We were told that the enumerators may be instructed that the census of indoor patients in the hospitals may be taken only during the night of 28th February 1961 and only those patients may be enumerated who had not been already enumerated at their houses. Further, the enumerators in the houses may be told specifically not to count patients admitted in the hospitals in their first round and that if some discharged patients are found during the second round who have not been enumerated in the hospitals, they alone should be covered in their houses. It is humbly suggested that clear instructions be laid down about the enumeration of indoor patients in the hospitals.

(c) CANTONMENT AND MILITARY AREAS:

The Ministry of Defence was quick in sending circulars to the Army Headquarters etc. asking them to extend fullest co-operation to the Census Superintendents and the District Officers concerning the Census in Defence establishments etc. This was done on 21 August, 1959. On 4th December 1959, Army Headquarters issued a letter to its Headquarters Commands in similar terms. On the 5th December 1959, the Ministry of Defence wide their letter No. 46/8/G/L&C/59/3306-G/D (C&L) conveyed the sanction of the President to the declaration under Section 117 (2) of the Cantonments Act, 1924 (2 of 1924) of the expenses in connection with the forthcoming Population Census in 1961 in Cantonments, as an appropriate charge on the respective Cantonment Funds. By this letter Director, Military Lands and Cantonments was further asked to issue instructions to the Cantonment Boards to give full co-operation free of cost to the Census authorities.

After this, a bottle-neck was created by certain General Officers Commanding refusing to furnish lists of military establishment in their areas to the Census authorities. This raised a controversy which ended on the 8th

August, 1960, when the Ministry of Defence issued Office Memorandum No. F. 21 (1) 59/D (Coord) defining the scope of the information to be furnished to the Census authorities and detailing revised instructions regarding Census. Para 4 of this Memorandum stated that the State Census Superintendents will not be given lists of military formations, units, etc. or their location, but the areas covered by the Military Census Officers should be clearly made known to the Census Superintendents. One result of these instructions was that we were unable to carve out a detailed location code for the military areas and had to be content with writing "Delhi Cantonment" on all the census slips relating to the Military, Naval and Airforce areas. This caused a lot of trouble at the time of mechanical tabulation of the household schedules, and it will be for the authorities to devise ways and means whereby this trouble could be avoided in future. The circular mentioned above, the last word on the subject, is reproduced as Appendix XX.

In spite of the instructions contained in the memorandum of the 8th August, 1960, that Headquarters Commands will furnish to State Superintendents complete list of the Station Commanders designated as military Census Officers, this was not done for quite some time and the name of the Station Commander, Delhi was communicated to us on the 8th October 1960. The Station Commander was on leave up to the 23rd October 1960, but his Staff Captain (Capt. S.R. Bhatia) took upon himself the duties of Census Officer for Military areas. For Census of the Naval personnel in Delhi/New Delhi Lieutenant Commander R.S. Mehta was nominated on 13 September, 1960. For the Airforce personnel Flt. Lt. S.R. Sharma was nominated on 28 October, 1960. Flt. Lt. Sharma was later replaced by Flt. Lt. R.S. Choudhri on 28 December, 1960. For the Airforce Station New Delhi a separate officer (Sqdn. Ldr. D.R. Seth) was nominated.

It will be seen that while the housenumbering and houselisting operations in the entire Union Territory of Delhi were completed by about August 1960, they could not even be started in the Military areas till October and November 1960. Similar was the case with the areas under the control of the M.E.S. Until quite late the Military authorities were unable

to tell us whether a particular area was to be covered by them or by the M.E.S. authorities. The result was that the first training class on housenumbering and houselisting operations in respect of military areas and areas under the control of the M.E.S. was held as late as the 17th October 1960. Owing to shortage of time I had to be content with only two training classes for this operation. The training classes were held at the Sand Modle Room Delhi Cantt which was attended by all the Officers and Other Ranks who were to be put on census duty.

For the second and final phase of census operations, a training class was held by me on 28 December 1960 in the same hall. The principal of the Government Higher Secondary School, Delhi Cantt, who had been trained by me previously, also attended the class and then took up the chain of training the military personnel.

Since the lists of military formations/units etc. and their locations were not made available to us for security reasons it is not possible to vouch even at this stage whether the coverage of the military personnel was complete. It is unfortunate that there should be uncertainties and delays in the work relating to military personnel who are known for their quickness of despatch. Experience showed that all through we were pushed from one branch to another, and serious attention was not being paid to census work. The officers living in the various Messes in New Delhi posed a very serious problem. In many cases they misbehaved with the census workers and refused to part with census information to them. In a few cases I had to rush to the spot myself to bring home the seriousness of the situation to these officers and in a few other cases I had to bring the matter to the notice of the Defence Ministry and it was only through the intervention of the Defence Ministry that those officers agreed to supply information to the enumerators. In spite of all this it is possible that certain Army Officers may have been left out of the enumeration. I had not anticipated such a situation and never expected that highly placed Army Officers will behave in this manner. It is quite likely that they may behave in the same manner in the next Census also, and early steps should be taken to avoid a recurrence of this unhappy situation.

RAILWAY COLONIES AND AREAS:

On the 27th August 1959 the Secretary of the Railway Board issued a Circular to all the General Managers of the All-India Railways laying down that Railway Officers appointed for the purpose will be responsible for carrying out the census of Railway areas. The General Manager of the Northern Railways in turn requested all the Divisional Superintendents and other officers to nominate staff for census work and intimate their names to the Census Superintendents. On 21-1-60 intimation was received from the Divisional Superintendent, Delhi, nominating Kanwar Ganga Singh, Assistant Personnel Officer IV, as Census Officer for all the Railway areas and colonies in the Union Territory of Delhi. On looking at the record of the 1951 Census I found that the Executive Engineer incharge of maintenance etc. of the various Railway colonies, had been nominated as Census Officer for Railway areas. In this connection I tried to meet the Divisional Superintendent and got an appointment with him, but he had to leave suddenly on the date of the meeting and therefore could not meet me. In my d.o. letter No. 1/12/59-SCO, dated the 20th May, 1960, I requested him to consider if he could appoint someone from the Engineering Department as Census Officer in place of the Assistant Personnel Officer. My grounds for the request were that all the I.O.Ws (Inspectors of Works) who could with advantage be put on census duty were under the Engineering Department and unless someone above them was appointed as Census Officer they will not come forward to help in the census operations. The Divisional Superintendent, however, did not see his way to accede to my request and instead wrote back to say that the A.P.O. (IV) will be good enough as a Census Officer. The result of it was that up to the last the I.O.Ws kept on avoiding on one excuse or the other, and but for the initiative and resourcefulness of a comparatively petty official (Sardar Gulab Singh, Headclerk) we would not have achieved success in the census of Railway areas. I do hope that the Divisional Superintendent at the time of the 1971 Census will see force in our request and will take early steps to appoint one of his Executive Engineers as Census Officer. Experience has shown that the I.O.Ws of the Railways, like the Engineering staff of the Corporation, are a hard nut to crack and they should be handled sternly through their immediate bosses.

Kanwar Ganga Singh, the Census Officer for the Railway areas, did not think himself up to the mark to impart training to the Railway personnel with the result that like New Delhi this task also fell upon my shoulders. The training was imparted to the Railway personnel at the Town Hall Delhi, in batches of 50 or so and only three courses of lectures could be held.

(d) CENSUS OF HOUSELESS AND MOBILE POPULATION:

The first step in this direction was to collect lists of places where houseless persons usually retire at night for rest and sleep. These lists were had from the Bharat Sewak Samaj and the Superintendents of Police of the North, Central and South Districts. On the nights between 14-15 and 15-16 February, 1961 myself and Shri R. M. Vats, Census Officer, took a round of the entire city area and New Delhi area with a view to find for ourselves the places where houseless persons sleep at night. Special enumerators were appointed for the houseless population and they were asked to carry out this census on the night of 28th February and 1st March 1961. Arrangements for police aid were made through the District Magistrate. Instructions were issued by the Superintendents of Police to their respective police stations that police aid should be readily given to census workers during these nights. Each census worker before starting enumeration obtained the services of a couple of constables to ensure that no harm came to him at the time when he wakes up the persons asleep. At most of the places where houseless persons were found asleep, there were no proper lighting arrangements; so battery torches had to be supplied to them. Myself, Shri Vats and Shri Mathur (Head Assistant) and other members of the staff remained on the move throughout these two nights to ensure that the census workers are working all over and enumerating the houseless population.

The work could not be entrusted to the general enumerators because in certain cases they were living far away from their places of duty and could not function without transport facilities.

Circulars issued to charge officers and supervisors on the subject are printed as Appendix **XXI**.

10-QUALITY OF ENUMERATION

(i) **COVERAGE:** It can be stated with some confidence that the coverage of the rural areas was almost cent-per-cent. This can be attributed to the fact that census of rural areas is comparatively simpler. Moreover, teachers working in the villages were as far as possible put on duty in these very villages. In the urban areas of the Corporation, complaints were received from certain quarters about their houses not having been visited by the census workers. On investigation it was found that some of the complainants had been rather in a hurry and had made the complaints before the actual expiry of the period of census; in other cases, it was found that the census worker had visited the houses of the complainants in their absence and had obtained all the required information from the members of the their household, which fact the members did not remember or care to tell them. I do not however mean to suggest that all the complaints were unfounded. There were some houses which the enumerator had carelessly omitted to visit; there were yet other houses which were built after the housenumbering operations and which were not included in our lists; there were shops where servants were living and which were not visited by the enumerators. It was however a matter of great relief that the public this time was so responsive that they brought all these cases to our notice either by means of post-cards, or by telephone calls or by complaints in the press, with the result that we rushed our men all over and enumerated all such persons. During the course of the training classes, the census workers were advised to complete their first round by the 25th February instead of the 28th February. From the 26th February, myself and Shri Vats started a round of practically all the areas in the Union Territory and rushed men to all the areas from where we received any complaint. In New Delhi area, a couple of Ministers and Secretaries complained that their houses had not been visited. The matter was looked into and it was found that the enumerator had failed to visit their houses under the mistaken belief that he had to enumerate only odd numbers of bungalows and not even numbers. There was no occasion for this erroneous belief, for the extents of the blocks as given to the enumerators were quite clear. Still it is desirable that every effort should be made to avoid a recurrence of these mistakes at the next census.

At this stage, an observation made in an earlier part of the report bears repetition. The census officers and the charge officers were clearly told that it was their duty to make frequent rounds of their respective areas with a view to see that the supervisors and enumerators were doing their job properly and were covering all the houses and households. I am sorry to have to record that a majority of these officers did not perform this duty seriously, partly because of their official commitments and partly because of lack of transport facilities or of a provision in the instructions to pay them at least their out of pocket expenses. This serious handicap must be removed if these officers are expected to help effectively in census.

RESPONSE: Except in the case of a few Army officers who stubbornly refused to be enumerated until pulled up by their superior officers, the rest of the official class as also the members of the public showed a tremendous amount of co-operation in the census operations. In fact, if I may say so, the response bordered on over-zealousness, for, as already observed, complaints started pouring in even before the expiry of the date of first round viz the 28th February 1961. The reason for this over-zealousness appears to be the mistaken belief in the minds of the members of the public that unless they were enumerated, they will not be enrolled as voters. This was however a distinct advantage, because any household carelessly left out by an enumerator was brought to notice and quickly covered.

As to the filling up of the enumeration slip, it is likely that in certain cases the correct age may not have been known to the respondent and so not told correctly. This would be more so in the case of villagers, a large proportion of whom is still uneducated. With so much stress on education, the position is likely to be better during the next census. As to question No. 4 (a) (Birth place) many enumerators entered the actual village or town of birth in spite of clear and repeated instructions on the subject. Moreover, the Union Territory of Delhi has a peculiar set-up, comprising as it does of only one District and one Tehsil. It consists of two cities viz. Delhi and New Delhi and a few towns viz. Narela, Najafgarh, Mehrauli, Shahdara and Delhi Cantt. besides hundreds of newly-sprung colonies. The part

of the question saying "If born in another village or town of district in which enumerated, write D" could not be properly fitted into the setup of Delhi. It is humbly suggested that clear-cut instructions on this aspect of the question with special reference to Delhi be laid down for the next census.

On Question 5 (c) (Scheduled Castes and Scheduled Tribes) a question was raised by one of the trainees (probably a member of the scheduled tribe) as to why members of the scheduled tribes from other States living in Delhi should not be enumerated as such. It was felt that failure to do so would result in their under-enumeration. In view of clear instructions on the subject to the effect that there were no scheduled tribes obtaining in Delhi and that they should not be enumerated as such, I could not enlighten them any further. If necessary, the question may kindly be re-examined. Under the same question, in certain cases the name of the particular scheduled caste was not mentioned and instead merely the word 'Harijan' or 'SC' was entered. This was in spite of clear and repeated instructions. Again, apart from Hindus and Sikhs, other communities such as Buddhists and Muslims were also somehow shown as scheduled castes.

On the question of mother tongue, a few complaints were received that the enumerators were entering as mother tongue a language different from the one returned by the respondents. These complaints were promptly attended to and the mistakes rectified, where found genuine.

Coming to the economic questions, question 10 (c) "If employee" caused some confusion. Some enumerators thought that this suggested that the employee was to be enumerated at his place of work. It was explained to them that this was not so. Some change in the form of the question might prevent the confusion from arising next time. Again, in spite of repeated instructions, the exact detail of the nature of work e. g. stenographer, record clerk etc., was not mentioned against question 11 (a). Instead, only the general nature of work viz. clerk etc. was mentioned.

In certain cases, the entries in the household schedules did not tally with those in the indi-

vidual slips. For instance, certain names entered in the individual slips were not mentioned in the household schedules.

HONORARIUM TO ENUMERATION STAFF :

In the first conference, the following uniform rates of honorarium were accepted:

- (1) Honorarium for housenumbering and houselisting, including cost of housenumbering material and carriage cost of paint, pot, brushes and stencils—
-----Rs.5/-Per block
(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 housenumbering and of attending atleast two training classes.)
- (2) 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 enumerator's 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 per block—Rs. 4/-.
- (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 Naye Paise per person. This is the minimum that must be paid.

Superintendents of Census Operations were however given the liberty to vary these charges keeping for the State as a whole, to an average of 3.5 nP. per person. On 18 February 1960, I wrote to the Registrar General asking for his permission to pay Rs. 10/- to each of the persons put on housenumbering duty, to enable him to cover his out of pocket expenses. This recommendation was accepted by the Registrar General, and a sum of Rs. 45,240.00 was distributed to 4524 census workers (Supervisors

and Enumerators) as soon as they had completed housenumbering and houselisting operations. The amount was distributed through the respective Charge Officers. The latter being field officers were generally not found on their seats and this resulted in a good deal of inconvenience to the recipients of the amount. In fairness to the census workers, distribution of the remaining sum of Rs. 10/- to each (for actual enumeration) was made in our own office. The system, though resulting in some extra load of work to the members of my staff, was much more convenient to the recipients and was appreciated by them. It is suggested that this system be adopted for the next census. Another suggestion is that the amounts be distributed as quickly as possible. This will not only be appreciated by the workers, but will save the Superintendent of Census Operations so many telephonic enquiries every day.

Recognition of Services of Enumeration Staff :

In the peculiar set-up of Delhi, the Delhi Administration was not quite associated with the details of the census operations, although they helped in every way in the matter of supplying the required staff. As such, they were not in a position to advise as to who should be rewarded for outstanding performance in census. This task therefore fell on my shoulders and I noted in my diary from time to time the names of those workers who had given a good account of themselves in census and had shown extraordinary initiative and interest in it. Their names were forwarded to the Registrar General for his approval after which the medals were very kindly distributed by Shri Sham Nath, Mayor of Delhi, at a brief function held in the Darbar Hall of the Corporation, on the 26th January 1962.

Provisional Totals :

The last para of Circular No.F.1/57/60-SCO dated 7 November, 1960 issued by me to all supervisors, ran as follows :

“The enumeration and revisional round will be over on 28th February, 1961 and 5th March, 1961 respectively. On the completion of the revisional round the Enumerators should submit in person the census records of their blocks, properly arranged in a bundle along with the Block Abstract to the Circle Supervisors by the evening of 5th March, 1961.

The Circle Supervisors should submit the census records relating to their circle to the Charge Officers in person along with the Circle Summary before the evening of 6th March, 1961. The Charge Officers should submit the census records relating to their charge to the census officer along with the Charge Summary before the evening of 7th March, 1961. A copy of the Charge Summary should also be forwarded to the Superintendent of Census Operations by the evening of 7th March, 1961 by the Charge Officers.”

While most of the supervisors sent in their papers according to schedule, there were a few cases which had to be chased. These related mostly to the New Delhi area and the Military areas. The provisional figures were personally handed over by me to the Registrar General on 12.3.1961 who released them to the Press on 15.3.1961.

POST ENUMERATION CHECK :

The first communication on the subject of post-enumeration check was received from the Registrar General on 2.1.61 (No.16-3/60-RG). Reply to this communication was sent by letter No.F1/74/61-SCO/7963, dated 1.2.61 enclosing therewith lists of Charges of the Union Territory of Delhi.

The selection of sampled blocks for purpose of post-enumeration check was done in accordance with the instructions of the Registrar General contained in his letter No.3/6/60-V.S. dated 2nd February 1961. A list of the blocks selected was forwarded to the Registrar General vide this office letter No.1/74/61-SCO/8930 dated 27.2.61. The selection of rural and urban areas was made in two separate serials. It was made strictly in accordance with the instructions laid down in Mr. Jain's circular entitled “Arrangements for Post-enumeration Check.” The total number of blocks in the Urban area was 71 and in the Rural areas was 5.

The next step was the appointment of Verification Officers. No Charge Officers were appointed as it was considered that it would be more expeditious to concentrate the work in the Central office. Great care was exercised in selecting the Verification Officers. They were chosen from amongst efficient school teachers, Section Officers of the Ministries etc.,

who had worked in the 1961 Census in nearby localities but not in the same locality. This was in accordance with the directive of the Registrar General,

The verification Officers, 76 in number, were fully briefed by me on 17.3.61 in three batches of 26 each. A copy of the instructions for P.E.C. was handed over to each of them and they were asked to conduct the P.E.C. and submit all the forms by 27.3.61.

The Post-enumeration Check was to be conducted in two parts viz., (i) to see whether all the census houses in the selected blocks have been covered and (ii) to see whether the enumeration of the inmates of the sampled houses taken up for the post-enumeration check has been correct. For (i) the V.O. had to prepare an independent houselist which was to be compared with the list of censused houses prepared in this office. For (ii) the V.O. was furnished with a list of inmates of each sampled house containing ghost entries and omissions and the V.O. had to make on-the-spot verification and arrive at the correct number of inmates and detect the ghost entries and omissions.

URBAN AREA

The total number of houses in the 71 sampled blocks was 5140. The post enumeration check regarding the coverage of houses disclosed an omission of 22 inhabited houses with a population of 153 persons. The check of the inmates of sampled houses revealed that 25 persons were missed, 38 persons were wrongly included in the census and about 10, it was not known whether they were enumerated or not.

RURAL AREA

In the rural areas, 5 blocks out of 448 were selected. The total number of sampled census houses was 440. Not a single census house

was found missed in these blocks, not a single person was found missed, nor any wrongly included or found in the N.K. category.

REVIEW

With all the safeguards provided in the instructions for the P.E.C., the check this time was made practically foolproof. It must be observed however that the procedure prescribed for the P.E.C. was so intricate that it took quite some time to understand it. If I may say so, it was more intricate than the procedure for the actual census operations and was somewhat beyond the comprehension of the average man. Could it not be possible to make the instructions simpler? Surely that would conduce to more efficiency.

Another point worth mentioning is the small amount paid to the Verification Officers as honorarium. It must be remembered that all the persons had already spent a good deal from their pockets at the time of conducting the main census and had not yet been compensated for the same and this additional burden became well nigh unbearable for them. An honorarium at the rate of Rs. 10/- per V.O. would have been more in keeping with the amount of work that they were required to do.

Except for the comments made above, no other serious difficulty was experienced. This was perhaps because of the fact that the number of sample blocks and houses was not large and the V.Os. could be trained in my office without employing the agency of Charge Officers.

COST OF ENUMERATION :

The total expenditure incurred in connection with the enumeration of 26,58,612 persons was Rs. 1,17,678.78 as detailed below :

| Head of Account | 1960-61 | 1961-62 |
|---|----------------------|---------------------|
| 47-Misc. Department B-Enumeration: | | |
| B-1 Pay of Establishment | Rs. 7219.11 | Rs. 2684.48 |
| B-2 Allowances to the Staff | Rs. 2684.37 | Rs. 233.38 |
| B-3 Honorarium to Supervisors and Enumerators | Rs. 45610.00 | Rs. 52500.00 |
| B-4 Other charges : | | |
| (i) Furniture | Rs. 1210.45 | |
| (ii) Publicity | Rs. 3114.00 | |
| (iii) Cost on training | Rs. 1877.29 | |
| (iv) Miscellaneous | Rs. 545.70 | |
| | <u>Rs. 62260.92</u> | <u>Rs. 55417.86</u> |
| Total of both years : | Rs. 1,17,678. 78 nP. | |
| This works out approximately to 5n.P. per head. | | |

APPENDIX—I

THE CENSUS ACT

Amended by Acts XL of 1949, LI of 1950 and the Adaptation of Laws Order, 1950.

ACT No. XXXVII OF 1948.

(Passed by Dominion Legislature.)

Received the assent of the Governor General on the 3rd September, 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 * (.....) 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 the whole of India *(except the State of Jammu and Kashmir)

2. *RULE OF CONSTRUCTION RESPECTING ENACTMENTS NOT EXTENDING TO PART B STATES*:- Any reference to the Indian Penal Code (Act XLV of 1860) or the Indian Evidence Act 1872 (1 of 1872), shall, in relation to a Part B State, be construed as a reference to the corresponding enactment in force in that 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 *State 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 *State 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 *State Government may delegate to such authority as it thinks fit the power of appointing census-officers conferred by subsection (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 *State 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 of or any vessel of war, of India,

* Deleted by the Adaptation of Laws Order, 1950.

@ Substituted, *ibid*.

+ Substituted by Section 2, Act LI of 1950.

Inserted by Section 3, *ibid*. Original section 2 was omitted by the Adaptation of Laws Order, 1950.

* Substituted by the Adaptation of Laws Order, 1950.

(b) every person (except a pilot or harbourmaster) having charge or control of a vessel,

(c) every person in charge of a lunatic-asylum, hospital, workhouse, prison, reformatory or lock-up or of any public, charitable, religious 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 the taking of the census are under his command or charge, or are inmates of his house or are present on or in such immovable property or are employed under him as may be specified in the order.

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

7. *Power to call upon certain persons to give assistance:-* The District Magistrate, or such authority as the *State 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:-* (1) A census-officer may ask all such questions of all persons within the limits of the local area for which he is appointed as, by instruction issued in this behalf by the *State 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 no 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 of numbers:-* Every person occupying any house, enclosure, vessel or other place shall allow census-officers such access there to 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

* Substituted by the Adaptation of Laws Order, 1950.

manager or any officer of any commercial or industrial establishment, for the purpose of its being filled up by the occupier of such house or of any specified part thereof or by such manager or officer with such particulars as the *State Government may direct regarding the inmates of such house or part thereof, or the persons employed under such manager or officer, as the case may be, at the time of the taking of the census.

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

11. Penalties :—

(1) (a) any census-officer or any person lawfully required to give assistance towards the taking of a census who refuses or neglects to use reasonable diligence in performing any duty imposed upon him or in obeying any order issued to him in accordance with this Act or any rule made thereunder, or any person who hinders or obstructs another person in performing any such duty or in obeying any such order, or

(b) any census-officer who intentionally puts any offensive or improper question or knowingly makes any false return or, without the previous sanction of the Central Government or the *State 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 members of the census, census staff who removes, secretes, damages or destroys any census document or deals with any census tabulations of census results, or

(d) any person who intentionally gives false answer to, or refuses to answer to the best of his knowledge or belief, any question

asked of him by a census-officer which he is legally bound by section 8 to answer, or

(e) any person occupying any house, enclosure, vessel or other place who refuses to allow a census-officer such reasonable access thereto as he is required by section 9 to allow or

(f) any person who, removes, obliterates, alters, or damages any letters, marks or numbers which have been painted or affixed for the 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 the fine which may extend to one thousand rupees and in case of a conviction under part (b) or (c) shall also be punishable with imprisonment which may extend to six months.

(2) Whoever abets any offence under subsection (1) shall be punishable with the 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 *State Government or of any authority authorised in this behalf by the *State 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 laws 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 @or in a Part B State, a Magistrate corresponding to a Magistrate of the second class shall try, whether under this Act

* Substituted by the Adaptation of Laws Order, 1950.

@ Inserted by Section 4 Act LI of 1950.

or under any other law, any act or omission which constitutes an offence under this Act.

15. *Records of census not open to inspection nor admissible in evidence:-* No person shall have a right to inspect any book, register or record made by a census officer in the discharge of his duty as such, or any schedule delivered under section 10, and notwithstanding anything to the contrary in the Indian Evidence Act, 1872 (I of 1872), no entry in any such book, register record or schedule shall be admissible as evidence in any civil proceeding whatsoever or in any criminal proceeding other than a prosecution under this Act or any other law for any act or omission which constitutes an offence under this act,

16. *Temporary suspension of other laws as to mode of taking census in municipalities:* Notwithstanding anything in any enactment or rule with respect to the mode in which a census is to be taken in any municipality, the municipal authority, in consultation with the Superintendent of Census Operation or with such other authority as the *State Government may authorise in this behalf, shall, at the time appointed for the taking of any 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 *State 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 *India or any State as the case may be, being information which is not contained in any published report and which in his opinion it is reasonable for that authority or person to require.

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

(2) In particular, and without prejudice to the generality of the foregoing power, the Central Government may make rules providing for the 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.

APPENDIX II

LIST OF FILES OF DELHI CENSUS OFFICE. 1951

| <i>Ser. No.</i> | <i>SUBJECT</i> | <i>Ser. No.</i> | <i>SUBJECT</i> |
|-----------------|---|-----------------|---|
| 1. | Apptt. of Ch. Rattan Singh P.C.S. as D.S.C., Delhi. | 40. | Arrears of Sorters Pay Bills. |
| 2. | T.A. Bills of D.S.C. | 41. | Pay Bills of Sorters 5/51 |
| 3. | T.A. Bills of D.S.C. | 42. | —do— of Office Staff. |
| 4. | Sanction regarding Conveyance Allowance to Deputy Supdt, Census, Delhi. | 43. | Contingent expenditure receipts. |
| 5. | Apptt. of Subordinate Staff. | 44. | —do— |
| 6. | Pay Bills of Estt. | 45. | Contingent Bill No. 3. |
| 7. | Budget Estimates for 1950-51. | 46. | Contingent vouchers of bills No.3-A. |
| 8. | Purchase of Service Stamps. | 47. | —do— No. 4 |
| 9. | Contingent Bills. | 48. | —do— No. 5 |
| 10. | —do— | 49. | —do— No. 1 |
| 11. | Audit of Acctts. | 50. | —do— No. 2 |
| 12. | Broadcast Speech. | 51. | —do— No. 3 |
| 13. | T.A. claims of D.S.C. | 52. | —do— No. 5 |
| 14. | T.A. Bills of estt. | 53. | —do— No. 6 |
| 15. | Authorised strength of D.S.C. Office Delhi. | 54. | —do— Nos. 7-13. |
| 16. | Provision for Furniture. | 55. | Appointment of Census Officer. |
| 17. | Record of Contingent Bills. | 56. | Military Area. |
| 18. | Budget Estimates. | 57. | List of Villages. |
| 19. | Contingent Bills-Correspondence. | 58. | Tehsil wise Population. |
| 20. | Purchase of shoes. | 59. | Omission in National Citizen Register. |
| 21. | Sarkanda Chicks etc. | 60. | Census Population Figures. |
| 22. | T.A. Bills of D.S.C. | 61. | Area Statement |
| 23. | T.A. Bills of Establishment. | 62. | Confidential Papers. |
| 24. | Pay Bills 3/51 | 63. | Pay Bills of D.S.C. |
| 25. | —do— 4/51 | 64. | Pay Bills of D.S.C. |
| 26. | —do— 4/51 | 65. | Set of Circulars. |
| 27. | —do— 5/51 | 66. | General Instructions. |
| 28. | —do— 6/51 | 67. | (1) Record Register. |
| 29. | —do— 7/51 | | (2) Furniture Register. |
| 30. | —do— 8/51 | | (3) Stationery Registers I & II. |
| 31. | —do— 9/51 | | (4) Cash Book No. 2 |
| 32. | —do— 10/51 | | (5) Contingent Expenditure Register. |
| 33. | —do— of Sorters 5/51 | | (6) Cash Book No. 1 |
| 34. | —do— of Sh. Narender Shanker 5/51 | | (7) Issue Register. |
| 35. | —do— of Sorters 7/51 | | (8) Despatch Register. |
| 36. | —do— of Sorters 7/51 | | (9) Telephone Call Register |
| 37. | —do— of Sorters 6/51 | | (10) Despatch Register |
| 38. | —do— of Sorters 8/51 | | (11) Stock Register of Forms Pt I & II |
| 39. | —do— of Adm. Supervisors etc. 7/51 | | (12) Receipt Register |
| | | | (13) Despatch Register |
| | | | (14) Peon Books 3. |
| | | | (15) Postage Service Stamps Acctt. Register and Photos. |

APPENDIX II—A

| <i>Sl. No.</i> | <i>Subject</i> | <i>File No.</i> |
|----------------|--|-----------------|
| 1. | Contents of Census Hand Books. | 1/1/59-SCO |
| 2. | Report of the pretest of II draft of Houselist and Questionnaire in Village Barola, P. O. Azadpur. | 1/2/59-SCO |
| 3. | Articles on Census-Census Publicity. | 1/3/59-SCO |
| 4. | Staff for Enumerations drawn from Local Bodies. | 1/4/59-SCO |
| 5. | Characteristics of Towns. | 1/5/59-SCO |
| 6. | Census Forms-draft. | 1/6/59-SCO |
| 7. | Final Census Forms | 1/7/59-SCO |
| 8. | Report on the pretesting of II draft of Houselist & Questionnaire in Shahdara Ward I, Rly. Road. | 1/8/59-SCO |
| 9. | Sample Survey—Construction of Fresh Urban Frames of Delhi. | 1/9/59-SCO |
| 10. | Agenda for the conference of S. C. Os. in Oct. 59. | 1/10/59-SCO |
| 11. | Supply of Maps for Census-1961. | 1/11/59-SCO |
| 12. | Instruction regarding cooperation by the different Departments (Railways & Defence Services). | 1/12/59-SCO |
| 13. | Correspondence with Development Commissioner Delhi for the use of Block. Dev. Staff for Census Work. | 1/13/59-SCO |
| 14. | House-numbering in Rural Area of Delhi. | 1/14/59-SCO |
| 15. | Enumeration of Non-Indians Nationals. | 1/15/59-SCO |
| 16. | Supply of Household Schedules, Enumeration slips and Household lists (Printing of Forms). | 1/16/59-SCO |
| 17. | List of Supdts. of Census Operation of various States. | 1/17/59-SCO |
| 18. | List of Colonies of Shahdara Area. | 1/18/59-SCO |
| 19. | Report for the 1961-Census. | 1/19/59-SCO |
| 20. | Enumeration of Scheduled Castes and Scheduled Tribes at the 1961 Census. | 1/20/59-SCO |
| 21. | Use of Census Data by the various branches of the Union Govt. | 1/21/59-SCO |
| 22. | House-numbering. | 1/22/59-SCO |
| 23. | Suggestion for defining household industry or business. | 1/23/59-SCO |
| 24. | List of files of Old Census Records. | 1/24/59-SCO |
| 25. | General instructions for filling up of House list and Household Schedules. | 1/25/59-SCO |
| 26. | Symposium on 1961 Population Census and estimates of India's population for 1961 and 1966. | 1/26/59-SCO |
| 27. | Reconstitution of Districts Municipalities in various States. | 1/27/59-SCO |
| 28. | Sample Census of Population. | 1/28/59-SCO |
| 29. | General instructions to District Census Officer by S. C. O., Rajasthan and W. Bengal. | 1/29/59-SCO |
| 30. | Survey of Fairs and Festivals of West Bengal. | 1/30/59-SCO |
| 31. | Instructions reg. Census--1961. | 1/31/59-SCO |
| 32. | Primary Abstracts of Cenus, 1951. | 1/32/59-SCO |
| 33. | Honorarium for Census Workers for House-listing. | 1/33/59-SCO |
| 34. | Soc'ol Econom'c Survey of 35 selected villages. | 1/34/59-SCO |
| 35. | Number of villages-Quango Circlewise Police Station-wise Population. | 1/35/59-SCO |
| 36. | Publicity Programme. | 1/36/59-SCO |
| 37. | Monthly Progress Report. | 1/37/59-SCO |
| 38. | Tour Programme of R. G. I. | 1/38/59-SCO |
| 39. | Notificat'ons. | 1/39/59-SCO |
| 40. | Appo ntm nt of Census Officers. | 1/40/59-SCO |
| 41. | Procurement of Electoral Rolls. | 1/41/59-SCO |

| <i>Sl. No.</i> | <i>Subject</i> | <i>File No.</i> |
|----------------|--|-----------------|
| 42. | Vital Statistics. | ... 1/42/59-SCO |
| 43. | Enumeration-Hotels, Hostels, Sarais, Hospitals, etc. | ... 1/43/59-SCO |
| 44. | Census Hand Book. | ... 1/44/59-SCO |
| 45. | List of Fairs and festivals. | ... 1/45/59-SCO |
| 46. | Tabulation of Languages. | ... 1/46/59-SCO |
| 47. | Inspection Notes of S. C. O. | ... 1/47/59-SCO |
| 48. | Census Programme. | ... 1/48/59-SCO |
| 49. | Enumeration of Houseless persons. | ... 1/49/59-SCO |
| 50. | List of unauthorised Huts. | ... 1/50/60-SCO |
| 51. | Miscellaneous. | ... 1/51/60-SCO |
| 52. | Appointment of Staff for enumeration in New Delhi City. | ... 1/52/60-SCO |
| 53. | Appointment of Staff for enumeration in Cantt Board Area. | ... 1/53/60-SCO |
| 54. | Appointment of Staff for enumeration in Corporation (Urban) | ... 1/54/60-SCO |
| 55. | Appointment of Staff for Enumeration in Corporation (Urban) | ... 1/55/60-SCO |
| 56. | Census-Variou Handicrafts and Small Scale Industries. | ... 1/56/60-SCO |
| 57. | Training of Census Staff. | ... 1/57/60-SCO |
| 58. | Apptt. of Central Govt. Staff on Census duty. | ... 1/58/60-SCO |
| 59. | Police Assistance in taking of Census. | ... 1/59/60-SCO |
| 60. | Statistical data-Area under cultivation-irrigation Rain-fall and kind of crops. etc. | ... 1/60/60-SCO |
| 61. | Coordination of Census enumeration with the revision of Electrol Rolls. | ... 1/61/60-SC |
| 62. | Collection of Literacy Figures in Rural and Urban Areas. | ... 1/62/60-SCO |
| 63. | Number of Charges, Supervisors Circle and Enumerator's Blocks. | ... 1/63/60-SCO |
| 64. | Census of Fishermen. | ... 1/64/60-SCO |
| 65. | Census of live stock. | ... 1/65/60-SCO |
| 66. | Historical Atlas. | ... 1/66/60-SCO |
| 67. | Use of Police w. t. Gird by the Supdt. of Census Operations. | ... 1/67/60-SCO |
| 68. | Special enumeration of Technically Qualified Personnel. | ... 1/69/60-SCO |
| 69. | Publication of Census Tables. | ... 1/70/60-SCO |
| 70. | Staff Car-Hiring of. | ... 1/71/60-SCO |
| 71. | Distribution of Census Forms. | ... 1/72/60-SCO |
| 72. | Establishment of Census Offices in various Charges. | ... 1/73/60-SCO |
| 73. | Sample Verification 1961. | ... 1/74/60-SCO |
| 74. | Census Metals and Certificates. | ... 1/75/60-SCO |
| 75. | Census Population (Provisional Total) | ... 1/76/61-SCO |
| 76. | Purchase-Distribution of Torches for Census 1961. | ... 1/77/61-SCO |
| 77. | Rural and Tribal crafts Survey. | ... 1/78/61-SCO |
| 78. | Progress of Tabulation work-Periodical reports. | ... 1/79/61-SCO |
| 79. | Survey on consanguineous marriages. | ... 1/80/61-SCO |
| 80. | Payment of Honoraria to the Super-visors/Enumerators for Actual Enumeration. | ... 1/81/61-SCO |
| 81. | Techno Economic Surveys | ... 1/82/61-SCO |
| 82. | Urban and Rural areas of the D. M. Corporation-Determination of. | ... 1/83/61-SCO |
| 83. | Demographic study. | ... 1/84/61-SCO |
| 84. | Regarding:-Parliament questions (Rajya Sabha). etc. | ... 1/85/61-SCO |
| 85. | Repairs to furniture. | ... 1/86/61-SCO |
| 86. | 1961-Census Publications. | ... 1/87/61-SCO |
| 87. | Instruction for drafting the Census Report. | ... 1/88/61-SCO |
| 88. | Study Camp. | ... 1/89/61-SCO |
| 89. | Administration Report. | ... 1/90/61-SCO |

| <i>Sl. No.</i> | <i>Subject</i> | <i>File No.</i> |
|----------------|--|-----------------|
| 1. | Appointment of Staff in Census Office on deputation from Delhi Administration. | ... 2/1/59-SCO |
| 2. | Sanction of Motor Car Allowance to S. C. O., Delhi. | ... 2/2/59-SCO |
| 3. | Filling of Posts in the Office of S. C. O.—Instructions therefore. | ... 2/3/59-SCO |
| 4. | Apptt. of S. C. O., Delhi. | ... 2/4/59-SCO |
| 4. A | Personal correspondence of S. C. O. | ... 2/4A/59-SCO |
| 5. | Misc. instructions reg. Conduct of Govt. Servants. | ... 2/5/59-SCO |
| 6. | Sanction of Staff for Census Office. | ... 2/6/59-SCO |
| 7. | Grant of Casual leaves to the Staff applications for. | ... 2/7/59-SCO |
| 8. | Apptt. of Fresh-cum-Sweeper. | ... 2/8/59-SCO |
| 9. | Direct Applications for apptts. to the various posts in S. C. O. Office. | ... 2/9/59-SCO |
| 10. | Apptt. of a Stenographer. | ... 2/10/59-SCO |
| 11. | Appointment of peons. | ... 2/11/59-SCO |
| 12. | Apptt. of Statistical Assistants. | ... 2/12/59-SCO |
| 13. | Appointment of Head Assistant. | ... 2/13/59-SCO |
| 14. | Appointment of Draughtmen. | ... 2/14/60-SCO |
| 15. | List of Holidays for 1960. | ... 2/15/60-SCO |
| 16. | Transfer of Sh. Mohan Lal Suri, L. D. C. from Census Office. Madhya Pradesh. | ... 2/16/60-SCO |
| 17. | Telephone Bills | ... 2/17/60-SCO |
| 18. | Application for C. H. S. S. Cards. | ... 2/18/60-SCO |
| 19. | Correspondence with Estate Office. | ... 2/19/60-SCO |
| 20. | Apptt. of Staff for Census Office for Urban Areas of Municipal Corporation, Delhi. | ... 2/20/60-SCO |
| 21. | Recommendations of Pay Commission's Report. | ... 2/21/60-SCO |
| 22. | Annual Establishment, Return. | ... 2/22/60-SCO |
| 23. | Apptt. of Water-Carriers. | ... 2/23/60-SCO |
| 24. | Loan for Cycle Advance. | ... 2/24/60-SCO |
| 25. | Grant of Spl. pay to Cashier. | ... 2/25/60-SCO |
| 26. | Grant of Allowance/withdrawals from G. P. Fund. | ... 2/26/60-SCO |
| 27. | Payment of arrears of pay of Shri Rampat Chowdhry, ex-employee of S. C. O., Delhi. | ... 2/27/60-SCO |
| 28. | Verification of character and antecedents of Govt. Servants. | ... 2/28/60-SCO |
| 29. | Creation of additional Posts in Office during 1960-61. | ... 2/29/60-SCO |
| 30. | Apptt. of Investigators. | ... 2/30/60-SCO |
| 31. | Apptt. of Asstt. Supdt. of Census Operations, Delhi. | ... 2/31/60-SCO |
| 32. | Personal File of Shri Gopal Das Aneja. | ... 2/32/50-SCO |
| 33. | Security from Acctt.-cum-Cashier. | ... 2/33/60-SCO |
| 34. | Grant of festival allowance. | ... 2/34/60-SCO |
| 35. | Subscription of G. P. F. Allotment of Account numbers. | ... 2/35/61-SCO |
| 36. | Personal File of Sh. K. L. Dilawari, Accountant-cum-Cashier. | ... 2/36/61-SCO |
| 37. | Apptt. of Duplicator Operator. | ... 2/37/61-SCO |
| 38. | Grant of Honoraria to Sh. Gian Chand Peon, attached to the Census Office, D. M. Corporation (Urban). | ... 2/38/61-SCO |
| 39. | Supply of liveries to class IV Servants for winter season. | ... 2/39/61-SCO |
| 40. | Appointment of Staff for Tabulation Office. | ... 2/40/61-SCO |
| 41. | Compl ints. | ... 2/41/61-SCO |
| 42. | Grant of Honoraria to Shri R. M. Vats, Census Officer. | ... 2/42/61-SCO |
| 43. | Grant of Earned leave to Office Staff. | ... 2/43/61-SCO |
| 44. | Appointment of additional Sorter for Tabulation Office. | ... 2 |
| 45. | Personal File of Shri Ranbir Singh, L. D. C. | ... |

| <i>Sl. No.</i> | <i>Subject</i> | <i>File No.</i> |
|----------------|--|-----------------|
| 46. | Personal File of Shri N. C. Kapoor, L. D.C. | ... 2/46/61-SCO |
| 47. | Ban on creation of posts during 1961, Quarterly returns in respect of new Posts created in Census Office. | ... 2/47/61-SCO |
| 48. | Appointment of Tabulation Assistant. | ... 2/48/61-SCO |
| 49. | Appointment of Water Carrier in the Tabulation Office. | ... 2/49/61-SCO |
| 50. | Appointment of Comptometer Operator | ... 2/50/61-SCO |
| 51. | Personal File of Shri V. S. Uppal. | ... 2/51/61-SCO |
| 52. | Personal File of Shri Raj Pal Investigator. | ... 2/52/61-SCO |
| 53. | T. A. Bills for 1961-62. | ... 2/53/61-SCO |
| 54. | Maintenance of G. P. F. Account. | ... 2/54/61-SCO |
| 55. | Personal file of Shri Hari Singh, Peon. | ... 2/55/61-SCO |
| 56. | Personal file of Shri Moti Ram. | ... 2/56/61-SCO |
| 57. | Appointment of O. S. D. | ... 2/57/62-SCO |
| 58. | Appointment of Photographer. | ... 2/58/62-SCO |
| 59. | Appointment of an Investigator to assist the University conduct of Socio Economic Survey of selected villages by the Deptt, of Anthropology. | ... 2/59/62-SCO |
| 60. | Personal file of Shri Shimla Ram. | ... 2/60/62-SCO |
| 61. | Grant House Rent Allowances to the Staff drawing pay more than Rs. 250 per month. | ... 2/61/62-SCO |
| 62. | Personal file of Shri Kashmir Singh, S. A. | ... 2/62/62-SCO |
| 63. | Personal file of Shri Chandra Kant Malik, L. D. C. | ... 2/63/62-SCO |
| 64. | Personal file of Shri Ram Bharose, Peon. | ... 2/64/62-SCO |

| <i>Sl. No.</i> | <i>Subject</i> | <i>File No.</i> |
|----------------|---|-----------------|
| 1. | Declaration of S. C. O., Delhi to be the "Head of Office." | ... 3/1/59-SCO |
| 2. | Sanction of Permanent advance for the Office of S. C. O., Delhi. | ... 3/2/59-SCO |
| 3. | Audit Objections. | ... 3/3/59-SCO |
| 4. | Budget estimates for year 1959-60. | ... 3/4/59-SCO |
| 5. | Rates of Dearness Allowance, C. C. A. & H. R. A. and other misc. circular letters. pay etc. of Staff. | ... 3/5/59-SCO |
| 6. | Monthly expenditure statements under Grant No, 51-Census for year 1959-60. | ... 3/6/59-SCO |
| 7. | Classification of expenditure on s/c of Staff for enumeration. | ... 3/7/59-SCO |
| 8. | Delegation of Financial Powers to the R. G. I., and S. C. Os. | ... 3/8/59-SCO |
| 9. | Legislation by State Govts. for laying contribution by local authorities towards the cost of Census. | ... 3/9/59-SCO |
| 10. | T. A. Bills File of Non-Gazetted Estt. | ... 3/10/59-SCO |
| 11. | Contingent Bills for 1959-60. | ... 3/11/59-SCO |
| 12. | Correspondence with A. G. C. R. | ... 3/12/59-SCO |
| 13. | Budgeting and Financial Control. | ... 3/13/60-SCO |
| 14. | Budget Estimates for year 1960-61. | ... 3/14/60-SCO |
| 15. | T. A. Advance | ... 3/15/60-SCO |
| 16. | Telephone Bill | ... 3/16/60-SCO |
| 17. | Payment made to contractors and other non-officials-Quarterly Statements-Furnishing of. | ... 3/17/62-SCO |
| 18. | Audit of Accounts. | ... 3/18/62-SCO |

| <i>Sl. No.</i> | <i>Subject</i> | <i>File No.</i> |
|----------------|---|-----------------|
| 1. | Hire of Typewriter for Office. | ... 4/1/59-SCO |
| 2. | Purchase of Typewriters & Duplicating Machine for Office. | ... 4/2/59-SCO |
| 3. | Office Accommodation. | ... 4/3/59-SCO |
| 4. | Printing & Stationery for Census 1961. | ... 4/4/59-SCO |
| 5. | Supply of Stationery for Office. | ... 4/5/59-SCO |
| 6. | Purchase of Coir Mat for Office from Coir Board, G. O. I., New Delhi. | ... 4/6/59-SCO |
| 7. | Purchase of Steel Almirahs for Office use. | ... 4/7/59-SCO |
| 8. | Purchase of Cycle for Office Use. | ... 4/8/59-SCO |
| 9. | File Reg. Service Stamps. | ... 4/9/59-SCO |
| 10. | Installation of telephones for Office. | ... 4/10/59-SCO |
| 11. | Purchase of furniture for Office. | ... 4/11/59-SCO |
| 12. | Purchase of news paper for Office. | ... 4/12/59-SCO |
| 13. | Supply of Nica Calculator Elec. Model A. C. | ... 4/13/59-SCO |
| 14. | Supply of Standards Forms. | ... 4/14/59-SCO |
| 15. | Supply of Rubber Stamps for Office. | ... 4/15/59-SCO |
| 16. | Installation of Call Bell in S. C. O.'s Room. | ... 4/16/59-SCO |
| 17. | Supply of Govt. Publications for Office. | ... 4/17/59-SCO |
| 18. | Allotment of residential accomodation to the S. C. O. | ... 4/18/59-SCO |
| 19. | Stationery for Census of Squatters. | ... 4/19/60-SCO |
| 20. | Wooden pigeon holes and steel boxes for Tabulation Office. | ... 4/20/61-SCO |
| 21. | Renewal Notice. | ... 4/21/61-SCO |
| 22. | Supply of Roll-Block Boards. | ... 4/22/61-SCO |
| 23. | Purchase of Wall Clock, for the Office. | ... 4/23/61-SCO |
| 24. | Hire of Cooler for Office. | ... 4/24/61-SCO |
| 25. | Fire Extinguishers for Tabulation Office. | ... 4/25/61-SCO |
| 26. | Purchase of chicks. | ... 4/26/61-SCO |

APPENDIX-III

ANNUAL INDENT FOR STATIONERY & DRAWING ARTICLES for 19 , from the 1st.

19 , to the 19 , submitted to the Government of India.

Stationery Office, 3, Church Lane, Calcutta, by the Office of the Registrar General India, Ministry of Home Affairs, 2-A, Mansingh Road, Kotah House Annexer New Delhi

Indent No. 1

Dated the 17 th August, 1959.

Certified that :—

- (i) This indent has been carefully prepared and each item valued according to the Rate List for in my office with reference to rules regarding the preparation and submission of indents for stationery.
- (ii) The demands for Duplicating and drawing materials as also for typewriting paper and carbon paper are based on last 3 years' average consumption.
- (iii) I have satisfied myself that the stationery articles indented for are asbolutely necessary.

Head of Accounts.....

Signature.....Sd/-D Nalarajan

-----non-paying Deptt

Designation: Dy.. Registrar General,
India, Ministry of Home Affairs, New
Delhi.

Designation and full address of Accounts

Signature of Controlling Officer

Officer.....

Designation.....

Directions to be marked on packages.

(The names of Post Office and Rly Station should be written in Block Letters.)

The names of Consignee Shri Baldev Raj PCS,

Supdt. of Census Operations, Delhi.

C/o Office of Registrar General, India
2-A, Man Singh Road, New Delhi.

Name of Rly. Station New Delhi.

Name of Post Office-----

Mode of Despatch-----

Numerical strength of the Office Estt. using stationery.

Head of the Department.....

No. of Gazetted Officer 1

Clerks 9

1

Class IV Staff using stationery.....

Total 11

No. of Typewriters in use 2

N.B.-Defence Services indentors are to fill up in space "A" 'On Credit Note' and in space "B" the name of the Accounts Office at which the freight is payable.

"A"

"B"

The space below is reserved for use in the Stationery Office.

Central Registry No.

dated

Indent Diary Register No. I.R

dated

File No.

Entered in Indent Control Register, vide page.

Scrutinised.

Indent Checker.

| Sl. No. | Description of Articles | Vocabulary Code No. | Qty in hand on date of indent | Qty. indented for | Value of articles indented for | Qty. allowed by controlling officer or S.O. | 1st Instalment Supply |
|---------|-------------------------|---------------------|-------------------------------|-------------------|--------------------------------|---|-----------------------|
| I | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| | | | | | | | Qty. |
| | | | | | | | I.O. No. & date |

| | | | | | | | |
|-----|---|-------|-----|-------------|--------|--|--|
| 1. | Writing paper, C.W.F' cap. 12 lbs. unruled. | D.050 | Nil | 5R | 39.00 | | |
| 2. | Printing paper Double F' cap 20 lbs. 27" x 17" | D.048 | Nil | 10R | 152.00 | | |
| 3. | Blotting Paper White Demy, 38 lbs. 22½" x 17½" | E.002 | Nil | 1R | 31.92 | | |
| 4. | Brown Wrapping paper, Imp. 38 lbs. | E.016 | Nil | 1R | 26.98 | | |
| 5. | Brown Wrapping paper Quad. Foolscape 80 lbs. | E.018 | Nil | 1R | 56.80 | | |
| 6. | Duplicating paper, Bleached semi-bleached 13" x 8½" 6½ lbs. | E.046 | Nil | 25R | 128.50 | | |
| 7. | Typewriting paper fool-scape folio, 3lbs. | E.076 | Nil | 25R | 66.50 | | |
| 8. | Carbon paper Typewriting fool-scape black one side 13" x 8", standard weight. | E.041 | Nil | 1R | 9.24 | | |
| 9. | Carbon paper Typewriting Brief black one side 13" x 16", standard weight. | E.040 | Nil | 250Shts. | 9.25 | | |
| 10. | Envelopes | | | | | | |
| | 1)S.E.2, 4-1/8"x 3¾". | F.045 | Nil | 500 No. | 4.54 | | |
| | 2)S.E.3, 5-3 8" x 4¼". | F.046 | Nil | 500 No. | 4.11 | | |
| | 3)S.E.5, F' cap. 9" x 4" | F.047 | Nil | 2000 No. | 23.70 | | |
| | 4)S.E.7, 16" x 6" | F.048 | Nil | 500 No. | 9.50 | | |
| | 5)S.E.8, (file size) 12"x16". | F.052 | Nil | 500 No. | 47.36 | | |
| | 6)S.E.8-A, (Cloth lined) | F.053 | Nil | 100 No. | 27.87 | | |
| 11. | Misc. writing materials. | | | | | | |
| | 1)Erasers, Ink and pencils | I.005 | Nil | 2 Doz. | 2.96 | | |
| | 2)Ink powder, Blue blackin card-board, cylinders to make 24 oz. of fluid ink | I.022 | Nil | 8 Doz. Pkts | 32.16 | | |

| Sl. No. | Description of Articles | Vocabu- lary Code No. | Qty in hand on date of indent | Qty. indent ed for | Value of articles indented for | Qty. allowed by controlling officer or S.O. | 1st Instalment Supply |
|---------|-------------------------|-----------------------|-------------------------------|--------------------|--------------------------------|---|-----------------------|
| I | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| | | | | | | | Qty. |
| | | | | | | | I.O. No. & date |

| | | | | | | | |
|-----|--|-------|-----|---------|-------|--|--|
| 3. | Ink powder, red (in paper packets to make 24 oz. a phial) | I.023 | Nil | 4 Doz. | 3.92 | | |
| 4. | Ink Blue black for fountain pens, in 4 oz. a phial) | I.012 | Nil | 1 Doz. | 1.17 | | |
| 5. | Pencil rubber soft. | I.006 | Nil | 3 Doz. | 1.80 | | |
| 6. | Ink glass, local. | I.024 | Nil | 1 Doz. | 1.97 | | |
| 7. | Ink-stand, woodendouble. | I.029 | Nil | 1 Doz. | 7.08 | | |
| 12. | Pen Nibs Red Ink. | I.048 | Nil | 6 Doz. | 0.40 | | |
| 13. | Pen Nibs Latem Pattern. | I.047 | Nil | 6 Doz. | 0.40 | | |
| 14. | Penholders clerical. | I.044 | N 1 | 12 No. | 0.67 | | |
| 15. | " " officers. | I.045 | Nil | 4 No. | 0.27 | | |
| 16. | Pencils coloured :— | | | | | | |
| | 1) Blue & Red. | I.036 | Nil | 3 Doz. | 2.91 | | |
| | 2) Lead Middling. | I.040 | N 1 | 1 Doz. | 1.35 | | |
| | 3) Blue. | — | — | — | — | | |
| | 4) Red. | — | — | — | — | | |
| | 5) Lead Ordinary. | — | — | — | — | | |
| | 6) Lead Hard. | — | — | — | — | | |
| | 7) Lead Soft. | — | — | — | — | | |
| | 8) Reporters. | I.041 | Nil | 1 Doz. | 1.35 | | |
| | 9) Copying. | I. 37 | Nil | 1 Doz. | 1.62 | | |
| 17. | Wooden rulers Rounds | — | — | — | — | | |
| | 24" | | | | | | |
| 18. | " " " " 18" | I.060 | Nil | 6 No. | 2.76 | | |
| 19. | Thread Cotton yellow & Dark Red in balls of 2 tolas. | M.081 | Nil | 10 Doz. | 13.00 | | |
| 20. | Tape white, ½", 50 yds. a roll. | M.079 | Nil | 4 Rolls | 11.00 | | |
| 21. | Twine, Cotton white in ball of 4 Doz. | J.042 | Nil | 2 Doz. | 84.96 | | |

| Sl. No. | Description of Articles | Vocabulary Code No. | Qty in hand on date of indent | Qty. indented for | Value of articles indented for | Qty. allowed by controlling officer or S.O. | 1st Instalment Supply |
|---------|-------------------------|---------------------|-------------------------------|-------------------|--------------------------------|---|-----------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| | | | | | | | Qty. |
| | | | | | | | I.O. No. & date |

| | | | | | | | |
|-----|---|-------|-----|--------------|-------|--|--|
| 22. | Twine, Hemp in balls of 4 oz. | J.040 | Nil | 2 Doz. | 84.96 | | |
| 23. | Twine, Jute. | J.040 | Nil | 20 lbs. | 9.80 | | |
| 24. | Gum Arabic Picked | M.021 | Nil | 10 lbs. | 26.10 | | |
| 25. | Office paste, 2½oz, a bottle. | M.036 | Nil | 3 No. | 0.64 | | |
| 26. | Gum brushes. | M.004 | Nil | 3 No. | 0.27 | | |
| 28. | Knives, Desk. | J.033 | Nil | 6 No. | 1.60 | | |
| 29. | Needles, Large. | J.023 | Nil | 1 Doz. | 0.16 | | |
| 20. | Needles, Small. | J.024 | Nil | 1 Doz. | 0.13 | | |
| 31. | Docketed Punch. | M.008 | Nil | 3 No. | 4.05 | | |
| 32. | Paper clips, Gen Pattern. | M.044 | Nil | 1 Doz. Boxes | 3.99 | | |
| 33. | Paper weights. | M.045 | Nil | 1 Doz. | 2.44 | | |
| 34. | Pins. | M.046 | Nil | 2 Gross | 23.16 | | |
| 37. | Scissors 6". | M.055 | Nil | 6 No. | 13.20 | | |
| 35. | Sealing Wax. Red, 32 sticks a seer (for general service). | M.059 | Nil | 10 Box | 11.10 | | |
| 37. | Stapling Machine. | J.029 | Nil | 1 No. | 6.36 | | |
| 38. | Staples, 1000 in a box. | J.030 | Nil | 6 Box | 2.88 | | |
| 39. | Pin Cussions. | M.048 | Nil | 3 No. | — | | |
| | Blank Books. | | | | | | |
| | 1) Foolscap, ½ Qr. unruled. | F.007 | Nil | 6 No. | 5.04 | | |
| | 2) Foolscap, ¼ Qr. ruled. | F.019 | Nil | 6 No. | 5.22 | | |
| | 3) " 1 " unruled. | F.006 | Nil | 1 Doz. | 13.20 | | |
| | 4) " 1 " ruled. | F.018 | Nil | 1 Doz. | 14.04 | | |
| | 5) " 2 " unruled. | F.005 | Nil | 6 No. | 9.84 | | |
| | 6) " 2 " ruled. | F.017 | Nil | 6 No. | 10.62 | | |
| | 7) " 3 " unruled. | F.004 | Nil | 6 No. | 15.72 | | |
| | 8) " 4 " unruled. | F.015 | Nil | 6 No. | 15.36 | | |
| 40. | Note Book. | F.065 | Nil | 1 Doz. | 9.00 | | |
| 41. | Shorthand-writers' Note Book. | F.066 | Nil | 2 Doz. | 12.00 | | |

| Sl. No. | Description of Articles | Vocabulary Code No. | Qty in hand on date of indent | Qty. indented for | Value of articles indented for | Qty. allowed by controlling officer or S.O. | 1st Instalment Supply |
|---------|-------------------------|---------------------|-------------------------------|-------------------|--------------------------------|---|-----------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| | | | | | | | Qty. |
| | | | | | | | I.O. No. & date |

42. Standardised Note Sheets, etc.

| | | | | | | | |
|-----|---|--------|-----|-----------|--|---------|--|
| | 1) Routine Note Sheet Blocks (semi-bleached) (block of 100 sheets). | | | | | | |
| | 2) Azure Laid Note Sheet Block (for use by high officials). | F.067 | Nil | 6 Pads. | | 7.56 | |
| | 3) Note Sheet Blocks. | F.020A | Nil | 50 Blocks | | 44.50 | |
| 43. | Ink, Aniline violet for rubber stamp, 2 oz. a phial. | M.025 | Nil | 1 Doz. | | 2.84 | |
| 44. | Uninked pad for rubber stamp. | M.039 | Nil | 1 Doz. | | 6.09 | |
| 45. | Typewriter Ribbon for Remington No. 17 (Black). | K.036 | Nil | 6 No. | | 6.00 | |
| 46. | Typewriter Ribbon for Underwoods. (Black). | K.044 | Nil | 6 No. | | 6.00 | |
| 47. | Typewriter Accessories. | | | | | | |
| | 1. Brushes, Long handles. | K.002 | Nil | 2 No. | | 0.48 | |
| | 2. Brushes, Type-cleaning. | K.005 | Nil | 2 No. | | 0.65 | |
| | 3. Eraser large for T. W. | | | | | | |
| | 4. Oil for T. W. in 1 oz. phial. | K.018 | Nil | 6 No. | | 0.36 | |
| 48. | Duplicater Accessories. | | | | | | |
| | 1. Stylus pen for writing on stencil. | K.028 | Nil | 1 No. | | 0.44(p) | |
| | 2. Stylus plate, Foolscap. | K.029 | Nil | 1 No. | | 2.10 | |
| | 3. Ink pad for Duplicator. | K.016 | Nil | 2 No. | | 1.12 | |
| 49. | Stencils, F'cap for Gestner Rotery duplicator state make of duplicator. | K.027 | Nil | 10 Qrs. | | 70.10 | |
| 50. | Stencil ink for Gestner Rotary duplicator. | L.011 | Nil | 1 Doz. | | 27.12 | |

APPENDIX—IV

List of items discussed in the Conference of S. C. O. held between 24. 9. 1959 and 1. 10. 1959.

- I. Enumeration Schedule, Questionnaire and Instructions.
- II. Printing of Enumeration Schedules and Instructions.
- III. Location Code and Census Divisions.
- IV. Procurement and Preparation of Maps.
- V. House-numbering and Houselisting.
- VI. Rural Urban classifications.
- VII. Enumeration Staff set-up.
- VIII. Enumeration Procedure.
- IX. Period of Training and Training sample census.
- X. Publicity.
- XI. Provisional Totals.
- XII. Enumeration Expenditure.
- XIII. Recognition of services of Enumerators other than Payment of honorarium.
- XIV. Post enumeration Check.
- XV. Recasting of 1951-Census Tables for Reorganised States.
- XVI. Review of Draft Census Tables.
- XVII. Preliminary Arrangements for Tabulation.
- XVIII. Information to be collected for Districte Census Hand books.
- XIX. Socio-Economic Surveys of Selected Villages.

Name of District.....(Code No.)

Name of Island/Taluk/Tehsil/Thana/Anchal/Town.....(Code No.)

Name of Village/Ward/Mohalla/(Enumerator's Block).....(Code No.)

| Line No. | Building Number (Municipal or local authority or Census Number, if any) | Building Number (Column 2) with sub-numbers for each census house | Purpose for which census house used, e.g., dwelling, shop, shop-cum-dwelling, business, factory, workshop, school or other institution, jail, hostel, hotel, etc. | If this census house is used as an establishment, workshop or factory | | | |
|----------|---|---|---|---|---|--|--|
| | | | | Name of establishment or proprietor | Name of product (s), repair or servicing undertaken | Average No. of persons employed daily last week (including proprietor, or household members, if working) | Kind of fuel or power if machinery is used |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 0
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 0

Certified that the information is correct to the best of my knowledge.

Signature of

CENSUS OF INDIA 1961

APPENDIX V

HOUSELIST

| Description of census house | | Sub-number of each census household with census house number (Column 3) | Name the Head of Household | No. of rooms in census household | Does the household live in own or rented house? (a) Own(O) (b) Rented (R) | No. of persons residing in household on day of visit | | | Remarks |
|-----------------------------|------------------|---|----------------------------|----------------------------------|---|--|---------|-------|---------|
| Material of wall | Material of roof | | | | | Males | Females | Total | |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 |

Enumerator _____ Date _____

Total for page

X

APPENDIX-VI

CONFIDENTIAL

CENSUS OF INDIA 1961

(To be filled up during Enumeration)

PART I—HOUSEHOLD SCHEDULE

Is this an institution ?

LOCATION CODE : _____

Full Name of Head of Household _____

S. C.
S. T.

| A. Cultivation | Local name of right on land | | | | Area in acres |
|---|-----------------------------|-------------|---------------|---|---------------|
| 1. Land under cultivation by Household (i) owned or held from Government | _____ | | | | _____ |
| (ii) held from private persons or institutions for payment in money, kind or share | _____ | | | | _____ |
| (iii) Total of items (i) and (ii) | | | | | _____ |
| 2. Land given to private persons for cultivation for payment in money, kind or share | _____ | | | | _____ |
| B. Household Industry | Nature of Industry | | | Number of months in the year during which conducted | |
| Household industry (not on the scale of a registered factory) conducted by the Head of the household himself and/or mainly Members of the household at home or within the village in rural areas and only at home in urban areas. | _____ | | | | |
| (b) | | | | | |
| C. Workers at Cultivation or Household Industry | Members of family working | | | | Hired Workers |
| Members including Head of family working and hired workers, if any, kept whole-time during current or last working season. | Head | Other males | Other females | Total | |
| 1. Household Cultivation only | _____ | _____ | _____ | _____ | _____ |
| 2. Household Industry only | _____ | _____ | _____ | _____ | _____ |
| 3. Both in Household Cultivation & Household Industry | _____ | _____ | _____ | _____ | _____ |

Dated Signature of Supervisor _____

Dated Signature of Enumerator _____

Note Part II—Census Population Record overleaf should be filled up during the first round of enumeration (10 February to 28 February) from the enumeration slips relating to the household and brought up-to-date with corrections, if any, after the second visit during check period 1 March to 3 March, 1961.


APPENDIX--VII

CONFIDENTIAL


CENSUS 1961

Location Code _____

1 (a) Name _____

Relationship Age last
1 (b) to Head 2 birthday 

Marital Birth-
3 Status 4 (a) place _____


4 (b) Born R/U  4 (c) Duration of residence if born elsewhere 


5 (a) Nationality _____ 5 (b) Religion _____


S. C./ Literacy &
5 (c) S. T. 6 Education _____

Mother Any other
7 (a) tongue 7 (b) language(s) _____

Working as Working as
8 Cultivator 9 Agricultural labourer _____

Working at
10 Household industry { (a) Nature of work _____
(b) Nature of Household Industry _____ (c) If Employee 

Doing Work
11 Other than 8 9 or 10 { (a) Nature of work _____ (c) Class of Worker 
(b) Nature of Industry, Profession, Trade or Service _____
(c) Nature of Establishment _____

12 Activity if Not Working 

13-Sex

| <i>S. No.</i> | <i>Name of Colony</i> | <i>Drawing No.</i> | <i>No. of copies</i> | <i>Size</i> |
|---------------|--|--------------------|----------------------|--------------|
| 1. | Tilak Nagar. | T. P. 166/20 | Three | 3'-3"x2'-1" |
| 2. | Tihar Village Ext. | T. P. 430/5 | " | 4'-6"x1'-8" |
| 3. | Ramesh Nagar. | T. P. 411 | " | 4'-3"x3'-4" |
| 4. | Tihar Village Ext (E) | T. P. 395/4 | " | 2'-9"x1'-11" |
| 5. | Moti Nagar. | T. P. 477 | " | 1'-9"x1'-8" |
| 6. | Industrial Plots Najafgarh Road. | T. P. 479 | " | 2'-1"x1'-9" |
| 7. | Patel Nagar. | T. P. 61/24 | " | 3'-3"x2'-4" |
| 8. | Rajinder Nagar. | T. P. 62/7 | " | 3'-6"x2'-3" |
| 9. | " | T. P. 255/9 | " | 2'-0"x2'-0" |
| 10. | N. P. L. Residence. | T. P. 934/1 | Two | 6'-0"x3'-4" |
| 11. | Bharat Nagar. | T. P. 160/5 | Three | 3'-2"x2'-0" |
| 12. | Jungpura Ext. | T. P. 85/16 | " | 4'-6"x3'-4" |
| 13. | Qutab Road shops. | T. P. 240/A | " | 3'-10"x1'-0" |
| 14. | " | T. P. 240/C | " | 3'-3"x1'-2" |
| 15. | Mulka gunj. | T. P. 75/12 | " | 3'-9"x2'-7" |
| 16. | Gur ki Mandi. | T. P. 475 | " | 3'-0"x3'-0" |
| 17. | Vijay Nagar. | T. P. 154/4 | " | 3'-1"x3'-0" |
| 18. | " | T. P. 310/7 | " | 3'-0"x2'-2" |
| 19. | Shanti Nagar. | T. P. 370/2 | " | 3'-4"x4'-8" |
| 20. | Hudson lines kingsway. | T. P. 106/3 | " | 3'-9"x3'-1" |
| 21. | Reids Barracks. | T. P. 117/2 | " | 3'-5"x1'-10" |
| 22. | Kingsway Camp. | T. P. 109 | " | 4'-4"x3'-1" |
| 23. | Timar Pur. | T. P. 598/3 | " | 3'-8"x1'-9" |
| 24. | Gandhi Nagar. | T. P. 560/3 | " | 3'-6"x2'-2" |
| 25. | Institution Area. | T. P. 546/1 | " | 5'-6"x3'-7" |
| 26. | Senior Officer's accommodation near Hardinge Bridge. | T. P. 441/9 | " | 3'-4"x1'-1" |
| 27. | C-2 Type Cornwallis Road. | T. P. 486/6 | " | 3'-2"x3'-3" |
| 28. | Pandara Road. | T. P. 436 | " | 4'-2"x3'-4" |
| 29. | Kaka Nagar. | T. P. 369/8 | " | 3'-3"x2'-1" |
| 30. | Sunder Nagar. | T. P. 60/7 | " | 3'-3"x1'-7" |
| 31. | Man Nagar. | T. P. 528/5 | " | 3'-0"x1'-10" |
| 32. | Shan Nagar. | DPA/150 | " | 4'-1"x1'-8" |
| 33. | Golf Link Area. | T. P. 132/9 | " | 3'-10"x1'-8" |
| 34. | Nizamuddin Village. | T. P. 53/9 | " | 3'-3"x2'-10" |
| 35. | " | T. P. 77/12 | " | 2'-8"x3'-6" |
| 36. | Lajpat Nagar II | T. P. 151/12 | " | 3'-6"x2'-6" |
| 37. | " | T. P. 298/6 | " | 2'-2"x1'-6" |
| 38. | " | T. P. 290/5 | " | 1'-9"x1'-5" |

| <i>S. No.</i> | <i>Name of Colony</i> | <i>Drawing No.</i> | <i>No. of copies</i> | <i>Size</i> |
|---------------|---------------------------|--------------------|----------------------|---------------|
| 39. | Lajpat Nagar II | T. P. 321/17 | „ | 2'-6"x1'-8" |
| 40. | South of Housing Factory. | T. P. 808 | Three | 3'-6"x3'-2" |
| 41. | Sewa Nagar Ext. | T. P. 443 | „ | 3'-4"x1'-6" |
| 42. | Lodhi Colony. | A. 9670 | „ | 4'-0"x3'-3" |
| 43. | Jor Bagh, Nursery. | T. P. 83/12 | „ | 4'-6"x3'-1" |
| 44. | North of Medical Enclave. | T. P. 532/6 | „ | 3'-2"x3'-6" |
| 45. | „ „, Safdarjung Hospital. | T. P. 588/1 | „ | 2'-9"x2'-9" |
| 46. | East Vinay Nagar. | T. P. 946 | „ | 4'-3"x3'-6" |
| 47. | Gwalior Factory. | T.P. 583/5 | „ | 3'-3"x2'-3" |
| 48. | West Vinay Nagar. | T. P. 513/8 | „ | 4'-7"x3'-6" |
| 49. | Moti Bagh. | T. P. 512/5 | „ | 3'-6"x3'-7" |
| 50. | Chankya Puri. | T. P. 107/8 | „ | 3'-2"x4'-3" |
| 51. | Krishan Nagar. | T. P. 187/A | „ | 3'-4"x4'-0" |
| 52. | Kalka Ji (2 sheets). | T. P. 86/8 | „ | 4'-10"x5'-1" |
| 53. | Malviya Nagar. | T. P. 125/10 | „ | 2'-5"x2'-1" |
| 54. | D. I. X. Area. | T.P. 1045 | „ | 5'-0"x3'-3" |
| 55. | Minto Road Area. | A. 7001/7 | „ | 4'-10"x3'-2" |
| 56. | New Delhi Layout. | A. 14917 | „ | 3'-10"x2'-11" |
| 57. | Azad Market. | A. 11540 | „ | 6'-3"x1'-9" |
| 58. | Mahawat Khan Road. | A. 9662/1 | „ | 4'-0"x1'-8" |
| 59. | Meena Bagh. | A. 11410 (sheet 1) | „ | 3'-0"x2'-2" |
| 60. | „ | A. 11410 (sheet 2) | „ | 3'-1"x2'-0" |
| 61. | Gulabi Bagh. | T. P. 268/3 | „ | 1'-3"x1'-2" |
| 62. | South of Ring Road. | T. P. 571/7 | „ | 3'-6"x3'-0" |
| 63. | Diplomatic Enclave. | T. P. 579/6 | „ | 3'-2"x2'-0" |
| 64. | Pinjrapole Area. | T. P. 733/7 | „ | 2'-11"x1'-10" |

APPENDIX VIII

**Government of India
DELHI GAZETTE
Delhi Administration
Published by Authority**

No. 1) Delhi, Thursday, January 7, 1960 Pausa 17, 1881.

Part IV

Notification of Departments of the Delhi Administration other than notifications included in Part-I.
Delhi the 28th Dec. 1959.

No. F. 9/5/59-R&S. — In exercise of the powers conferred by the clause (a) of section 507 of the Delhi Municipal Corp. Act, 1957 (66 of 1957) the Corporation with the previous approval of the Central Government hereby declares that following localities mentioned in the Schedule given below, hitherto forming part of the rural areas, shall cease to be rural areas.

Schedule

Shahdara Zone.

| S. No. | Name of the revenue estate | Name of colony/village proposed to be included in the urban area. | Square No. | Khasra/killa Nos. covered by the Colony/village. |
|--------|----------------------------|---|------------|--|
| 1 | 2 | 3 | 4 | 5 |
| 1. | Khureju Khas | R&R Colony | 8 | 21, 23/2, 23/1, 22/1, 24, 16, 17, 25, |
| | | | 9 | 18, 21/3, 19, 12/3, 12/2, 23/1, 23/2, 23/3, 23/4, 13/1, 12/1, 13/2, 20, 21/1, 21/2, 22, 26. |
| | | | 20 | 2, 3, 29, 17, 18, 19/1, 28, 10, 1, 8/2, 11, 12, 13, 27, 30, 9, 16, 21, 24, 25, 26, 19/2, 7/1, 19/4, 19/3, 20/1, 20/2, 4/1, 7/2, 8/1, 20/3, 22, 23, 14/1, 14/2, 16/2, |
| | | | 21 | 25, 7/2, 14/1, 21/1, 22, 2, 3, 4, 8/1, 7/1, 23/3, 17, 23/1, 4/1, 20/1, 18, 19, 11/3, 10/2, 11/1, 11/2, 12, 13, 5, 15, 1/2, 8/2, 9, 10/1, 4/1, 14/2, 16/1, 24/2, 24/3, 23/2, 1/1, 6/2, 6/2, 26. |

| 1 | 2 | 3 | 4 | 5 |
|-----|--------------|---------------|---|--|
| | Khureji Khas | R&R Colony | | 5/1. 5, 6, 9/2, 12/1, 14/1, 15, 16, 24/2, 25, 12/2, 1/1, 2, 9/1, 3, 4, 7, 8, 14/2, 26, 12/2, 13, 19/1, 22/1, 14/3, 18, 23/1, 17, 24/1. 27, 12, 13, 14, 15, 16, 17, 18, 19, 6, 7, 8, 5, 26, 4/2, 9, 21, 22, 23, 24/1, 28, 30, 1, 2, 3, 10, 11, 12/3, 20, 4/1, 4/2. 38 2/1, 26. 39 5/1. 1 1/1, 1/2, 1/3. 4 38, 39. 5 11/1, 11/2, 11/3, 12/1, 12/2, 12/3, 29/1, 19/2, 30, 31, 34/2, 39/1, 6 6/1, 15, 2 27, 28/1, 28/2, 29, 30, 31, 32, 33, 34, 3 28. 3 29, 30. 4 28, 29, 30, 31, 32, 33. 12 21, 22, 23, 24, 26, 27/1, 27/2, 31. 17 1, 2, 9, 10, 18 7/1, 6, 4 21, 23, 5 25. 10 5, 6, 15, 16, 17/1, 17/2. 12 11/1, 1/2, 2, 3, 8, 9, 10, 11, 12, 13, 18, 19, 20, 5 33, 35, 36, 37. 10 9/2, 10/1, 11/1, 15/2, 10 10/2, 3/10, 10/4, 11/2. 10 18, 10 19. 10 24. 12 7, 14, 17. 18 9, 10, 11/1, 11/2, 12, 13, 17, 18, 23, 24, 27, 28, 29, 19 14, 10/1, 10/2, 28, 29, 30, 26 14, 15, 16, 17, 19 11, 12, 13, 18, 19. |
| 2. | Khureji Khas | Ram Nagar | | |
| 3. | Khureji Khas | Radhey Puri | | |
| 4. | -Do- | Anarkali | | |
| 5. | -Do- | New Layallpur | | |
| 6. | -Do- | Gopal Park | | |
| 7. | -Do- | Hazara Park | | |
| 8. | -Do- | Golden Park | | |
| 9. | -Do- | Chander Nagar | | |
| 10. | -Do- | Silver Park | | |
| 11. | -Do- | Chawla Park | | |
| 12. | -Do- | Chander Park | | |
| 13. | -Do- | Gobind Pura | | |
| 14. | -Do- | Brij Puri | | |
| 15. | -Do- | Rashid Market | | |

| 1 | 2 | 3 | 4 | 5 |
|-----|--------------|-------------------------------|----|--|
| 16. | Khureji Khas | Jhilmilla Taharpur colony. | | M 315/54, |
| 17. | -Do- | Bhagat Puri | 3 | 26. |
| 18. | -Do- | Aram Park | 4 | 24. |
| 19. | -Do- | Gian Park | 5 | 18, 19, 20, |
| 20. | -Do- | Sat Ram Park | 6 | 6/2, 7, 8/1, 8/2. |
| 21. | -Do- | Anand Park | 13 | 3, 5/2, 6/2, 6/3, 6/4, 7, 14, 15/2. |
| 22. | -Do- | Jagat puri | 13 | 5/1, 6/1, 16, 15/1, 25, |
| | | | 14 | 10, 11, 19, 20, 21, 22, |
| | | | 31 | 11/1, 12, 13, 18, 19, 20/1, 20/2, |
| | | Ganesh Park | 19 | 10, |
| 23. | -Do- | | 6 | 25/8 |
| | | | 9 | 4, 5/1, 5/2, 5/3, 5/4, 6/1, 6/2, 6/3, 6/3, |
| | | | | 6/4, 15/1, 15/2, 15/3, |
| | | | | 15/4, 15/5, 15/6, 27, 28, 29, 30. |
| | | | 10 | 1/1, 1/2, 1/3, 1/4, 5, 6, 11/3, 17, 20, |
| | | | | 22, 23/2, 27, 28. |
| | | | 11 | 1, 2/2, 7, 9/1, 9/2, 15, 13/1, 4, 27, 28. |
| | | | 19 | 20, 31, 21/1, 21/2. |
| | | | 24 | 21/1, 22/2, 23/2. |
| | | | 27 | 3, 4, 8/1, 8/2, 13/1, 13/2, 14, 27, 28 to |
| | | | | 70. |
| 24. | -Do- | Chand Park | 37 | 6/2, 6/3, 11/1, 10/2. |
| | | VILLAGES | | |
| 25. | Karkar Duman | Karkar Duman | | 624. |
| 26. | Khureji Khas | Khureji Khas | | 66, 29. |
| 27. | Ghowdli | Ghowdli | | 628, 479, 629/479, 630/479, 633/479, |
| | | | | 632/479, 637/479, 639/479, 638/479, |
| | | | | 631/479, 635/479, 634/479, 636/479. |
| 28. | Sitampur | Sitampur | | 300, 301, 305, |
| | | CITY ZONE | | |
| 1. | Bela Estate | Dairy Kishan chand wala gaon. | | 121 |
| | | CIVIL LINES ZONE | | |
| | | Indra Nagar | | 255/33 and 256/34. |
| | | Majlis Park | | 8 to 24, 26, 27, and 204/41. |

| 1 | 2 | 3 | 4 | 5 |
|-----|----------------------------|--|---|---|
| 2. | Azad Pur | Adarsh Nagar | | 35 to 38, and 3. |
| 3. | Dhir Pur | Kewal Park Rameshwar Nagar Reshab Nagri & Mohan Park | | 5, 6, 11, 13 to 21, 23 to 28. 58 to 62. |
| 4. | Wazir Pur | Nirankari colony, Sawan Park, Harijan Co-op. Home Building Society. Satyawati Harijan colony. | | 17 to 24, both inclusive. 371 to 382, 512/357. 645, 646, 612, 687. 619, 620, 677, 671, 675, 661, 660, 674, 680, 689, 690. 86, 88, 89, 92, 93, 94, 95, 96, 97, 98, 99, 101, 102 to 106. 157 to 167, both inclusive. 264, 272, 273, 290 & 291. M. 534, 257 to 261, 243, 139, 140, 142. M. 534, 255, 256, 252, 253, 254, 250, 251, 245, 244, 241 & 235. 238, 242, 240, 234, 235, 236, 234, 231, 230, 271. |
| 5. | Sadhora Kalan | Bharat Nagar. Indra Lok. Ganesh Pura. Shanti Nagar | | 215 to 217, 211, 212, 199 to 203. 52/26, 27, 28, 29, 30 to 32, 18 to 20, 22, 23, 10, 14, 15. Block No. 40, 1 to 25, Block No. 29, 21 to 25, Block No. 30, 20 to 21, 42, 41/3 to 8 and 41/17 Block No. 39, 11 12, 14, 15 & 20. 93. |
| 6. | Chowkri Mubrikabad | Onkar Nagar | | 130. |
| 7. | Chowkri Mubarikabad | | | WEST ZONE 5/, 21/1, 21/2, 6/1, 8, 23, 24, 25/1, 25/2, 25/3, 13/1, 3, 4, 5, 6, 7/1, 7/2, 8, 13 to 18, 23, 24, 25. 14/1, 10, 11/1, 11/2, 12, 19, 20, 21, 22, 23 15/1, 2, 3, 8/1, 8/2, 8/3, 9, 10, 11, 12, 13, 18 to 22. 16/1, 3, 4, 5, 6, 7, 8, 13, 14, 15, 16, 17, 18 M. 23 M, 24, 25. 24/1, 23/4M, 5, 6M, 15. |
| 8. | Pitampura | Lekhu Pura Ram Pura | | |
| 9. | Shakurpur | Sri Nagar Raja Park. | | |
| 10. | VILLAGES Azadpur | Azadpur | | |
| 11. | Shakurpur | Shakurpur | | |
| 1. | Keshopur | Sahibpura. Gurunank Nagar. | | |

| 1 | 2 | 3 | 4 | 5 |
|----|---------------------------------------|--|---|---|
| 2. | Jwala Heri | New Multan Nagar | | 2/11, 12, 18, 19/1, 19/2, 20/1, 20/2, 21, 22, 23, 24. 3/, 9, 10, 11, 12, 19, 20, 21, 22. 4/, 1/2, 2, 3, 4, 5, 6, 7, 8, 9, 10/1, 11/2, 12, 13, 14, 15. 17/1, 17/2, 18, 19, 20/1, 25, 8/5, 6, 15. 9/1, 2, 9, 10, 11, 12, 19/1, 20/1. 74/18, 19, 20, 21, 75/16, 17, 18, 19, 20, 21/1, 22, 23, 24, 25. 80/2, 3 to 25. 83/15, 16, 17, 24, 25. 86/1, 87/1, 2 to 15, 17 to 23 & 24. 88/4, 5, 6, 7, 14, 15, 16, 17, 24, 25. 91/4, 5, 6, 7. 92/1, 2, 3, 9, 10. 81 to 118. |
| 3. | Hastshal | Uttam Nagar | | |
| 4. | Shakurpur Basai Darapur Madipur | Refugee Co-op Housing Society colony. —do— —do— | | All Khas Nos. from 2613/1 to 205 and 17131 to 1814. 1338, 1340, 1342, 1343, 144, 1348, 1610/1423/1344, 1609/1423/1344, 1422/ 1344, 1339, 1647/565, 602, 1326, 1323, 1341, 1315, 1321, 1327, 593, 1658/594, 1659/594, 1332, 1333, 1353/1334, 1352/ 1334, 624, 611, 612, 601, 1611/613, 1612/613, 560, 1580/603, 1581/603, 607, 615, 616, 619, 620, 559, 561, 562, 563, 1583/609, 1582/609, 599, 610, 564, 604, 605, 6, 6, 597, 1305, 1309, 1316, 1302, 1312, 1, 18, 132, 1304, 1306, 1307, 1317, 1303, 1311, 1310, 591, 596, 1548/592, 1549/592, 586, 1632/595, 1633/595, 1601/628, 516, 582, 585, 534, 583, 621, 622, 600, 1417/579, 533, 540, 1301, 1308, 1314, 1349, 1361, 1369, 1374, 1353, 1373, 1337, 1247, 1345, 1325, 1322, 1324, 1319, 598, 1371, 1372, 1251, 1352, 1358, 1363, 1367, 1359, 1370, 1, 54, 1355, 1356, 1364, 1367, 1366, 1362, 1365, 608, 1335, 1336, 1328, 1329, 1330, 583, 584. |

| 1 | 2 | 3 | 4 | 5 |
|-----|--------------------------|----------------------|---|---|
| 5. | Madipur | Shivaji Park- | | 534 to 539, 1657/541, 542, 543, 544, 546 to 564, 1547/555. |
| 6. | Khiala | Sham Nagar. | | 1546/565, 566, to 581, 587 to 589. 19/6, 7, 8, 9/1, 12, 13, 4/1, 14/2, 14/3 15/1, 15/2, 16, 17, 18, 19, 22, 23/1, 23/2, 24, 25. |
| 7. | --do-- | Vishnu Garden | | 30/1, 2, 8/2, 9, 10, 11, 12, 13, 17/3, 18, 19/1, 19/2, 20, 21, 22/1, 22/2, 22/3, 23, 24/1, 24/2, 31/3, 4, 5, 6/1, 6/2, 7/1, 7/2, 8, 13/1, 13/2, 14/1, 14/2, 15/2, 15/1, 15/3, 16, 17/1, 17/2, 18, 19, 20/1, 20/2, 21 to 25. |
| 8. | --do-- | Vishnu Nagar | | 32/1, 12, to 25. |
| 9. | --do-- | Chand Nagar | | 34/2, 3, 4, 5, 6, 7, 8, 14, 15, 35/1, 2, 3/1, 3/2, 4/1, 4/2, 5, 6, 7, 8/1, 8/2, 9, 10, 11, 12, 13, 14, 15/1, 15/2, 16, 17, 18, 19, 20, 23, 24, 25/1, 25/2, 26. 36/4, 5, 37/1, 2/1, 2/2, 2/3, 2/4, 3/1, 3/2, 4, 5/1, 5/2, 6/1, 6/2, 7, 8/1, 8/2, 9, 9/2, 15/1, 15/2, 38/1/1, 1/2, 2/1, 2/2, 3/1, 3/2, 3/3, 4, 6/2, 7, 8/1, 8/2, 9, 10 11, 12, 13/1, 13/2, 14/1, 14/2, 15, 16, 17/1, 17/2, 17/3, 18/1, 18/2, 19, 20, 21 22/1, 22/2, 22/3, 23, 24/1, 24/2, 25/1, 25/2, 25/3, 26. 252, 253, 3285/254, 3286/254, 3288/255, 3289/255, 3290/255. 232, 233. |
| 10. | Basaidarapur | Ashok Park | | |
| 11. | --do-- | Ashok Park Extension | | |
| 12. | Salempur Mazra (Madipur) | Mahadev Park | | |
| 13. | --do-- | Rishi Nagar | | |
| 14. | --do-- | Rani Bagh | | |
| 15. | --do-- | Shakur Basti | | 100, 107, 289, 290, 295M, 296, 619/303, 304, 542/305. 543/305, 306, 534/307, 535/307, 308 to 314, 524/315. 525/315, 316 to 320, 613/321, 612/321, 322 to 330. 548/331, 529/333, 531/334, 544/335, 336 to 339, 535/341, 537/347, 348, 349, 538/350, 539/350, 540/351. |

| 1 | 2 | 3 | 4 | 5 |
|-----|--------------------------|----------------------|---|---|
| 16. | Salempur Mazra (Madipur) | Railway Colony | | 542/352, 504/353, 354 to 367 633/638, 643/368, 642/3 8, 369 to 374, 646/375, 647/375, 376 to 389, 545/390, 391 to 395, 546/396, 547/396 397, 548/404, 540/404, 551/405, 552/406, 407, 413, 554/414, 430, 560/431, 432, 435, 564/436, 563/436. 565/437, 438, 439, 440, 566/441, 567/441, 442, 568/443, 446, 448, 580/464, 447, 571/464, 574/465, 573/465, 466, 604/591, 569/442. |
| 17. | Madipur | C.O.D. Shakur Basti, | | 20 to 28, 1428/29, 1428/30, 1427/32, 33, 1426/34, 1424/35, 1425/36, 1429/71, 72, 76, 77, 78, 79, 81 to 89, 95, 1430/93, 1437/149, 1438/51, 152, 1436/153, 154, 155, 156, 1435/157, 1434/159, 160 to 219, 221, 1566/263, 1567/264, 1668/265, 1569/266, 268, 269, 270, 271/1, 272, 273, 179 to 287 1570/288, 1571/289, 1573/290, 1574/291, 1575/292, to 299, 1576/300, 301, 1577/302, 1578/303. 81/1, 82/1, 83/1, 545/490 391, 392, 393, 394, 395, 547/396, 551/405, 552/406, 555/414/1, 557/415/1, 559/416, 417/2 414/1. 515/1, 516, 517/1, 518/1, 520/1, 525/1, 526, 527, 528 889/529, 530, 531, 532, 533/1 543/1, 544/1, 545, 546/1, 547 to 550, 890/554, 555, 556, 892/551, 893/561, 894/464, 895/565, 896/567, 568, 569, 879/570, 898/571, 899/573, 901/572, 574 to 576, 577/1, 578/1, 579/1, 580/1, 613/1, 614, 615/1, 617/1, 618/1, 803/1, 804/1, 806/1, 840/1, 831/1. |
| | Salumpur Mazra (Madipur) | —do— | | |
| | Mangolpur | —do— | | |

P. R. Nayak,
Commissioner,
Delhi Municipal Corporat on,
DELHI.

APPENDIX IX
BUDGET ESTIMATES FOR 1959-60, 1960-61 and 1961-62. **DELHI**

| Head of Account | Description | BUDGET ESTIMATES | | | | ACTUAL EXPENDITURE | |
|---|---|------------------|------------------|------------------|-----------------|--------------------|--|
| | | 1959-60 | 1960-61 | 1961-62 | 1959-60 | 1960-61 | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | |
| A-SUPERINTENDENCE: | | | | | | | |
| | A-1. Pay of Officers. | 3600.00 | 9150.00 | 9500.00 | 3576.87 | 9124.90 | |
| | A-2. Pay of Establishment. | 4000.00 | 22800.00 | 35700.00 | 3986.04 | 22780.04 | |
| | A-3. Allowances etc. | 3750.00 | 15600.00 | 12800.00 | 3735.63 | 15629.31 | |
| | A-4. Other Charges. | 8800.00 | 15150.00 | 3500.00 | 4691.90 | 15231.93 | |
| | TOTAL A-SUPERINTENDENCE: | 20150.00 | 62700.00 | 61500.00 | 15991.44 | 62765.28 | |
| B-ENUMERATION: | | | | | | | |
| | B-1. Pay of Establishment. | ... | 7200.00 | 2400.00 | ... | 7219.11 | |
| | B-2. Allowances etc. | ... | 2700.00 | 700.00 | ... | 2684.37 | |
| | B-3. Honorarium to Enumeration Staff. | ... | 46400.00 | 52000.00 | ... | 45610.00 | |
| | B-4. Other Charges. | ... | 6850.00 | ... | ... | 6747.44 | |
| | TOTAL B-ENUMERATION: | ... | 63150.00 | 55100.03 | ... | 62250.92 | |
| C-ABSTRACTION AND C-1. Pay of Officers. COMPILATION: | | | | | | | |
| | C-2. Pay of Establishment. | ... | 4000.00 | 254200.00 | ... | 4002.10 | |
| | C-3. Allowances etc. | ... | 350.00 | 6400.00 | ... | 377.56 | |
| | C-4. Other Charges. | ... | 7000.00 | 10000.00 | ... | 6557.21 | |
| | TOTAL C-ABST. & COMPLIATION: | ... | 11350.00 | 276600.00 | ... | 10936.87 | |
| D-PRINTING & STATIONERY: | | | | | | | |
| | GRAND TOTAL: | 500.00 | 2400.00 | 10000.00 | 304.33 | 2386.83 | |
| | GRAND TOTAL: | 20650.00 | 139600.00 | 403200.00 | 16294.77 | 138339.90 | |

APPENDIX X**RULES FOR THE CLASSIFICATION AND RECORD OF RECEIPTS AND EXPENDITURE IN CONNECTION WITH THE CENSUS TO BE HELD UNDER THE INDIAN CENSUS ACT, 1948.**

1. All census charges should be recorded under the major head "47-Miscellaneous Departments-Statistics-Census." The detailed classification in the accounts should follow the heads adopted in the Central Demands for Grants.

2. Only expenditure authorised by the Provincial Superintendent should be billed for as a central charge.

3. Pay and allowances of whole-time officers and any remuneration authorised to others for census work should be drawn on separate bills and charged direct to the Census grant under "47-Miscellaneous Departments-Census-Central."

4. Travelling allowance authorised by the Provincial Superintendent for debit to census operations should be drawn on separate bills and taken to the census grant under "47-Miscellaneous Departments-Census."

5. Postage and telegraph charges on census business should be drawn on separate bills and debited against the Census Grant.

6. Receipts and recoveries of expenditure in connection with the Census operations, such as sums recovered from Indian States and Municipalities, sale-proceeds for paper and realisations from the sale of articles bought for Census purposes, should be credited as receipts under the minor head "Census" to be opened under the major head "XXXVI-Miscellaneous Departments- Statistics."

7. When charges for Stationery and Printing are incurred they should be treated as census expenditure and should not be taken to "56-Stationery and Printing."

8. Authorised charges debitable to census should never be presented in bills containing charges debitable to other accounts.

9. All bills for contingent expenditure on census work must be countersigned by the Provincial Superintendent.

10. The heads in the Central Demands for Grants will be as follows :—

A - SUPERINTENDENCE.

A1-Pay of Officers

A2-Pay of Establishments.

A3-Allowances, Honoraria, etc.

A4-Grants-in-aid, Contribution etc.

A5-Other Charges.

B - ENUMERATION.

B1-Pay of Establishments.

B2-Allowances, Honoraria, etc.

B3-Other Charges.

C - ABSTRACTION AND COMPILATION CHARGES

C1-Pay of Establishments.

C2-Allowances, Honoraria, etc.

C3-Other charges.

D - MISCELLANEOUS STAFF**E - PRINTING AND STATIONERY**

APPENDIX-XI

DELHI ADMINISTRATION: DELHI

NOTIFICATION:Dated March, 1960.
Pghn, 1881.

No.F.25/3/60-LSG :—

In pursuance of the provisions of sub-section (1) of section 8 of the Census Act, 1948, (37 of 1948), the Chief Commissioner, Delhi, is pleased to publish in Annexures I and II, the questions which the Census Officers are directed to ask of all persons within the limits of their respective jurisdiction in the Union Territory of Delhi, in connection with the houselisting and actual enumeration operations respectively to be conducted during the years 1960 and 1961.

By order :

(M.L. BHARGAVA)

OFFICER ON SPECIAL DUTY (LOCAL SELF
GOVT.) DELHI ADMINISTRATION: DELHI

Dated 18th March, 1960

No.F.25(3)/60 LSG.

1. Copy forwarded (in duplicate) to the Recruitment & Services Department, Delhi Administration, Delhi, with the request that the notification may be published in the Delhi Administration Gazette before the 1st April, 1960.
2. Shri Baldev Raj, Superintendent of Census Operations Tis Hazari Court Buildings, Delhi.

Sd/-

(M.L. Bhargava)

OFFICER ON SPECIAL DUTY (LOCAL SELF
GOVT:) DELHI ADMINISTRATION: DELHI.

ANNEXURE I

QUESTIONNAIRE TO BE ASKED AT THE TIME OF ENUMERATION.

- | | |
|--|--|
| Q. 1. a) Name | Q. 8. Cultivator |
| b) Relationship to Head. | Q. 9. Working as Agricultural labourer. |
| Q. 2. Age, last birthday. | Q. 10. Working at House-hold Industry. |
| Q. 3. Marital status. | a) Name of work. |
| Q. 4. a) Birth Place | b) Nature of house-hold industry. |
| b) Whether born in village or town. | c) if employee. |
| c) Duration of residence, if born elsewhere. | Q. 11. Doing work other than 8,9 or 10. |
| Q. 5. a) Nationality. | a) Nature of work. |
| b) Religion. | b) Nature of Industry, profession, trade or service. |
| c) Scheduled Castes & Scheduled Tribes. | c) Class of work. |
| Q. 6. Literacy & Education. | d) Name of establishment. |
| Q. 7. a) Mother tongue. | Q. 12. Activity if not working. |
| Q. 8. b) Any other language (s) | Q. 13. Sex. |

ANNEXURE II :

QUESTIONNAIRE TO BE ASKED AT THE
TIME OF HOUSELISTING:

- Q. 1. Building No. (Municipal or local authority or census number, if any).
- Q. 2. Building No. with sub-numbers for each census house.
- Q. 3. Purpose for which census house used.
- Q. 4. Name of establishment or proprietor.
- If the census house is used as an establishment, workshop factory. | Q. 5. Name of products repair or service undertaken.
- | Q. 6. Average number of persons employed daily last week.
- | Q. 7. Kind of fuel or power if machinery is used.
- Description of census house. | Q. 8. Material of wall.
- | Q. 9. Material of roof.
- | Q. 10. Sub-number of each census house-hold with census House No.
- | Q. 11. Name of Head of House-hold.
- | Q. 12. Number of rooms in Census House-hold.
- | Q. 13. Does the house-hold live in own or rented house.
- | Q. 14. Number of persons residing in Census House-hold on day of visit.
- | a) Male.
- | d) Female.
- | c) Total.

CENSUS CALENDAR**SCHEDULE OF OPERATIONS FOR HOUSE-NUMBERING
HOUSE-LISTING AND ENUMERATION.**

| | | | |
|-----|--|------|--------------------------------------|
| 1. | Appointment of Census Officers | by | 29.2.60 |
| 2. | Demarcation of Census Charges, Circles and Blocks. | ,, | 31.3.60 |
| 3. | Appointment of Charge Officers, Supervisors and enumerators. | ,, | 31.3.60 |
| 4. | Check of census Circles etc. by Supdt. of Census Operations and Census Officers. | ,, | 4.4.60 |
| 5. | Training of Charge Supdts., Supervisors and enumerators including sample numbering and house-listing. | From | 1.4.60 to 19.4.60 |
| 6. | Reports of practical training along with sample lists from Charge Officers to the Census Officers. | by | 19.4.60 |
| 7. | Distribution of Houselist and Household abstract forms. | from | 5.4.60 to 19.4.60 |
| 8. | Commencement of house-numbering and house-listing. | by | 20.4.60 |
| 9. | Completion of house-numbering and house-listing operations. | ,, | 30.6.60 |
| 10. | Return of Circle extracts and handing over of the houselists by the Supervisors to Charge Superintendents. | ,, | 15.7.60 |
| 11. | Return of charge extracts & house-lists by the Charge Supdts.(.) to Census Officers. | ,, | 31.7.60 |
| 12. | Return of the houselists by Census Officers to Supdt. of Census Operations with a covering report. | ,, | 14.8.60 |
| 13. | Delimitation of charges, circles and blocks on census maps. | ,, | 30.9.60 |
| 14. | Revision of Houselists & house-numbering and Household abstracts. | ,, | 30.10.60 |
| 15. | Appointment of enumerators for enumeration of houseless persons. | ,, | 31.10.60 |
| 16. | Training for enumeration with sample census of Census Officers & Charge Supdts., Circle Supervisors and enumerators. | | |
| 17. | Distribution of enumeration Pads to enumerators. | | |
| 18. | Enumeration. | | |
| 19. | Check round. | | |
| 20. | Enumeration of House-less persons. | | on the night of 28.2.61 to 2.3.61 |

APPENDIX XIII

(Form of Register at the time of Houselisting)

Name of the Census Tract.....Charge No.....

Name of Census Officer.....

Name of the Charge Officer.....

| No. of the Census Circle | S. No. of Census Block | Extent of Census Block | Code No. | Name & Designation and Address of the Enumerators | Name & Designation and Address of the Supervisors | Remarks |
|--------------------------|------------------------|------------------------|----------|---|---|---------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | | | | | | |

APPENDIX XIV

(Form of register of extent used at the time of enumeration)

Name of the Census Tract..... Charge No.

| No. of Census Circle | S. No. of Census Block | Extent of Census Block | Code No. |
|-------------------------|---------------------------|---------------------------|----------|
|-------------------------|---------------------------|---------------------------|----------|

No. of Building, Census House and Household is to be given by the Enumerators.

APPENDIX XV**MUNICIPAL CORPORATION OF DELHI**

No. 163/CE.S.

DATED 29th December, 1960.

Shri Baldev Raj, P.C.S. Superintendent of Census Operations, Delhi, met Shri R.R. Bahl, ICS, Commissioner, Mpl. Corporation of Delhi on 29.12.1960 and complained about the lack of cooperation from the officers and staff of the Corporation in the work connected with the forthcoming census. He stated that letters issued to staff appointing them as enumerators or supervisors etc. are not accepted by them and quite a large number of persons are in the habit of refusing to accept official letters. Sometimes the staff agree to accept the letters but their immediate officers advise them not to accept the letters, because they think that their official work will suffer. This is most inappropriate. The census work is being organized in such a manner that the official work of the Corporation shall not suffer. The Commissioner has asked me to bring this to the notice of all the heads of departments and to all the officers of the Corporation with the suggestion that maximum possible cooperation should be rendered to the Census Organization and the staff working under each head of department and under each officer should be encouraged and helped to give their best to the Census Organisation.

Another complaint was that persons do not attend the training classes. This is likely to result in a loss of efficiency at the time of the actual census. All persons who have been deputed as enumerators or supervisors in the census must make it a point to attend the training classes which they are asked to attend.

Another point which was raised was that some of the Charge Officers who are gazetted officers, are not taking sufficient interest in the census work, particularly in the matter of training their enumerators and supervisors. I would request all the Charge Officers kindly to regard the census work as their foremost duty and give their best to the Census Organization. It is a national task and we must render maximum possible cooperation in the proficient and timely fulfilment of this task.

The Commissioner has asked me to inform all heads of departments, all officers and all employees of the Corporation that any further complaint received from the Superintendent of Census Operations, Delhi, against any particular individual shall be taken seriously and shall be regarded as an act of indiscipline.

Sd/- (N.L. RAO)

I.A.S.,

DEPUTY COMMISSIONER (E)

APPENDIX XVI**CENSUS OF INDIA 1961****LETTER OF APPOINTMENT OF CHARGE SUPERINTENDENT**

Indian Census Act (XXXVII of 1948),
Section 4 (3)

To

Sir,

Under the powers conferred upon me by sub-section 4 of section 4 and section 7 of the Indian Census Act 1948, I hereby appoint you as Charge Superintendent of Charge No....., in Census Tract.....

Your duties will include assisting the Census Officer in house-numbering, house-listing and taking of census in all respects. You will be the principal channel of communication between the Census Officer and the Supervisors and enumerators charged with the taking of Census within the jurisdiction of your charge. You will be guided by the official instructions issued from time to time. The success of the Census, the second of its kind in republican India will, to a large extent, depend upon your diligence and punctuality. I confidently rely upon your co-operation and public spirit.

By appointment as Charge Superintendent, you shall be deemed a public servant within the meaning of the Indian Penal Code. Your attention is drawn to section 11 of the Indian Census Act which is reproduced on the reverse. Shri is your Census Officer.

Dated the /1960

**CENSUS OFFICER
FOR UNION TERRITORY OF
DELHI.**

NOTE :—*Extent of your Charge is enclosed.

CENSUS OF INDIA 1961

Section 11 of Census Act (XXXVII) of 1948

PENALTIES :—

(1) (a) any census officer or any person lawfully required to give assistance towards the taking of a census who refuses or neglects to use reasonable diligence in performing any duty imposed upon him or in obeying any order issued to him in accordance with this Act or any rule made thereunder, or any person who hinders or obstructs another person in performing any such duty or in obeying any such order, or

(b) any census officer who intentionally puts any offensive or improper question or knowingly makes any false return or, without the previous sanction of the Central Govt. 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 documents or deals with any census document in a manner likely to falsify or impair the tabulation of census results, or

(d) any person who intentionally gives a false answer to, or refuses to answer to the best of his knowledge or belief, any question asked of him by a census officer which he is legally bound by section 8 to answer, or

(e) any person occupying any house, enclosure, vessel or other place who refuses to allow a census officer such reasonable access thereto as he is required by section 9 to allow, or

(f) any person, who, removes, obliterates, alters, or damages any letters, marks or numbers which have been painted or affixed for the 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 a case of a conviction under part (b) or (c) shall also be punishable with imprisonment which may extend to six months.

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

CENSUS OF INDIA 1961

LETTER OF APPOINTMENT OF SUPERVISORS.

Indian Census Act (XXXVII of 1948), Section 4 (3)

To

In exercise of the powers conferred upon me by sub-section 4 of section 4 and section 7 of the Indian Census Act, 1948, I hereby appoint you as Supervisor of Circle No. _____ of charge No. _____ in census tract No. _____

Your first duty will be to assist your Charge Superintendent and Census Officer in the taking of census in all its aspects. You will be required to train and supervise the enumerators in your circle and to test their work. You will have special functions to perform during the census period and will be guided by the instructions received from your Charge Superintendent and Census Officer.

Under Section 5 of the Indian Census Act 1948 you are deemed, by virtue of this appointment, a public servant within the meaning of the Indian Penal Code. Your attention is also drawn to section 11 of the Act which is reproduced on the reverse.

Date day of 1960.

CENSUS OFFICER

CENSUS OF INDIA 1961

Section 11 of Census Act (XXXVII) of 1948

PENALTIES :—

(1) (a) any census officer or any person lawfully required to give assistance towards the taking of a census who refuses or neglects to use reasonable diligence in performing any duty imposed upon him or in obeying any order issued to him in accordance with this Act or any rule made thereunder, or any person who hinders or obstructs another person in performing any such duty or in obeying any such order, or

(b) any census officer who intentionally puts any offensive or improper question or knowingly makes any false return or, without the previous sanction of the Central Govt. 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, secrets, damages or destroys any census documents or deals with any census document in a manner likely to falsify or impair the tabulation of census results, or

(d) any person who intentionally gives a false answer to, or refuses to answer to the best of his knowledge or belief, any question asked of him by a census officer which he is legally bound by section 8 to answer, or

(e) any person occupying any house, enclosure, vessel or other place who refuses to allow a census officer such reasonable access thereto as he is required by section 9 to allow, or

(f) any person, who, removes, obliterates, alters, or damages any letters, marks or numbers which have been painted or affixed for the 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 a case of a conviction under part (b) or (c) shall also be punishable with imprisonment which may extend to six months.

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

CENSUS OF INDIA 1961

LETTER OF APPOINTMENT OF ENUMERATORS

Indian Census Act (XXXVII of 1948), Section 4 (3)

To

You have been appointed enumerator of Block No. _____ of
 Circle No. _____ of Charge No. _____ in Census
 Tract _____

2. Under section 5 of the Indian Census Act (XXXVII of 1948) you are deemed by virtue of this appointment to be a public servant within the meaning of the Indian Penal Code. Your attention is drawn to section 11 of the said Act which is reproduced on the reverse.

Date day of 1960

CENSUS OFFICER

INSTRUCTIONS

Shri _____ is the Supervisor of your block and Shri _____ is the Charge Superintendent. You should see them without delay and take their instructions. Throughout the period of training and enumeration you should carry out the instructions of your Supervisor and higher Census authorities. You are charged with the responsibility of numbering all houses and households in your block, preparing the houselists and completing all aspects of enumeration. Census enumeration will commence on 10-2-1961 and end on 1-3-61. Thereafter you will have to undertake a revisional round of all houses and households in your block up to the night of 3rd March 1961.

CENSUS OF INDIA 1961

Section 11 of Census Act (XXXVII) of 1948

PENALTIES :—

(1) (a) any census officer or any person lawfully required to give assistance towards the taking of a census who refuses or neglects to use reasonable diligence in performing any duty imposed upon him or in obeying any order issued to him in accordance with this Act or any rule made thereunder, or any person who hinders or obstructs another person in performing any such duty or in obeying any such order, or

(b) any census officer who intentionally puts any offensive or improper question or knowingly makes any false return or, without the previous sanction of the Central Govt. 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 documents or deals with any census document in a manner likely to falsify or impair the tabulation of census results, or

(d) any person who intentionally gives a false answer to, or refuses to answer to the best of his knowledge or belief, any question asked of him by a census officer which he is legally bound by section 8 to answer, or

(e) any person occupying any house, enclosure, vessel or other place who refuses to allow a census officer such reasonable access thereto as he is required by section 9 to allow, or

(f) any person, who, removes, obliterates, alters, or damages any letters, marks or numbers which have been painted or affixed for the 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 a case of a conviction under part (b) or (c) shall also be punishable with imprisonment which may extend to six months.

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

APPENDIX XVII**DELHI ADMINISTRATION: DELHI**

No.F.9/12/60-GAD.

Dated the 28th Nov., 1960.
Agrahayan, 1882.

From :

Shri A.D. Pande, I.A.S.,
Chief Secretary,
Delhi Administration, Delhi.

To

1. All Local Officers,
Delhi Administration Delhi.
2. The Commissioner,
Municipal Corporation of Delhi.
3. The Secretary,
New Delhi Municipal Committee,
New Delhi.
4. The Executive Officer,
Cantonment Board, Delhi Cantt.
5. The Administrative Officer,
Delhi Development Authority,
New Delhi.

Subject:— Census-1961-Employment of Government servants for enumeration.

Sir,

I am directed to invite your attention to para 4 of this administration letter of even number dated the 25th May, 1960, on the subject noted above, and to say that the enumeration period having drawn near, it has become necessary to clarify the question of grant of concession regarding office attendance to census workers during this period. In order that enumeration work is conducted accurately and efficiently, it has been decided that the officials deputed for the purpose should be allowed a concession of two hours (either in the mornings or in the evenings as may be convenient) in office attendance. In addition, the workers may also be allowed to attend the training classes whenever held by the Charge Officers concerned.

2. It is hoped that you will extend your full cooperation to the Census Operation Authorities.

yours faithfully,

Sd/-

(A.D. PANDE)

CHIEF SECRETARY: DELHI ADMINISTRATION
D E L H I.

No.F.9/12/60-GAD.

Dated the 28th November, 1960.
Agrahayan, 1882.

Copy forwarded, for information and necessary action to the:—

1. All Secretaries, Delhi Administration, Delhi.
2. All Under Secretaries, Delhi Administration.
3. All Departments of the Secretariat.
4. P.A. to Chairman, Public Relations Committee/Industrial Advisory Board.
5. P.A. to Chief Commissioner, Delhi.

Sd/-

(S.C. PANDEY)

UNDER SECRETARY (APPOINTMENTS)
DELHI ADMINISTRATION: DELHI

No.F.9(12/60-GAD.

Dated the 28th November, 1960.
Agrahayan, 1882.

Copy forwarded for information to the Superintendent of Census, Delhi with reference to his marginally noted Communication.

D.O. letter No.1/58/60/-SCC, dated the 9th November, 1960, addressed to Shri A.D. Pande, IAS, Chief Secretary,

Sd/-

(S.C. PANDEY)

UNDER SECRETARY (APPOINTMENTS)
DELHI ADMINISTRATION: DELHI.

APPENDIX XVIII

A. MITRA, I.C.S.,

D.O.No.7/8/60-RG
THE REGISTRAR GENERAL: INDIA
NEW DELHI.

Kotah House Annexe,
2/A, Man Singh Road,

Dear

DATED the 2nd May, 1960

Subject: Census 1961-Employment of Central Government servants for enumeration.

Preliminary arrangements for the 1961 Census are being completed in all the States and the appointment of staff necessary for enumeration (enumerators, supervisors, etc) will commence throughout the country within the next few months. Actual enumeration will take place between the 10th February, 1961 and the sunrise of 1st March which will be followed by a final check during the first five days of March. The enumeration will, as in the past, be done mostly by the fullest use of all establishments under the control of Governments and local bodies on a voluntary basis.

2. Census enumeration is a nationwide administrative operation involving demands on services of staff which will have to be met from the resources of all establishments throughout the country. It is necessary that the burden should be shared by all Governments. All State Governments have accepted the obligation. This letter is written in order to ensure that the Central Government establishments give the lead in this matter and bear their full share of the burden.

3. All employees of the Central Government (wherever they may be located) with the exception of defence service and police officers, should accept and perform readily and work connected with the enumeration which is placed on them by responsible local census officers. The employees should be specifically instructed that they should give no cause for complaint by the officers in charge of the census in respect of the performance of the census duties. They should perform their duties as diligently and conscientiously as the normal duties of the posts held by them. It should be impressed upon them that the manner in which they have performed census duties should be taken into account in the periodical assessment of their work and conduct.

4. Enumeration work is spread over nearly three weeks, in order to diminish the number of workers for whom demands will be placed on head of offices and also in order to enable the workers to carry out their duties conveniently. It is necessary that heads of offices should be instructed to co-operate in lightening the burden on census workers to the maximum extent practicable. This will necessitate the grant of concessions, regarding office attendance both during the enumeration period, and a period of training which will precede it. The details of the concessions likely to be required will be settled locally. All heads of offices should be instructed to fall in line with the practice which may be adopted by State Governments for this purpose.

5. I should be very grateful if you would kindly issue necessary instructions to all establishments under the control of your Ministry.

Yours sincerely

Sd/-

(A. Mitra)

APPENDIX XIX

Statement showing the dates and time and place of distribution of census forms

New Delhi City

| <i>Charge No</i> | <i>Place</i> | <i>Date</i> | <i>Time</i> |
|------------------|--|-------------|-------------------|
| 1 | New Delhi Municipal Com- mittee, New Delhi. | | |
| 2. | -do- | 5-2-61 | 10 A.M. to 5 P.M. |
| 3. | -do- | | |
| 4. | -do- | 1.2.61 | " |
| 5. | -do- | | |
| 6. | -do- | | |
| 7. | -do- | 3.3.61 | " |
| 8. | -do- | | |
| 9. | -do- | 4.2.61 | " |

Delhi Cantt

| | | | |
|-----|--|---------|--------|
| 10. | Govt. Hr. sec. School, Delhi Cantt. | 16.2.61 | 2 P.M. |
|-----|--|---------|--------|

Delhi Municipal Corporation Urban Area

| | | | |
|-----|---|---------|---------------|
| 1. | Darbar Hall, Town Hall, Delhi. | 14.1.61 | 3 P.M. |
| 2. | -do- | | |
| 5. | -do- | 15.1.61 | 11 A.M. |
| 6. | -do- | | |
| 7. | -do- | | |
| 8. | -do- | 15.1.61 | 3 P.M. |
| 3. | -do- | | |
| 4. | -do- | 16.1.61 | 3 P.M. |
| 11. | -do- | | |
| 12. | -do- | 17.1.61 | 4 P.M. |
| 13. | -do- | | |
| 14. | -do- | 18.1.61 | 4 P.M. |
| 22. | -do- | | |
| 17. | Govt. Hr. sec. School, Qutab Road Ist. | 19.1.61 | 5 P.M. |
| 15. | | | |
| 23. | Darbar Hall Chandni Chowk Delhi | 19.1.61 | 4 P.M. |
| 26. | | | |
| 27. | -do- | 20.1.61 | 4 P.M. |
| 28. | -do- | 21.1.61 | 4 P.M. |
| 25. | -do- | 22.1.61 | 11 A.M. |
| | | | 2 P.M. 4 P.M. |
| 36. | Govt. Boys Hr. Sec. School, Kalkajee. | 23.1.61 | 3 P.M. |

| | | | |
|-----|--|--------------------|-------------------|
| 19. | Darbar Hall, Chandni Chowk, Delhi. | 24.1.61 | 4 P.M. |
| 39. | Govt. Boys Hr. Sec. School, Rajori Garden | 24.1.61 | 3 P.M. |
| 32. | | | |
| 33. | Darbar Hall, Ch. Cnowk, Delhi. | 25.1.61 | 2 P.M. |
| 37. | -do- | 27.1.61 | 4 P.M. |
| 40. | -do- | 28.1.61 | 4 P.M. |
| 18. | D.A.V. Hr. Sec. School, Chitra Gupta Rd. N. Delhi. | | 3 P.M. |
| | Ramjas Hr. Sec. School, Paharganj | 28.1-61 & | 3 P.M. |
| | M.C. Pry. School, Chitra Gupta Rd. | 30.1.61 | 3 P.M. |
| 9. | Marwari Hr. Sec. School, Nai Sarak, Delhi. | 29.1.61 29.1.61 | 11 A.M. 2 P.M. |
| 10. | | | |
| 31. | M.C. Hr. Sec. School, Rouse Avenue, New Delhi. | 29.1.61 | 4 P.M. |
| 34. | | | |
| 35. | Darbar Hall, Town Hall, | 29.1.61 | 4 P.M. |
| 42. | Govt. Boys Hr. Sec. School, Rajauri Garden. | 30.1.61 | 3 P.M. |
| 21. | Darbar Hall Ch. Chowk, Delhi. | 30.1.61 | 4 P.M. |
| 16. | Govt Hr. Sec. School, Qutab Rd. No. II. | 30.1.61 | 4 P.M. |
| 30. | Govt. Hr Sec. School, Shakurpur. | 2.2.61 | 11 A.M. |
| 24. | Pay Office Swantra Bharat Mills. | 2.2.61 | 3 P.M. |
| 20. | 1. Govt Hr. Sec. School, Dev Nagar. | 21.1.61 | 3 P.M. |
| | 2. M.C. Basic School, Ajmal Khan Rd, Delhi. | 21.1.61 | 3 P.M. |
| | 3. M.C. Pry. School, New Rajinder Nagar, New Delhi. | 21.1.61 | 3 P.M. |
| 29. | M.L.H.S School, Narela. | 30.1.61 | 2 P.M. |
| 38. | Govt. Boys Hr. Sec. School II. Mehrauli. | 30.1.61 | 3 P.M. |
| 41. | Govt. Boys Hr. Sec. School, Najafgarh. | 30.1.61 | 11 A.M. |

Delhi Municipal Corporation Rural Area.

| | | | |
|-----|---|---------|-----------|
| 1. | Mukherji Memorial Hr. Sec. School, Shahdara. | 25.1.61 | 3-30 P.M. |
| 2. | Darbar Hall, Ch. Chowk, Delhi. | 4.2.61 | 2 P.M. |
| 3. | Janta College, Alipur. | 24.1.61 | 11 A.M. |
| 4. | Govt Hr. Sec School, Pahladpur, Delhi. | 2.2.61 | 1 P.M. |
| 5. | Govt. Hr. Sec. School, Najafgarh. | 3.2.61 | 2-30 P.M. |
| 6. | S.B.S.V & P.O. Mitraon. | 3.2.61 | 12 A.M. |
| 7. | Govt. Hr. Sec. School, Najafgarh. | 23.1.61 | 11 A.M. |
| 8. | | | |
| 9. | M.C. Hr. Sec. School, Mahipalpur. | 4.2.61 | 2 P.M. |
| 10. | Govt. Hr. Sec. School, II Mehrauli. | 30.1.61 | 2 P.M. |

APPENDIX XX

No .F. 21 (1)/59/D (Coord)
 Government of India
 Ministry of Defence
 New Delhi, the 8th August, 1960.

OFFICE MEMORANDUM

SUBJECT: Census of India 1961-Defence Services.

Service Headquarters are already aware that the next Census of India is to be held in February/March, 1961. Instructions of a general character have already been issued about the cooperation to be extended by local Services formations to the Census Superintendents in the States. The question of issuing further instructions regarding the action to be taken in places where the Census enumeration has to be carried out by Services, personnel has been engaging the attention of Government. After giving careful consideration to the steps required to safeguard the security of military information and after holding necessary consultation with the Registrar General, India, the following instructions are issued for strict application. The instructions are in two parts. Part I covers the arrangements to be made in all military areas (of the three Services) other than operational areas. Part II deals with the arrangements to be made in operational areas.

Part I—Action in Military Areas other than Operational areas.

1. Officers Commanding Stations will, in the three Services, function as Military Census Officers for the purpose of the census, (The term Military Census Officer will have application not only in the Army but to Census Officers in the other two Services as well). Where an O.G. Station is unable to devote constant attention to the census operations, he may designate another officer from the Station as the Military census Officer but he will continue to maintain executive control over the census operations in his Station.

2. Headquarters Commands will furnish to Census Superintendents of the States a complete list of all the Station Commanders in the different States who are designated as Military Census Officers. A copy of the list will also be sent to the Services Headquarters concerned. The following particulars will be furnished for each Military Census Officer :—

- (a) Rank.
- (b) Name.
- (c) Appointment.
- (d) Office address.
- (e) Residential address.
- (f) Office Telephone No.
- (g) Residential Telephone No.

Amendments to the list will be forwarded as and when they occur.

3. The Military Census Officers will immediately contact and maintain close liaison with the civil Census Superintendents in their respective States. A list of the Census Superintendents is given in Appendix to this O. M.

4. State Census Superintendents will not be given lists of military formations, units, etc. or their location, but the areas covered by the Military Census Officers, should be clearly made known to the Census Superintendents. Commands will ensure that every formation/unit/establishment under them where people are in residence is covered by the Census operations, either through Military Census Officers or through the Civil agency in liaison with the State Census Superintendent concerned.

5. Military Census Officers will be responsible for the enumeration of all persons residing within the strictly military areas, (viz., areas controlled and managed by service personnel such as barracks, unit lines etc.) (Please note that in operational areas arrangements for enumeration are different vide Part II.). These strictly Military areas should be determined in consultation with the local authorities who are responsible for civil census arrangements, so that respective census limits are clearly known to both civil & Military agencies. They will obtain necessary enumeration slips and instructions from the Census Superintendents of the State concerned. All enumeration slips after completion will be handed over to the Census Superintendents. In question II of the enumeration slip, the entry for Service personnel will be "Central Government Employee".

6. Each Military Census Officer will nominate the required number of Charge Officers, Supervisors and Enumerators for his station. Census enumeration is not a mere nose-count but will require a variety of demographic social and cultural information and so enumerators and Supervisors would have to have a course of instruction. The Superintendents of Census operations of the States are organising courses of instruction for civilian personnel. Military Census Officers should so arrange that all persons engaged in enumeration either in a supervisory or in an enumerating capacity receive the full course of instructions.

Part II—Arrangements in operational areas

1. There will be no counting at all of combatants in operational areas. The census in respect of combatants in operational areas will be carried out by the Chief Statistical Officer from information available in his Office. Certain supplementary demographic data required for the census, which is not available with the Chief Statistical Officer, will be obtained by him from the OC. of Stations in operational areas. These details mostly concern information regarding the home towns and villages of combatant personnel, without which the demographic details concerning the combatant personnel will not be complete.

2. Military Census Officers will be appointed in Operational areas to enumerate person other than combatants personnel. C.S.C. Stations may utilise their services in collecting the further information desired by the Chief Statistical officer. Primarily, however, these military census officers will enumerate the other categories, which are :—

- (i) Civil population in areas not covered by the civil census arrangements; and
- (ii) personnel of other combatant and non-combatant formations under the Army's operational Command present in the operational areas such as, Assam Rifles, J & K Militias, etc.

3. The instructions relating to the nomination of military census officers, formation of census units and nomination of Charge Officers, Supervisors, etc. will apply to stations in operational areas, exactly as for non-operational areas. (Part I)

4. Enumeration of all persons other than combatants of the Army, Navy and Air Force will be carried out in operational areas exactly in the same way as in non-operational areas, namely, in accordance with the arrangements specified in Part I. The enumeration slips in respect of these persons will be handed over to the Census Superintendents concerned.

It is requested that these instructions should be conveyed by the Service Headquarters to Lower Formations immediately under intimation to this Ministry.

Sd/-(M. A. S. RAJAN)

Deputy Secretary to the Government of India

Te: 31260.

To

Army Headquarters (Adjutant General's Branch) 5 copies.
Naval Headquarters (Directorate of personnel Services) 5 copies.
Air Headquarters (Directorate of Personnel Services) 5 copies.

Copy to

S. A.

C. G. D. P.

C. C. R. & D

D. G. O. F.

D. M. L. & C.

D. G. A. F. M. S.

C. A. O.

Copy for information to :—

Registrar General, India,

Kotah House Annexe, 2-A, Man Singh Road, New Delhi.

Copy also to :—

D(AG-II); D(N-II); D(Air-III); CG(Admin); D(Fy); D(C&L); D(Med); D(Est. I).

APPENDIX-XXI

No.F.1/49/60-S.C.O.

Dated 25th August, 1960-

(To all Census Officers).

The census of houseless persons in big cities has to be conducted either during one night or over a period of more than one night if there is a large houseless population at a particular place. Special arrangements for the enumeration of such persons will have to be made before hand. It is, therefore, necessary to ascertain the places where such persons congregate at night in Delhi and their approximate number, so that the number of the enumerators required for the job could be finalised well before the enumeration dates.

I have collected lists of such these places from the Police authorities and the Bharat Sewak Samaj and enclose an extract from these, relevant to your areas, and would request you to verify the same through your Charge officers or otherwise, as you may consider suitable, so as to ensure full coverage of all such places within your charge.

After this has been done a complete list of such places with approximate number of houseless persons that congregate at each of these places may please be forwarded to me.

This may be given priority.

Yours sincerely,

(BALDEV RAJ)

SUPDT. of CENSUS OPERATIONS, DELHI

To

All the Census Officers.

CENSUS IMMEDIATE.

No.

Government of India
Ministry of Home Affairs,

OFFICE OF THE SUPERINTENDENT OF CENSUS OPERATIONS: DELHI.

Room No. 68, 2nd Floor, E/Wing,
New Courts, Tis Hazari,
Delhi, dated the 17-2-61.

CIRCULAR.

To

All Charge Officer.

The enumeration of houseless population is to be done on the night of 28th February, 1961 and if necessary also on the night of 1st March, 1961. Instructions have already been issued that except for those areas where a large number of houseless persons sleep at night, the enumeration of houseless persons in the remaining areas is to be done by those enumerators who have to enumerate the rest of the populations. A list of those areas for which special arrangements have been made is enclosed with this circular. Leaving aside these areas, you may please make sure that the enumerators under your Charge carry out the enumeration of houseless persons on the night of 28th Feb. 61 and 1st March, 1961. Please call your supervisors and impress upon them that they must be on the move on these nights along with their enumerators and enumerate all these persons lying on the pavements and outside the closed-shops. The Police authorities have assured us that they will render all possible assistance to the enumerators and supervisors whenever they ask for it. In respect of areas for which special arrangements have been made, the enumerators will call at their respective police stations and will get the necessary police force who will accompany them to the places where they have to do the enumeration.

The enumeration of houseless persons will be the last phase of Census. Please make sure that this is properly attended to. As explained during the course of my lectures, the Location Code on the Individual Slips is to be given only up to the Census Block No. of the enumerator and after that each enumerator may put on 'X' to indicate that houseless persons are being enumerated. No Household Schedule is to be filled up in the case of houseless persons.

Myself and Shri R. M. Vats, Magistrate, will be constantly on the move throughout Delhi on these nights to watch the enumeration and to render such assistance and guidance as may be asked from us. You may also make it a point to take a round of your area during these nights and see that every houseless person is enumerated.

Sd/- (Baldev Raj)

Supdt. of Census Operations, Delhi.

No 1/33/60-S.C.O.

Dated :

Copy forwarded to all Circle Supervisors with the request that it will be their personal responsibility to see that each enumerator in their circle takes a round of his area at night between 11 and 12 P. M. and enumerates every houseless person found there.

Sd/-(BALDEV RAJ)

Supdt. of Census Operations, Delhi.

CENSUS IMMEDIATE

No. 1/49/60 SCO.

Government of India,
Ministry of Home Affairs,

OFFICE OF THE SUPERINTENDENT OF CENSUS OPERATIONS, DELHI.

Room No. 68, 2nd Floor, Eastern
Wing, New Court Buildings, Tis Hazari,
Delhi--dated the 25th Feb., 1961.

ORDER

The following have been appointed as Enumerator for enumerating the houseless population in the areas mentioned against their names. They should assemble in the police station mentioned in column 3 against their names at about 10-30 p.m. on 28.2.61 and after taking necessary police force should proceed to their respective areas and complete the enumeration of the houseless persons found therein during that night. In case of any enquiry to be made by them, they can contact the police station from where they have started.