



# CENSUS OF INDIA 1961

VOLUME V

GUJARAT

ADMINISTRATION REPORT

PART VIII-B

TABULATION



VII

456

K. F. PATEL

Deputy Superintendent of Census Operations, Gujarat

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*With the compliments of*

*The Superintendent of Census Operations, Gujarat,  
Ahmedabad*



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# CENSUS OF INDIA 1961

VOLUME V

GUJARAT

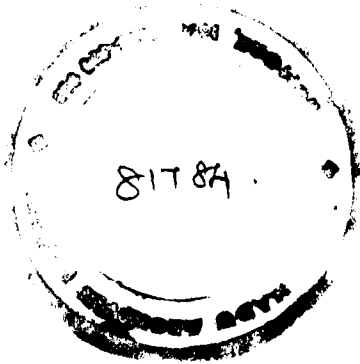
ADMINISTRATION REPORT

PART VIII-B

TABULATION

K. F. PATEL

*Deputy Superintendent of Census Operations, Gujarat*



PRINTED BY JIVANJI D. DESAI AT NAVAJIVAN PRESS, AHMEDABAD-14.

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**PREFACE**

The Administration Report of the 1961 Census is in two sub-parts, viz., (1) Enumeration and (2) Tabulation. The Administration Report on Enumeration has already been published earlier. This sub-part relates to tabulation.

The 1961 Census had embarked on a very ambitious tabulation plan having 64 tables as against 22 in 1951. To complete this programme in the scheduled time has been a great task. Four regional tabulation offices—one each at Ahmedabad, Surat, Rajkot and Bhavnagar in charge of Deputy Superintendent—were opened for sorting, compilation and tabulation work. Despite initial difficulties experienced in securing accommodation, staff, etc., this work was happily completed in time. In addition to regional tabulation offices, tabulation of housing data and mechanical tabulation of Household Schedules was done at the Headquarters under the direct supervision of Shri K. F. Patel, Deputy Superintendent of Census Operations, Headquarters, who because of his experience of 1951 Census Tabulation was helpful at various stages of organisation and tabulation. I have, therefore, entrusted Shri Patel with the work of drafting this Report which will doubtless serve as a guide to future Censuses.

AHMEDABAD,  
1st March, 1966.

R. K. TRIVEDI,  
*Superintendent of Census Operations,  
Gujarat.*

## CHAPTER I

### HOUSING TABULATION

#### INTRODUCTION

1. IN THE PREVIOUS censuses, house-numbering and house-listing was purely an administrative work carried out as preparatory operation to the taking of the census. This was done with a view to ensure complete coverage of the territory and also for ensuring equitable distribution of work among enumerators. However, during the Census of 1961, a comprehensive census schedule for collecting detailed information regarding each census house and the uses to which it is put as also the composition of the material used for the construction of its walls and roof, tenure status, etc., was devised and filled up prior to taking of the census. The form of the house-list given at pp. 352-353 in Part IV-A—Report on Housing and Establishments, was finalised after a pre-test. It provided information on factories and workshops, the products manufactured, servicing undertaken and the fuel used. The number of persons, males and females residing at the time of the housing census was also collected. The housing census was organised in the months of September-October 1960, after imparting necessary training to the enumerators. It served the two-fold purpose of getting an estimate of the population in each block, village, town, taluka and district and helped in estimating the requirement of forms, appointment of enumerators at the time of the census as also furnished very valuable and unique data pertaining to housing conditions in the State. While rough estimates of the population were prepared immediately after the completion of the housing census, the tabulation of the data contained in the house-lists called for strenuous efforts, initiative and drive, as the same type of information was never collected in the past. The results of the housing census have already been published in Part IV-A—Report on Housing and Establishments and Part IV-B—Housing and Establishment Tables (E-Series Tables). It will,

however, be useful for guidance of the Census Organisation of future to keep on record the details of organising housing tabulation and processing of the data which are given below.

#### ORGANISATION OF HOUSING TABULATION

2. *Location of Tabulation Office*—The housing census was completed by the end of October 1960. It was, therefore, necessary to organise the tabulation section for processing the housing data. The premises which the Census Office was occupying being highly inadequate, the State Government was requested to requisition some suitable accommodation for setting up the Housing Tabulation Unit. At the instance of the State Government, the Collector of Ahmedabad requisitioned premises bearing No. (15-B+16+17)/8 belonging to Bai Shantaben Bapalal Dave situated at Fatehpur at a distance of 1½ miles from the Census Office. The premises consisted of five rooms out of which possession of four rooms admeasuring about 1,192 sq. feet was taken on 25th of October, 1960. The remaining fifth room was taken over on 25th December, 1960. As there was great dearth of office accommodation at Ahmedabad where the new capital of the State of Gujarat was formed, it was not possible to secure adequate office accommodation for full strength of the staff. The possession of these premises was retained till 24th of March, 1961 when accommodation for the main office could be secured in Gandhi Baug, Ellis Bridge area of Ahmedabad and the Housing Tabulation Section shifted to Madalpur where the main office was held immediately on formation of Gujarat State. After shifting of the Unit to Madalpur, sufficient staff could be accommodated and the work of the Housing Tabulation Section properly organised.

#### *Staff Set-up*

3. The Housing Tabulation Unit was started under the supervision of the Deputy Superintendent with effect from 15th November 1960. As there

was no sufficient accommodation, only 1 technical assistant, 30 compiler-checkers, 3 lower division clerks and 2 Class IV servants were appointed initially. Two machine operators were appointed with effect from 1st December, 1960. Tabulation Officer and a record keeper were appointed from 1st February, 1961 and 2nd February, 1961 respectively. After the shifting of the office from Fatehpur to Madalpur, 7 supervisors and 12 more compiler-checkers were appointed from 1st March, 1961. Thereafter, 2 statistical assistants, 3 compilers, 10 assistant compilers and 4 typists were appointed. The staff worked upto 5th October, 1961 when the section was wound up. The details of the staff showing the name and number of posts, duration of appointment, scale of pay, etc., have been given in Appendix IV-C.

#### *Equipments for Tabulation Office*

4. The Tabulation Officer was provided with table with drawers and a chair with arms. The rest of the staff was provided with hired folding chairs and folding teapots. The hire charges for tables were Rs. 5 each per month, for chair with arms Re. 1 each per month and folding teapot and folding chair Re. 0.75 each per month.

5. Stationery mostly consisting of red pencils and paper was supplied to the staff. Stationery required for the office purposes was made available from the main office. There was, therefore, no question of placing separate indent for the Housing Unit.

6. Prescribed forms such as frequency tables and blank forms of the housing tables were got printed at the Government Press. The paper required for the purpose was supplied by the Registrar General in advance.

#### METHOD OF TABULATION, CODING AND SAMPLING

7. Out of three census schedules prescribed at the 1961 Census, the tabulation of data contained in individual slips was done by hand sorting in the pigeon holes specially prepared for the purpose. The data contained in the household schedules were tabulated by mechanical tabulation. It was, however, not possible to tabulate the data from the house-list by hand sorting as the schedule was very big. It was

also considered not desirable to prepare separate slips for each individual house for tabulation of the data, as that involved duplication on a very large scale and would have delayed the publication of the data inordinately and also resulted in very high cost. The methods prescribed by the Registrar General, for compilation of housing tables comprised abstraction of entries from the house-lists. Out of 5 housing tables, Tables I and III were prepared on full count and 3 others—Tables II, IV and V were prepared on the basis of 20 per cent sample. These tables were to be prepared (i) talukawise for rural areas, (ii) for each town with a population of 50,000 and over and (iii) the remaining urban areas of a district taken together. The method followed for tabulation is given as under.

8. The Collectors were asked to collect the house-lists from each charge, arrange them in proper order, prepare block lists and charge abstracts and send them on to the tabulation office under proper cover. The house-lists were thus received from the districts in the tabulation office, where they were first checked for omission of house-lists pertaining to any area and these were obtained before taking them up for tabulation. In case of rural areas of a taluka, house-lists were arranged in order of location code number of villages. The house-lists of urban areas other than towns with a population of 50,000 and over were arranged in order of blocks. The towns and cities having a population of 50,000 and over were treated as separate units and their house-lists arranged according to blocks.

#### *Sampling*

9. Sampling of census houses for the purposes of census tables was undertaken after Table E-I was completed. The method used for sampling was prescribed by the Registrar General. The house-lists were arranged according to the location code number of villages in case of rural areas and serial number of blocks in urban areas. First, the house-list in respect of rural/urban areas was taken up. With the use of random number the first sample was marked. Thereafter every fifth household was marked as a sample continuously for the rural and urban areas. The households left out after marking the last sample household in a house-

list or block were carried over to the next house-list for the purpose of marking the samples. The selected household was marked by denomination of 'S' in column No. 18 of the house-list by red pencil to indicate the sample household. After this procedure was completed, a thorough check of the accuracy of the marking of the samples was done by the supervisors in charge of teams to ensure that there were no mistakes in sampling.

10. The samples, thus marked at the time of the compilation of the Table E-II were used for Tables E-IV and E-V.

#### *Coding*

11. *Coding for Table E-I*—Table E-I was to be prepared in full count on the basis of information contained in column 4 of the house-list. The codes as prescribed by the Registrar General for different types of census houses were to be used for coding entries in that column. The codes used were as follows:

|                                                                                                                 |   |
|-----------------------------------------------------------------------------------------------------------------|---|
| Dwellings . . . . .                                                                                             | A |
| Shop-cum-Dwellings . . . . .                                                                                    | B |
| Workshop-cum-Dwellings . . . . .                                                                                | C |
| Hotels, hostels, sarais, dharamshalas, tourist homes and inspection houses                                      | D |
| Shops excluding eating houses . . . . .                                                                         | E |
| Business houses and offices . . . . .                                                                           | F |
| Factories registered under Factories Act                                                                        | G |
| Workshops and workshops not registered under Factories Act . . . . .                                            | H |
| Schools and other educational institutions including training classes, coaching and shop classes . . . . .      | J |
| Restaurants, sweetmeat shops and eating places . . . . .                                                        | K |
| Places of entertainment and community gathering ( Panchayat Ghar ) . . . . .                                    | L |
| Public health and medical institutions, hospitals, health centres, doctor's clinics, dispensaries, etc. . . . . | M |
| Others . . . . .                                                                                                | O |
| Census houses vacant at time of house-listing . . . . .                                                         | N |

12. Coding was carried out in red pencil. In case of some factories in Ahmedabad city a

peculiar problem regarding coding of factories had to be solved. In case of some mills, it so happened that the entire premises of the mill housed separate departments of the same concern in separate houses within the enclosed compound. This compound also included houses used for such purposes as office premises or dispensary, residential quarters, etc., which were to be separately coded. All these houses were part and parcel of the whole establishment and it would not have been proper to treat them separately as office or residential houses, etc. After getting necessary instructions from the Registrar General in the matter, entire factory including the residential buildings, offices, hospital, dispensary, etc., was treated as one house only. The codes given in the house-list were initially compiled in frequency table for an area by the tally mark system. This system was subsequently given up in favour of more accurate compilation by the numerical marking system of putting one entry in the printed form for each page of the house-list.

#### *Coding for Table E-II*

13. Table E-II was to be prepared on a 20 per cent sample basis. As described earlier, samples were marked in column 18 of the house-list. Coding for Table E-II was undertaken after completion of Table E-I. It was suggested by the Registrar General that codes 'D' for dwellings, 'S' for shop-cum-dwellings, 'W' for workshop-cum-dwellings and 'O' for other dwellings be used. For the purposes of Table E-I, dwellings were coded as 'A', shop-cum-dwellings were coded as 'B' and workshop-cum-dwellings were coded as 'C'. To facilitate coding for the purposes of Table E-II, the codes given in Table E-I, namely, A, B, C to dwellings, shop-cum-dwellings, workshop-cum-dwellings, respectively, etc., were adopted along with the code for tenure status. The combined codes, namely, A0, B0 or AR, BR, etc., were marked in column 11 of the house-list.

14. After these codes were marked, the supervisor of the team ensured their correctness by cent per cent checking and the totals were then struck by the supervisor to show an abstract of Table E-II for a particular territorial unit.

*Coding for Table E-III*

15. Table E-III-Census houses used as workshops and factories classified by industry, power used and size of employment was based on full count and coding had to be done with great care as it was the most complicated table. The relevant columns in the house-list on which the table is based are 6, 7 and 8.

16. The names of products or repairs or servicing undertaken, the details of which were given in column 6 of the house-list were to be coded in the three digit code (minor group number) of National Standard Industrial Classification. The entries in column No. 7 pertaining to the size of employment were to be coded as below.

|                                 |   |
|---------------------------------|---|
| 1 person . . . . .              | A |
| 2-5 persons . . . . .           | B |
| 6-9 persons . . . . .           | C |
| 10-19 persons . . . . .         | D |
| 20-49 persons . . . . .         | E |
| 50-99 persons . . . . .         | F |
| 100 persons and above . . . . . | G |

17. Entries in column 8 of the house-list giving the kind of fuel or power if machinery is used, were to be coded as I, II, III, IV, as shown below. But to facilitate the marking the actual codes used were E, L, C and O.

|                                  | <i>Code suggested by Registrar General</i> | <i>Code used</i> |
|----------------------------------|--------------------------------------------|------------------|
| Electricity . . . . .            | I                                          | E                |
| Liquid Fuel . . . . .            | II                                         | L                |
| Coal, Wood and Bagasse . . . . . | III                                        | C                |
| Others . . . . .                 | IV                                         | O                |

18. Later on, it was decided to include workshops/factories not using any power in Table E-III to give a complete frame. For such factories no code was given in column 8. Such entries without fuel code were considered as factories not using machinery. The combined code, e.g., 311 EL showing classification of factory, its employment, group and type of power used was shown in column 6 of the house-list. Separate frequency marking tables were devised and used for compilation of the table.

*Coding for Table E-IV*

19. Table E-IV was also to be prepared on a sample basis. Samples were already marked in column 18 of the house-list. Coding for the purposes of Table E-IV was to be done with reference to entries in columns 9 and 10 of the house-list relating to materials used in walls and roofs of the census houses. The coding of the columns 9 and 10 was done simultaneously and the codes as prescribed by the Registrar General were used.

*Column 9*

|                                 |   |                  |
|---------------------------------|---|------------------|
| Grass, leaves, reeds or bamboo  | 1 | Material of wall |
| Timber . . . . .                | 2 |                  |
| Mud . . . . .                   | 3 |                  |
| Unburnt bricks . . . . .        | 4 |                  |
| Burnt bricks . . . . .          | 5 |                  |
| CI sheets or other metal sheets | 6 |                  |
| Stone . . . . .                 | 7 |                  |
| Cement concrete . . . . .       | 8 |                  |
| All other material . . . . .    | 9 |                  |

*Column 10*

|                                                        |   |                  |
|--------------------------------------------------------|---|------------------|
| Grass, leaves, reeds, thatch, wood or bamboo . . . . . | A | Material of roof |
| Tiles, slate, shingle . . . . .                        | B |                  |
| Corrugated iron, zinc and other metal sheets . . . . . | C |                  |
| Asbestos cement sheets . . . . .                       | D |                  |
| Brick and lime . . . . .                               | E |                  |
| Concrete and stone slabs . . . . .                     | F |                  |
| All other material . . . . .                           | G |                  |

The codes given in columns 9 and 10 of the house-list were then checked by the supervisor. Frequency marking for Table E-IV was done along with the classification of household by number of members and number of rooms occupied required for Table E-V.

20. Table E-V shows classification of households by number of members and number of rooms occupied. No coding was required to be done for this table.

*Tabulation*

21. Tabulation of the five E-series tables was done by means of separate abstracts prepared for rural and urban areas and talukawise details prepared on the basis of frequency marking tables. Separate frequency marking sheets were

devised for each table and were got printed in adequate number and utilised both for frequency marking and for preparing abstracts for the area. The table forms were also got printed and one table for each district showing particulars of rural and urban areas, towns and cities and totals for the taluka and for the district were prepared. Totals of all the districts were then separately compiled in the same table form to give the State housing table.

*PILOT TABULATION AND MODIFICATION IN THE INSTRUCTIONS, IF ANY, AS A RESULT THEREOF*

22. As the tabulation of data returned in the house-list was done for the first time, it was necessary to resort to pilot tabulation so that the instructions are properly tested and difficulties, if any, likely to arise during the course of coding, frequency marking, checking and final tabulation are properly visualised before the entire work is undertaken. Pilot tabulation was, therefore, undertaken for all the tables. The changes in code and modification in the instructions adopted as a result of such pilot tabulation are narrated below.

*Table E-I*

23. The codes suggested by the Registrar General were in alphabetical order starting from 'A', to 'N' except 'P'. The code 'O' was to be used for vacant census houses while the code 'N' was to be utilised to denote census houses used for other purposes. It was found convenient to denote other census houses by 'O' and the vacant census houses by 'N'.

24. Regarding the marking of frequency also, it was found that the marking of frequency by the tally mark system was not very conducive to a thorough check. Therefore, the actual number of census houses in each page of the house-list was written against the relevant code so that in case while checking, difference was found, necessary corrections could be incorporated in the frequency sheet against that code. No other changes were found necessary.

*Table E-II*

25. Pilot tabulation for Table E-II was also resorted to. The codes suggested by the Registrar General for denoting dwellings,

shop-cum-dwellings and workshop-cum-dwellings for the purposes of Table E-II were 'D' for dwellings, 'S' for shop-cum-dwellings and 'W' for workshop-cum-dwellings. For the purpose of Table E-I these dwellings, workshop-cum-dwellings, and shop-cum-dwellings were coded as 'A', 'C' and 'B' respectively. It was, therefore, found more convenient to adopt the same code as Table E-I, for the purposes of Table E-II also. Similarly marking of frequency of codes was done by writing arithmetic number of codes under the columns of respective codes. Thus the tally mark system was given up for the purposes of Table E-II also.

*Table E-III*

26. The system of pilot tabulation was found to be most useful for ensuring that Table E-III was correctly compiled. This was one of the most important and one of the most complicated tables.

27. On the basis of experience of pilot tabulation the codes for 'fuel and power, if machinery, is used' was revised as 'E' for electricity instead of I, 'L' for liquid fuel instead of II, 'C' for coal, wood and bagasse instead of III, and 'O' for others instead of IV. For establishments using no fuel or power, no code was assigned. The table for marking frequency for Table E-III was so devised that the code in respect of number of persons employed and the type of fuel or power used could be had for ready reference from the frequency sheet itself.

*Table E-IV*

23. No particular changes were deemed necessary in resorting to pilot tabulation. Here also the tally mark system of marking the frequency was given up.

*Table E-V*

29. No particular changes were deemed necessary in resorting to pilot tabulation. Here also the tally mark system of marking the frequency was given up.

*TABULATION FOR TABLES E-I AND E-III**Tabulation of Table E-I*

30. Table E-I was prepared on full count.

Codes were marked in column 4 of the house-list. The tally mark system of marking frequency was discontinued and the number of different types of codes occurring on a page of house-list was written in numerical numbers. The fre-

quency sheets were separately printed and supplied for the purpose. The frequency sheets were prepared for rural and urban or city areas separately. A specimen of frequency sheet is given below.

FREQUENCY TABLE I

| District (Name and Code No.)                                 |          | Total<br>No. of<br>Census<br>Houses | Occupie houses used as |   |   |   |   |   |    |    |    |    |    |    |    |    |
|--------------------------------------------------------------|----------|-------------------------------------|------------------------|---|---|---|---|---|----|----|----|----|----|----|----|----|
| Taluka (Name and Code No.)                                   |          |                                     |                        |   |   |   |   |   |    |    |    |    |    |    |    |    |
| Name and<br>Location<br>Code No.<br>of village/<br>town/ward | Page No. |                                     | O                      | A | B | C | D | E | F  | G  | H  | J  | K  | L  | M  | N  |
| 1                                                            | 2        | 3                                   | 4                      | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 |

31. Coding was done by the compiler-checkers and the marking of the frequency was checked by the supervisors. Corrections wherever necessary were made. The supervisors then prepared an abstract for the rural and urban or city area as the case may be and arrived at preliminary Table E-I in respect of that particular area. This table was then passed on further for tabulation. The tabulation section compiled the figures in respect of the areas in a particular district in the manner prescribed by the Registrar General and arrived at the district totals. At this stage, the relevant cross-checks applicable were also applied to detect any mistake that might have crept in. Table E-I was then cross-checked with Table E-II. The samples marked for the purpose of Table E-II in respect of a particular area, multiplied by five should roughly be equal to totals of codes 'A', 'B' and 'C'. After ensuring that the table for all the areas is in order, a final compilation showing districtwise Table E-II for the State, as also the totals for State was compiled. The totals and cross-totals were thoroughly checked by the use of comptometer.

Table E-III

32. Table E-III was to be compiled on a full count of all the workshops, factories, etc., in the State. Coding for Table E-III was done as described above and the combined code showing the classification of the factories by the type of products manufactured, employment given and

the type of power utilised was shown in column 6 of the house-list. For the purpose of marking frequency, it was found suitable to denote the different codes in numerical numbers along with the relevant page number of the house-list so that a complete and thorough check, which was necessary to ensure correlation with Table E-I could be resorted to. The frequency was marked separately for each minor group of National Standard Industrial Classification on a separate sheet. The relevant details regarding the name of the area, page numbers, etc., were included in the frequency table. A specimen of frequency table is given on the next page.

33. The coding of the factories along with the employment and fuel code and the marking of the frequency was thoroughly checked. Coding in respect of an entire area was completed first and then thoroughly checked. The frequency marking was then separately undertaken and checked. After this was completed, the supervisor had with him a minor groupwise classification of industries showing employment and fuel classifications also. On the basis of this, the supervisor compiled a preliminary Table E-III in respect of that particular area. The supervisor was supplied with the particulars of codes 'C', 'G' and 'H' occurring in Table E-I so that they can be checked with Table E-III and any discrepancy could be reconciled at the earliest. After ensuring this, the supervisor passed on this abstract table to the tabulation section for further compilation. In the tabulation section such abstract in respect of the areas of the

FREQUENCY TABLE III

|                                        |                          |
|----------------------------------------|--------------------------|
| District .....                         | Name of Compiler .....   |
| Code No. ....                          | Name of Supervisor ..... |
| Taluka .....                           | Electricity E            |
| Code No. ....                          | Liquid Fuel L            |
| Minor group number of N. S. I. C. .... | Coal, wood and bagasse C |
|                                        | Others O                 |
|                                        | No power used —          |

Census houses used as workshops and factories classified by industry, power used and size of employment

| Village/town/ward |                      | Serial<br>num-<br>ber of<br>census<br>blocks | Total No.<br>of work-<br>shops and<br>factories | No. of factories and workshops by size of employment |                |                |                  |                  |                  |                          | Remarks |
|-------------------|----------------------|----------------------------------------------|-------------------------------------------------|------------------------------------------------------|----------------|----------------|------------------|------------------|------------------|--------------------------|---------|
| Name              | Location<br>Code No. |                                              |                                                 | 1<br>person                                          | 2-5<br>persons | 6-9<br>persons | 10-19<br>persons | 20-49<br>persons | 50-99<br>persons | 100 persons<br>and above |         |
| 1                 | 2                    | 3                                            | 4                                               | 5                                                    | 6              | 7              | 8                | 9                | 10               | 11                       | 12      |

district was then compiled together to give the total for the district. The district totals after a proper arithmetic check were totalled to show the State total for Table E-III. These final totals were also checked with final Table E-I. The use of comptometer was found to be very valuable in ensuring arithmetic accuracy in this table.

TABULATION FOR TABLES E-II, E-IV AND E-V

34. These tables were to be prepared on a 20 per cent sample basis. The samples were marked by the word 'S' in column 18 of the house-list. Coding for Tables E-II and E-IV was

done as has been described under the relevant head earlier. No coding was to be done for Table E-V. The marking of frequency for these tables was done by writing the number of codes occurring on a page of house-list in Arabic numbers. Thus, the tally mark system of marking frequency was given up. Special forms for marking frequency of Tables E-II and E-IV were devised. The compilation of Table E-V was also done by means of special compilation sheets devised for the purpose. Specimen forms for marking frequency of Tables E-II and E-IV and for compilation of Table E-V are reproduced below.

ABSTRACT II

FREQUENCY TABLE

Census houses classified by tenure status

| District<br>Taluka/Mahal/Town/Urban area |    |    |    |    | From line No...<br>To line No... | of house-list page No... |    |    |
|------------------------------------------|----|----|----|----|----------------------------------|--------------------------|----|----|
|                                          | AO | BO | CO | OO | AR                               | BR                       | CR | OR |

ABSTRACT IV

FREQUENCY TABLE

|                            |                      |   |   |   |   |   |   |   |   |           |   |   |   |   |   |   |   |
|----------------------------|----------------------|---|---|---|---|---|---|---|---|-----------|---|---|---|---|---|---|---|
| District.....              | Code numbers of..... |   |   |   |   |   |   |   |   |           |   |   |   |   |   |   |   |
| Charge .....               | Villages/wards.....  |   |   |   |   |   |   |   |   |           |   |   |   |   |   |   |   |
| Rural area/Urban area..... |                      |   |   |   |   |   |   |   |   |           |   |   |   |   |   |   |   |
|                            | Column 9             |   |   |   |   |   |   |   |   | Column 10 |   |   |   |   |   |   |   |
| Sheet                      | No.                  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9         | A | B | C | D | E | F | G |

**ABSTRACT V  
FREQUENCY TABLE**

|                          |                 |   |        |   |         |   |         |   |         |    |                   |    |    |  |
|--------------------------|-----------------|---|--------|---|---------|---|---------|---|---------|----|-------------------|----|----|--|
| District.....            |                 |   |        |   |         |   |         |   |         |    |                   |    |    |  |
| Charge.....              |                 |   |        |   |         |   |         |   |         |    |                   |    |    |  |
| Rural area/Urban area .. |                 |   |        |   |         |   |         |   |         |    |                   |    |    |  |
|                          | Households with |   |        |   |         |   |         |   |         |    |                   |    |    |  |
|                          | 0 Room          |   | 1 Room |   | 2 Rooms |   | 3 Rooms |   | 4 Rooms |    | 5 Rooms and above |    |    |  |
| Sheet                    | M               | F | M      | F | M       | F | M       | F | M       | F  | No. of            | M  | F  |  |
| No.                      | 2               | 3 | 4      | 5 | 6       | 7 | 8       | 9 | 10      | 11 | rooms             | 13 | 14 |  |
| 1                        |                 |   |        |   |         |   |         |   |         |    | 12                |    |    |  |

35. The frequencies were marked for an entire rural, urban or city area. The number of codes occurring on every page of the house-list was written in Arabic numbers. It was, therefore, very easy to check the code as also the frequency of that code. The supervisor of the team resorted to complete checking of coding and frequency marking of Tables E-II and E-IV, and compilation of Table E-V. After this was completed, he proceeded to apply the relevant checks to the abstract tables arrived at by him for that particular area. The checks applied were (i) the complete agreement of the number of households for Tables E-II, E-IV and E-V and (ii) the checking of households in Table E-II with Table E-I. As described earlier the samples marked for purposes of Table E-II had to bear a fixed relation to the total of codes A, B and C in Table E-I, as 20 per cent sample was selected out of the total households. After all these cross-checks were applied, the supervisor passed on the abstract table for the area for tabulation to the tabulation section. The tabulation section compiled the data in respect of all the areas of a district and arrived at district totals and totalled up the district totals to show the State totals for the relevant tables. The tabulation section also ensured that the vertical and horizontal totals were correctly made. The use of comptometers was found to be very valuable.

**SPECIAL TABLE FOR SLUM AREAS**

36. The Registrar General had desired that a special table for slum areas be compiled in the form prescribed by him. In the absence of any definite criteria to determine a slum, the Ahmedabad Municipal Corporation was requested to supply a list of survey numbers of census houses classified as slums. The Corporation had classified certain hutments and substandard housing areas in 15 out of 29 wards in Ahmedabad city a list of which was supplied.

37. The information in respect of these census houses classified as slum by the Ahmedabad Municipal Corporation was separately extracted from the house-lists and tabulated wardwise to show the classification of the census houses by number of rooms occupied and by the number of persons in the household to give the special table for slum area, as desired by the Registrar General. The same is included in the Report on Housing and Establishments with comments.

**PREPARATION OF SUBSIDIARY TABLES**

38. The Registrar General has prescribed a series of subsidiary tables to the main housing tables, a list of which is given below.

**SUBSIDIARY TABLE E-I.1—Distribution of 1,000 Census Houses by Vacant and Different Types of occupied Census Houses**

**SUBSIDIARY TABLE E-I.2—Distribution of 1,000 Census Houses in Each Type of use among Rural and Urban Areas**

**SUBSIDIARY TABLE E-II.1—Distribution of 1,000 Census Households living in Census Houses used Wholly or Partly as Dwellings by Types of Census Houses in Rural Areas (Based on 20% Sample)**

**SUBSIDIARY TABLE E-II.2—Distribution of 1,000 Census Households living in Census Houses used Wholly or Partly as Dwellings by Types of Census Houses and Tenure Status in Urban Areas (Based on 20% Sample)**

**SUBSIDIARY TABLE E-III.1—Proportion of factories and workshops according to Divisions, Major Groups and Selected Minor Groups to 1,000 Factories and Workshops**

**SUBSIDIARY TABLE E-III.2—Distribution of 1,000 Factories and Workshops in Each Kind of Fuel used by Size of Employment**

**SUBSIDIARY TABLE E-III.3—Distribution of 1,000 Factories and Workshops in Each Division, Major Group and Selected Minor Groups by Kind of Fuel or Power used**

**SUBSIDIARY TABLE E-IV.1—Distribution of 1,000 Census Households living in Census Houses used Wholly or Partly as Dwellings by Predominant Material of Wall (Based on 20% Sample)**

**SUBSIDIARY TABLE E-IV.2—Distribution of 1,000 Census Households living in Census Houses used Wholly or Partly as Dwellings by Predominant Material of Roof (Based on 20% Sample)**

**SUBSIDIARY TABLE E-V.1—Distribution of 1,000 Census Households according to Number of Rooms occupied (Based on 20% Sample)**

**SUBSIDIARY TABLE E-V.2—Number of Persons, Males and Females per Room and Persons per Household in Each Category of Household [In two places of decimals] (Based on 20% Sample)**

39. These subsidiary tables were to be compiled as per the formula prescribed by the Registrar General. The method of preparing the subsidiary tables prescribed by the Registrar General is also reproduced below for the sake of easy reference.

*Method of working out the figures of each column of all Subsidiary Tables to Housing Tables*

**NOTE :** S. T. refers to Subsidiary Table.  
M. T. refers to Main Table.

$$\begin{aligned} \text{E-I.1} \quad \text{Col. 2 of S. T.} &= \frac{\text{Col.4 of M.T.} \times 1,000}{\text{Col.3 of M. T.}} \\ \text{Col.3 of S. T.} &= \frac{\text{Col.3 (minus) Col.4 of M.T.} \times 1,000}{\text{Col.3 of M.T.}} \\ \text{Col.4 of S. T.} &= \frac{\text{Cols.5+6+7 of M.T.} \times 1,000}{\text{Col.3 of M.T.}} \\ \text{Col.5 of S. T.} &= \frac{\text{Col.5 of M.T.} \times 1,000}{\text{Col.3 of M.T.}} \end{aligned}$$

and so on.

**NOTE :** Figures are to be rounded to whole number. Figures should first be rounded in major groups of Columns 2, 3 and 4 and then the figures of other columns should be rounded in accordance with the figures of their respective major groups. The way of rounding each column will be as follows :

Cols. 2+3 = 1,000  
Col. 3 = Col.4 + Cols. 8 to 16  
Col. 4 = Cols. 5+6+7

$$\text{E-I.2 Col.2} = \frac{\text{Vacant houses (Rural) of Col.4 of M.T.} \times 1,000}{\text{Vacant houses (Total) of Col.4 of M.T.}}$$

$$\text{Col.3} = \frac{\text{Vacant houses (Urban) of Col.4 of M.T.} \times 1,000}{\text{Vacant houses (Total) of Col.4 of M.T.}}$$

$$\text{Col.4} = \frac{\text{Dwellings (Rural) of Col.5 of M.T.} \times 1,000}{\text{Dwellings (Total) of Col.5 of M.T.}}$$

and so on.

$$\begin{aligned} \text{In other words} \quad \text{Cols. 2+3} &= 1,000 \\ \text{Cols. 4+5} &= 1,000 \\ \text{Cols. 6+7} &= 1,000 \\ \text{Cols. 8+9} &= 1,000 \text{ for each district} \end{aligned}$$

and taluka separately.

$$\text{E-II.1} \quad \text{Col.2 of S. T.} = \frac{\text{Col.5 of M.T. (Rural)} \times 1,000}{\text{Col.4 of M.T. (Rural)}}$$

$$\text{Col.3 of S. T.} = \frac{\text{Col.6 of M.T. (Rural)} \times 1,000}{\text{Col.4 of M.T. (Rural)}}$$

$$\text{Col.4 of S. T.} = \frac{\text{Col.7 of M.T. (Rural)} \times 1,000}{\text{Col.4 of M.T. (Rural)}}$$

$$\text{Col.5 of S. T.} = \frac{\text{Col.8 of M.T. (Rural)} \times 1,000}{\text{Col.4 of M.T. (Rural)}}$$

In this way every column will be worked out for each district and taluka separately.

$$\text{E-II.2} \quad \text{Col.2 of S. T.} = \frac{\text{Col.5 (Owned) of M.T. (Urban)} \times 1,000}{\text{Col.4 (Urban Total) of M.T.}}$$

$$\text{Col.3 of S. T.} = \frac{\text{Col.5 (Rented) of M.T. (Urban)} \times 1,000}{\text{Col.4 (Urban Total) of M.T.}}$$

And so on upto Col. 9. In other words total of cols. 2 to 9 will be 1,000 for each district and taluka separately.

$$\text{E-III.1} \quad \text{Col.2 of S.T.} = 1,000$$

$$\text{Rural} \quad \text{Col.3 of S. T.} = \frac{\text{Total of all minor groups under Division 'A' in Col.4 of M.T. (Rural)} \times 1,000}{\text{Total No. of factories and workshops of all Divisions (Rural)}}$$

$$\text{Col.4 of S.T.} = \frac{\text{Total of all minor groups under Major Group 1 of Division 'A' in Col.4 of M.T. (Rural)} \times 1,000}{\text{Total No. of factories and workshops of all Divisions (Rural)}}$$

$$\text{Col.5 of S.T.} = \frac{\text{Selected minor group (of the same major group taken for col.4 of S.T.) in Col.4 of M.T. (Rural) x 1,000}}{\text{Total No. of factories and workshops of all Divisions (Rural)}}$$

and so on.

\* Division 'A' means Division O, or whichever Division comes first in E-III Table.

NOTE:

1. The total of figures under Divisions A, B and so on will be equal to Col. 2, i.e., 1,000. The total of the respective major groups under Divisions A, B and so on will be equal to the figures under the respective Divisions. But the total of minor groups under certain major groups will not be equal to the figures for the respective major groups if all minor groups have not been selected.
2. Similar method, as given above for rural, will apply for urban.

$$\text{E-III-2 Col.2 of S.T.} = \frac{\text{Col.5 of M.T. x 1,000}}{\text{Col.4 of M.T.}}$$

$$\text{Col.3 of S.T.} = \frac{\text{Col.6 of M.T. x 1,000}}{\text{Col.4 of M.T.}}$$

and so on upto Col. 8

Similar check should be applied for each kind of fuel or power and (No power). The total under each kind of fuel or power and (No power) will be 1,000 separately for district, rural, urban and city.

E-III.3 In this table for each column the total of 'Electricity', 'Liquid fuel', 'Coal, Wood and Bagasse', 'Other Power' and 'No Power' for each territorial unit should be equal to 1,000. The calculation will be as follows :

$$\frac{\text{Number of workshops and factories under each kind of power or fuel or no power x 1,000}}{\text{Total No. of workshops & factories}}$$

E-IV.1

$$\text{District Rural Col.2 of S.T.} = \frac{\text{Col.4 of M.T. (Rural) x 1,000}}{(\text{Col.3 of M.T. (Rural) } 'A'}$$

$$\text{Col.3 of S.T.} = \frac{\text{Col.5 of M.T. (Rural) x 1,000}}{'A'}$$

and so on.

$$\text{District Urban Col.2 of S.T.} = \frac{\text{Col.4 of M.T. (Urban) x 1,000}}{(\text{Col.3 of M.T. (Urban) } 'B'}$$

$$\text{Col.3 of S.T.} = \frac{\text{Col.5 of M.T. (Urban) x 1,000}}{'B'}$$

and so on

Similarly figures for each taluka/tehsil and city/town can be worked out separately. Total of Cols. 2 to 10 of the subsidiary table will be 1,000 for district rural, urban; tehsil rural, urban and city separately.

E-IV. 2 Same method as for E-IV.1

E-V.1 District

$$\text{Col.2 of S.T.} = \frac{\text{Col.7 of M.T. (Distt. Total) x 1,000}}{\text{Col.3 of M.T. (Distt. Total)}}$$

$$\text{Col.3 of S.T.} = \frac{\text{Col.10 of M.T. (Distt. Total) x 1,000}}{\text{Col.3 of M.T. (Distt. Total)}}$$

and so on upto Col.7

Taluka

$$\text{Col.2 of S.T.} = \frac{\text{Col.7 of M.T. (Taluka Total) x 1,000}}{\text{Col.3 of M.T. (Taluka Total)}}$$

$$\text{Col.3 of S.T.} = \frac{\text{Col.10 of M.T. (Taluka Total) x 1,000}}{\text{Col.3 of M.T. (Taluka Total)}}$$

and so on. On the same lines the figures for cities can be worked out.

E-V.2 Total

$$\text{Col.2 of S.T.} = \frac{\text{Cols.4 + 5 - (minus) Cols.8 + 9 of M.T.}}{\text{Col.6 of M.T.}}$$

$$\text{Col.3 of S.T.} = \frac{\text{Cols.4 + 5 - (minus) Cols.8 + 9 of M.T.}}{\text{Col.3 - (minus) Col.7 of M.T.}}$$

$$\text{Col.4 of S.T.} = \frac{\left\{ \frac{\text{Cols.11 + 12 of M.T.}}{\text{Col.10 of M.T.}} \right\} 'A'}$$

$$\text{Col.5 of S.T.} = \frac{\text{Col. 11 of M.T.}}{\text{Col.10 of M.T.}}$$

$$\text{Col.6 of S.T.} = \frac{\text{Col.12 of M.T.}}{\text{Col.10 of M.T.}}$$

$$\text{Col.7 of S.T.} = 'A'$$

$$\text{Col.8 of S.T.} = \frac{\text{Cols. 14 + 15 of M.T.}}{\text{Col. 13 of M.T. x 2}}$$

$$\text{Col.9 of S.T.} = \frac{\text{Col. 14 of M.T.}}{\text{Col. 13 of M.T. x 2}}$$

$$\text{Col.10 of S.T.} = \frac{\text{Col.15 of M.T.}}{\text{Col.13 of M.T. x 2}}$$

$$\text{Col.11 of S.T.} = \frac{\text{Cols.14 + 15 of M.T.}}{\text{Cols.13 of M.T.}}$$

$$\text{Col.12 of S.T.} = \frac{\text{Cols.17 + 18 of M.T.}}{\text{Col. 16 of M.T. x 3}}$$

$$\begin{aligned} \text{Col.13 of S.T.} &= \frac{\text{Col. 17 of M.T.}}{\text{Col.16 of M.T. x 3}} \\ \text{Col.14 of S.T.} &= \frac{\text{Col.18 of M.T.}}{\text{Col. 16 of M.T. x 3}} \\ \text{Col.15 of S.T.} &= \frac{\text{Cols. 17 + 18 of M.T.}}{\text{Col.16 of M.T.}} \\ \text{Col.16 of S.T.} &= \frac{\text{Cols.20 + 21 of M.T.}}{\text{Col.19 of M.T. x 4}} \\ \text{Col.17 of S.T.} &= \frac{\text{Col.20 of M.T.}}{\text{Col.19 of M.T. x 4}} \\ \text{Col.18 of S.T.} &= \frac{\text{Col.21 of M.T.}}{\text{Col.19 of M.T. x 4}} \\ \text{Col.19 of S.T.} &= \frac{\text{Cols.20 + 21 of M.T.}}{\text{Col.19 of M.T.}} \\ \text{Col.20 of S.T.} &= \frac{\text{Cols.23 + 24 of M.T.}}{\left( \frac{\text{Col.6 - (minus) Cols.13}}{13 \times 2, 16 \times 3 \text{ and } 19 \times 4} \right) 'B' } \\ \text{Col.21 of S.T.} &= \frac{\text{Col.23 of M.T.}}{'B'} \\ \text{Col.22 of S.T.} &= \frac{\text{Col.24 of M.T.}}{'B'} \end{aligned}$$

$$\text{Col.23 of S.T.} = \frac{\text{Cols.23 + 24 of M.T.}}{\text{Col.22 of M.T.}}$$

NOTE:

1. Figures in Subsidiary Table E-V.2 will be worked out upto two decimal places and in others in round numbers.
2. For the presentation of those figures which become NIL at the time of rounding and to distinguish such columns from those columns where there are no figures at all, two signs may be introduced. 'O' may be written against the items where there are no figures at all and 'Negligible' may be written where the figures are less than 1. 'Negligible' (N) will be written only where the figures are coming less than 1 and are not being taken to 1 on account of getting the total of rounded figures to 1,000.

40. For the preparation of subsidiary tables the use of Facit calculating machine was found to be extremely valuable. It was thereupon decided to make the maximum use of the machine by adopting a shift system for preparation and checking of subsidiary tables. The shift started from 7-30 a.m. in the morning till 2-0 p.m. in the afternoon and from 2-0 p.m. onwards to 8-30 p.m. in the evening. The machine was thus fully utilised from 7-30 a.m. in the morning to 8-30 p.m. in the evening. This expedited the preparation and checking of subsidiary tables.

## CHAPTER II

## GENERAL TABULATION

## PROCEDURAL CHANGES AS INTRODUCED IN 1961 CENSUS

1. TABULATION OF data is the stage in the Census Operations undertaken after the enumeration is over. It is the operation which involves sorting of the filled-up enumeration slips with reference to the answers recorded on them. The results of the sorting are then entered in the prescribed Sorter's Tickets and later on posted in the Compiler's Posting Statements. From these statements prescribed tables are compiled.

2. In previous censuses separate tables for urban and rural areas were not prepared. A special feature of 1961 Census is that some census tables, viz., B-II, B-VI, D-IV and D-V have been prepared only for urban areas, while in the case of some other tables, viz., B-III, B-VIII, C-III, SCT-III more detailed information is given for urban than for rural areas. In 1951 each tabulation office dealt with slips from both rural and urban areas of the regions assigned to them. In 1961 a separate urban office with its headquarters at Ahmedabad was set-up so as to enable the Superintendent to exercise close supervision over the important type of tabulation undertaken in the urban tabulation office. All the enumeration slips and the household schedules of the urban areas of the State were dealt with in the urban tabulation office established at Ahmedabad. The remaining regional tabulation offices dealt with the sorting and compilation of the data pertaining to the rural areas of the regions assigned to them.

3. The procedure for sorting and compilation adopted for the urban tabulation office was also different from that adopted for the rural tabulation offices as the number of Sorter's Tickets to be prepared in the urban tabulation office was more than those in the rural tabulation offices. In both the rural as well as urban tabulation offices, the questions 10 and 11 of the enumeration slip have been coded for occupation and industry in the Census of 1961 while

no such coding was done in 1951. Only difference between the urban and rural tabulation offices in regard to coding is that coding was undertaken in the urban tabulation office at the outset; while in the rural tabulation offices the coding was done after the Sorter's Ticket No. 3 was completed. The number of Sorter's Tickets prescribed in 1951 was only 10 while in 1961 the number of Sorter's Tickets prescribed is 29 and *pro rata* the bulk of sorting and compilation work involved in 1961 is considerably more than that in 1951.

4. In 1951 the slips were first sorted into 8 livelihood classes, viz., four agricultural classes and four non-agricultural classes. This classification has been replaced by 9 categories of workers classified under the Indian Standard Industrial Classification and non workers. In 1951 the occupational classification adopted was Indian Census Economic Classification, while in 1961, National Classification of Occupations has been adopted for the classification of occupations.

5. For the purposes of sorting in 1951, several talukas were grouped together to form a 'tract' and therefore data pertaining to Scheduled Castes and Scheduled Tribes could not be given for smaller units like a taluka or a village. This defect has been rectified in 1961 by undertaking sorting for Scheduled Castes and Scheduled Tribes for each village and for each block of an urban area.

## TRAINING TO STATISTICAL ASSISTANTS IN THE STATE CENSUS OFFICE

6. The statistical assistant and Tabulation Officer recruited for the urban tabulation office established at Ahmedabad were mostly persons who were actually working in the office of the Census Superintendent as statistical assistants. They had, therefore, acquired the necessary background requisite for filling up the census enumeration slip and the household schedule.

They also knew the intricacies and difficulties experienced in filling up different questions of the enumeration slip and the household schedule. They, therefore, formed the nucleus of experienced officers placed in charge of the urban tabulation office. The Tabulation Officers and statistical assistants recruited for other rural tabulation offices were acquainted in the urban tabulation office with the pros and cons of the problems to be tackled by them. They were also acquainted with the procedure for sorting and tabulation and the actual working in the tabulation offices.

## ORGANISATION OF REGIONAL TABULATION OFFICES

## (i) Location and Arrangements for Accommodation

7. It was the greatest advantage in the Census of 1961 that the State Civil Service Officers taken on deputation to work as Deputy Superintendents in charge of the tabulation offices to be organised immediately after the completion of enumeration had joined the Census Organisation well in advance so as to associate themselves with the actual enumeration. As in the first instance it was decided to organise only three tabulation offices at (1) Ahmedabad, (2) Baroda and (3) Bhavnagar, three Deputy Superintendents had joined before actual enumeration was undertaken. But after the provisional population figures as disclosed by the house-list operations were known by October 1960, it was thought that it would not be possible for these three offices to cope up with the volume of tabulation work. Therefore, it was decided to set-up a fourth office at Rajkot. With all the efforts made at Baroda, it was not possible to have a suitable accommodation for the tabulation office to be established at Baroda. Through the good offices of the Collector of Surat, it was possible to secure sufficient and suitable accommodation for establishment of tabulation office in the premises of the Kabir Mandir at Rustampura, Surat. It was, therefore, decided to have 4 offices, namely (1) Ahmedabad, (2) Bhavnagar, (3) Rajkot and (4) Surat.

8. With the growing importance of Ahmedabad city as a temporary capital of Gujarat State, there was a great dearth of accommodation at

Ahmedabad. The requirement of office accommodation for the urban tabulation office at Ahmedabad was at least 8,000 to 10,000 sq. feet. Intensive efforts made to secure the premises in the different parts of the city, however, failed and it was felt that it was practically impossible to set-up an office at Ahmedabad. The Superintendent approached the then Minister in charge of P. W. D., and requested for help in securing sufficient accommodation through his good offices. There was a spontaneous response and a building which was under construction and about to be completed was made available to the Census Organisation. The Block No. O/20 of the New Mental Hospital building at Asarva, in charge of the State P. W. D., was immediately made available for establishing the urban tabulation office at Ahmedabad with effect from 13th of March, 1961. The total area of the ground and the upper floor admeasured about 10,250 sq. feet. The most appropriate building with big halls quite convenient for sitting accommodation of several sorting teams was thus occupied by the urban tabulation office.

9. At Rajkot, the tabulation office was accommodated in two buildings situated about a furlong apart. The old municipal building situated in Sadar Bazaar, was made available by the municipal authorities through the good offices of the Collector, Rajkot, and the Connaught Hall situated in the Jubilee garden was also made available by the Rajkot municipal authorities for the occupation of the tabulation office at Rajkot. Both these buildings were taken on hire from the Rajkot Borough Municipality. The Commissioner, Rajkot Division, and the Collector, Rajkot, gave valuable cooperation in establishing office at Rajkot in a very short period and the office could start functioning with effect from 1st April, 1961 as the decision for establishing an office at Rajkot was taken a little late. The old municipal building was repaired and white-washed by the Municipality and also additions and alterations carried out as required by the Census Organisation. All the furnitures, chairs, desks, etc., had to be removed by the Municipality from the Connaught Hall, which was formerly the Legislative Assembly Hall of the former

Saurashtra State and was subsequently used as a public hall by the Municipality. The electric installations in the old municipal building were also carried out at the cost of the Municipality. The rent for the old municipal building was fixed at Rs. 450 per month and that for the Connaught Hall at Rs. 250 per month, as certified by the P. W. D.

10. At Bhavnagar, after very strenuous efforts, one large building was secured at Diwanpara, having a total area of about 8,097 sq. feet. But it could accommodate about 125 persons in addition to the administrative office. It was, therefore, necessary to secure another building for the remaining staff as much in the vicinity of the said building as possible. In spite of vigorous efforts, it was not possible to secure a suitable premises in the vicinity. Another building known as 'Parul' at a distance of about 1½ miles was, therefore, taken on hire. The rent for the Diwanpara building was fixed at Rs. 500 per month and for the building 'Parul' the rent fixed was Rs. 300 per month, as certified by the P. W. D.

11. Through the good offices of the Collector, Surat, a suitable building known as Kalir Mandir belonging to Shri Mahant Sahab Sohanlalji in Rustampura, Surat, was taken on hire for the rural tabulation office established at Surat. The monthly rent, as certified by the P. W. D. amounted to Rs. 458. The building consisted of ground floor and the first floor admeasuring about 7,000 sq. feet of area. The premises proved very convenient for accommodating the tabulation office, which started working from 1st April, 1961 and completed the sorting and tabulation work by 30th June, 1962.

(ii) *Staff Set-up*

12. As the tabulation work is done by hand sorting in pigeon holes a big staff is required for each tabulation office. Each office was headed by a Deputy Superintendent, who was an officer from the State Civil Service Class I, assisted by a Tabulation Officer, a statistical assistant, four tabulation assistants and varying number of supervisors, compiler-checkers and sorters. These offices were also provided with an administrative branch consisting of one head clerk-cum-accountant, one cashier, one

record keeper, one typist-cum-clerk, one daftari, one upper division clerk, one machine operator and ten class IV servants. The number of supervisors, compiler-checkers and sorters sanctioned for each office were as under:

| <i>Name of<br/>Tabulation<br/>Office</i> | <i>No. of<br/>Super-<br/>visors</i> | <i>No. of<br/>Compiler-<br/>Checkers</i> | <i>No. of<br/>Sorters</i> |
|------------------------------------------|-------------------------------------|------------------------------------------|---------------------------|
| Ahmedabad                                | 28                                  | 55                                       | 275                       |
| Bhavnagar                                | 15                                  | 31                                       | 155                       |
| Surat                                    | 18                                  | 36                                       | 180                       |
| Rajkot                                   | 19                                  | 38                                       | 190                       |

The strength of the staff in each office was sanctioned after taking into consideration the bulk of population assigned for tabulation in each office. The detailed statement giving the staff set-up sanctioned for each office is given in Appendix IV-D.

(iii) *Equipment for Tabulation Offices*

13. (a) *Furniture*—Each sorter was provided with one pigeon hole, 2 boxes and a jute mat to sit. The sorters and compiler-checkers worked while sitting on the floor. Each of the compiler-checkers was provided with one wooden desk to keep his record. The boxes and desks were provided with locks. The pigeon holes, wooden desks and wooden boxes were prepared to order centrally at Ahmedabad and supplied to all the tabulation offices. The value of each box was Rs. 2.75 P, while that of a pigeon hole was Rs. 8.75 P. With a view to find out the best pattern of pigeon holes and wooden boxes, models were prepared according to the specifications prescribed. Each pigeon hole had 20 holes—4 vertical and 5 horizontal. Pigeon holes and boxes were made of cheap wood, while desks were prepared from teak wood. Tenders were invited and orders given at competitive rates. Jute mats and locks were ordered from Bombay. Rubber bands and sponges were also supplied to the tabulation offices. In addition 74 ceiling fans were supplied at rate contract to them. The details of the number of articles supplied centrally to each of the regional tabulation offices, showing the cost of each article, is given in Appendix II at the end.

14. In addition to the above articles, the tabulation offices had to acquire the requisite

number of tables, chairs, racks, stools and wooden trays, as shown in the said Appendix for the use of their administrative branches. They were locally purchased after inviting tenders at competitive rates. The amount realised by their disposal at the conclusion of the offices has also been given in the said Appendix.

(b) *Stationery*—Stationery articles required for the tabulation offices were indented from the Controller of Stationery by each tabulation office. However, the supplies were received very late and lot of difficulties were experienced by these offices for want of necessary articles of stationery. Local purchases had, therefore, to be resorted to whenever it was absolutely necessary to purchase. Some of the articles like white printing paper, pencils, etc., were supplied from the Superintendent's Office in the beginning. Details showing the stationery articles supplied by the Controller of Stationery to the regional tabulation offices and the central tabulation section are given in Appendix III.

(c) *Forms, instructions and other literature*—The prescribed sorter's tickets, compiler's posting statements and blank forms of the district tables were got printed by the office of the Superintendent of Census Operations and supplied to the regional tabulation offices. The prescribed forms required for administrative branches received from the Government Form Stores by the office of the Superintendent of Census Operations and the regional tabulation offices are shown in Appendix XI. Instructions and other literature supplied to the regional tabulation offices have been listed in Appendix VII.

ALLOCATION OF WORK

15. After taking into consideration the provisional population figures of each district and rural and urban population of the State, the following areas were assigned for tabulation to the different tabulation offices.

- (1) Deputy Superintendent of Census Operations, Ahmedabad :  
All urban areas of the State.
- (2) Deputy Superintendent of Census Operations, Bhavnagar :  
All the rural areas of 7 districts of

Rajkot Division, viz., Jamnagar, Rajkot, Surendranagar, Bhavnagar, Junagadh, Amreli and Kutch.

- (3) Deputy Superintendent of Census Operations, Rajkot :  
All the rural areas of Banaskantha, Sabarkantha, Mehsana, Ahmedabad and Kaira districts.

- (4) Deputy Superintendent of Census Operations, Surat :  
All rural areas of Panchmahals, Baroda, Surat, Broach and Dangs districts.

The number of slips allotted to each office according to the provisional totals was as under :

|           |           |
|-----------|-----------|
| Ahmedabad | 5,281,017 |
| Bhavnagar | 4,502,065 |
| Rajkot    | 5,653,784 |
| Surat     | 5,186,608 |

TRACT OR UNIT FOR SORTING, COMPILATION AND TABULATION

16. The tracts which were the units for sorting, abstraction and compilation were as under:

- 1 Rural area of a taluka,
- 2 City and
- 3 Non-city urban area of a district.

The details of tracts for each district with their population are as under:

| <i>District</i>                | <i>Tract</i>          | <i>Population</i> |
|--------------------------------|-----------------------|-------------------|
| JAMNAGAR (i) Rural areas of    |                       |                   |
|                                | 1 Jamnagar Taluka     | 87,975            |
|                                | 2 Dhol Taluka         | 25,527            |
|                                | 3 Jodiya Mahal        | 53,624            |
|                                | 4 Kalavad Taluka      | 65,837            |
|                                | 5 Lalpur Mahal        | 47,610            |
|                                | 6 Jamjodhpur Taluka   | 63,788            |
|                                | 7 Okhamandal Taluka   | 21,512            |
|                                | 8 Kalyanpur Mahal     | 68,933            |
|                                | 9 Khambhalia Taluka   | 53,140            |
|                                | 10 Bhanvad Mahal      | 46,815            |
| (ii) Jamnagar City             |                       | 148,572           |
| (iii) All non-city urban areas |                       | 145,086           |
| RAJKOT (i) Rural areas of      |                       |                   |
|                                | 1 Rajkot Taluka       | 66,958            |
|                                | 2 Jasdan Taluka       | 84,206            |
|                                | 3 Paddhari Mahal      | 36,718            |
|                                | 4 Gondal Taluka       | 90,342            |
|                                | 5 Lodhika Mahal       | 22,094            |
|                                | 6 Kotda Sangani Mahal | 30,783            |

| <i>District</i>                      | <i>Tract</i>                  | <i>Population</i> | <i>District</i>                     | <i>Tract</i>                 | <i>Population</i> |
|--------------------------------------|-------------------------------|-------------------|-------------------------------------|------------------------------|-------------------|
| <b>RAJKOT—contd.</b>                 |                               |                   | <b>JUNAGADH—contd.</b>              |                              |                   |
|                                      | 7 Morvi Taluka . . .          | 107,196           |                                     | 5 Mangrol Taluka . . .       | 57,737            |
|                                      | 8 Maliya Mahal . . .          | 42,170            |                                     | 6 Manavadar Taluka . . .     | 63,689            |
|                                      | 9 Wankaner Taluka . . .       | 56,329            |                                     | 7 Keshod Mahal . . .         | 63,942            |
|                                      | 10 Jetpur Taluka . . .        | 60,799            |                                     | 8 Vantali Mahal . . .        | 50,400            |
|                                      | 11 Dhoraji Taluka . . .       | 42,823            |                                     | 9 Patan Veraval Taluka . . . | 83,181            |
|                                      | 12 Jamkandorna Mahal . . .    | 35,839            |                                     | 10 Malia Taluka . . .        | 59,134            |
|                                      | 13 Upleta Mahal . . .         | 64,278            |                                     | 11 Talala Mahal . . .        | 45,388            |
| (ii) Rajkot City . . .               |                               | 194,145           |                                     | 12 Una Taluka . . .          | 113,354           |
| (iii) All non-city urban areas . . . |                               | 273,839           |                                     | 13 Porbandar Taluka . . .    | 96,114            |
| <b>SURENDRA-</b>                     |                               |                   |                                     | 14 Ranavav Mahal . . .       | 35,062            |
| <b>NAGAR</b>                         |                               |                   |                                     | 15 Kutiyana Mahal . . .      | 41,238            |
| (i) Rural areas of                   |                               |                   | (ii) All non-city urban areas . . . |                              | 351,752           |
|                                      | 1 Wadhwan Taluka . . .        | 50,354            | <b>KURCH</b>                        | (i) Rural areas of           |                   |
|                                      | 2 Muli Taluka . . .           | 37,131            |                                     | 1 Bhuj Taluka . . .          | 79,534            |
|                                      | 3 Chotila Taluka . . .        | 41,642            |                                     | 2 Nakhtrana Taluka . . .     | 69,632            |
|                                      | 4 Limbdi Taluka . . .         | 95,241            |                                     | 3 Lakhipat Taluka . . .      | 18,401            |
|                                      | 5 Lakhtar Taluka . . .        | 32,925            |                                     | 4 Abdasa Taluka . . .        | 65,118            |
|                                      | 6 Sayla Taluka . . .          | 33,424            |                                     | 5 Mandvi Taluka . . .        | 74,892            |
|                                      | 7 Dhrangadhra Taluka . . .    | 53,780            |                                     | 6 Mundra Taluka . . .        | 45,608            |
|                                      | 8 Halvad Taluka . . .         | 43,335            |                                     | 7 Anjar Taluka . . .         | 46,757            |
|                                      | 9 Dasada Taluka . . .         | 89,732            |                                     | 8 Bhachau Taluka . . .       | 65,210            |
| (ii) All non-city urban areas . . .  |                               | 185,642           |                                     | 9 Rapar Taluka . . .         | 85,419            |
| <b>BHAVNAGAR</b>                     | (i) Rural areas of            |                   |                                     | 10 Khadir Mahal . . .        | 3,124             |
|                                      | 1 Bhavnagar Taluka . . .      | 54,427            |                                     | 11 Khavda Mahal . . .        | 7,707             |
|                                      | 2 Ghogho Mahal . . .          | 45,237            | (ii) All non-city urban areas . . . |                              | 135,038           |
|                                      | 3 Vallabhipur Mahal . . .     | 34,084            | <b>BANAS-</b>                       |                              |                   |
|                                      | 4 Botad Taluka . . .          | 46,380            | <b>KANTHA</b>                       | (i) Rural areas of           |                   |
|                                      | 5 Gadhada Mahal . . .         | 62,732            |                                     | 1 Palanpur Taluka . . .      | 147,893           |
|                                      | 6 Palitana Taluka . . .       | 65,290            |                                     | 2 Danta Taluka . . .         | 52,411            |
|                                      | 7 Sihor Taluka . . .          | 58,760            |                                     | 3 Vadgam Mahal . . .         | 90,247            |
|                                      | 8 Umrata Taluka . . .         | 39,951            |                                     | 4 Dhanera Taluka . . .       | 89,261            |
|                                      | 9 Gariadhar Mahal . . .       | 48,199            |                                     | 5 Deesa Taluka . . .         | 121,996           |
|                                      | 10 Kundla Taluka . . .        | 98,675            |                                     | 6 Kankrej Taluka . . .       | 93,632            |
|                                      | 11 Mahuva Taluka . . .        | 116,765           |                                     | 7 Vav Taluka . . .           | 85,490            |
|                                      | 12 Talaja Taluka . . .        | 96,506            |                                     | 8 Tharad Taluka . . .        | 76,170            |
| (ii) Bhavnagar City . . .            |                               | 176,473           |                                     | 9 Deodar Taluka . . .        | 87,293            |
| (iii) All non-city urban areas . . . |                               | 175,956           |                                     | 10 Radhanpur Taluka . . .    | 36,781            |
| <b>AMRELI</b>                        | (i) Rural areas of            |                   |                                     | 11 Santalpur Taluka . . .    | 44,316            |
|                                      | 1 Amreli Taluka . . .         | 67,679            | (ii) All non-city urban areas . . . |                              | 70,654            |
|                                      | 2 Kunkavav-Vadia Taluka . . . | 70,108            | <b>SABAR-</b>                       |                              |                   |
|                                      | 3 Babra Taluka . . .          | 47,773            | <b>KANTHA</b>                       | (i) Rural areas of           |                   |
|                                      | 4 Lathi Taluka . . .          | 52,369            |                                     | 1 Idar Taluka . . .          | 142,614           |
|                                      | 5 Lilia Mahal . . .           | 37,528            |                                     | 2 Khed Brahma Taluka . . .   | 74,475            |
|                                      | 6 Dhari Taluka . . .          | 68,737            |                                     | 3 Vijaynagar Mahal . . .     | 30,111            |
|                                      | 7 Khambha Mahal . . .         | 28,057            |                                     | 4 Bhiloda Taluka . . .       | 90,766            |
|                                      | 8 Rajula Mahal . . .          | 60,589            |                                     | 5 Himatnagar Taluka . . .    | 95,421            |
|                                      | 9 Jafrahad Mahal . . .        | 27,774            |                                     | 6 Prantij Taluka . . .       | 125,450           |
|                                      | 10 Kodinar Taluka . . .       | 64,639            |                                     | 7 Modasa Taluka . . .        | 102,350           |
| (ii) All non-city urban areas . . .  |                               | 142,570           |                                     | 8 Meghraj Taluka . . .       | 50,291            |
| <b>JUNAGADH</b>                      | (i) Rural areas of            |                   |                                     | 9 Malpur Mahal . . .         | 38,214            |
|                                      | 1 Junagadh Taluka . . .       | 63,903            |                                     | 10 Bayad Taluka . . .        | 107,687           |
|                                      | 2 Bhesan Mahal . . .          | 36,724            | (ii) All non-city urban areas . . . |                              | 61,208            |
|                                      | 3 Visavadar Taluka . . .      | 56,937            |                                     |                              |                   |
|                                      | 4 Mendarla Mahal . . .        | 27,058            |                                     |                              |                   |

| <i>District</i>                      | <i>Tract</i>                  | <i>Population</i> | <i>District</i>                      | <i>Tract</i>                   | <i>Population</i> |
|--------------------------------------|-------------------------------|-------------------|--------------------------------------|--------------------------------|-------------------|
| <b>MEHSANA</b>                       | (i) Rural areas of            |                   | <b>BARODA</b>                        | (i) Rural areas of             |                   |
|                                      | 1 Patan Taluka . . .          | 154,783           |                                      | 1 Baroda Taluka . . .          | 151,304           |
|                                      | 2 Chanasma Taluka . . .       | 120,832           |                                      | 2 Savli Taluka . . .           | 131,406           |
|                                      | 3 Sami Taluka . . .           | 71,000            |                                      | 3 Vaghodia Taluka . . .        | 75,675            |
|                                      | 4 Harij Mahal . . .           | 35,074            |                                      | 4 Padra Taluka . . .           | 121,891           |
|                                      | 5 Melisana Taluka . . .       | 154,091           |                                      | 5 Karjan Taluka . . .          | 79,405            |
|                                      | 6 Sidhpur Taluka . . .        | 131,544           |                                      | 6 Sinor Mahal . . .            | 39,727            |
|                                      | 7 Kheralu Taluka . . .        | 137,423           |                                      | 7 Dabhoi Taluka . . .          | 88,942            |
|                                      | 8 Visnagar Taluka . . .       | 99,671            |                                      | 8 Sankheda Taluka . . .        | 102,143           |
|                                      | 9 Vijapur Taluka . . .        | 210,606           |                                      | 9 Tilakwada Mahal . . .        | 37,182            |
|                                      | 10 Kadi Taluka . . .          | 123,252           |                                      | 10 Nasvadi Taluka . . .        | 56,952            |
|                                      | 11 Kalol Taluka . . .         | 151,634           |                                      | 11 Chhoti Udaipur Taluka . . . | 134,314           |
| (ii) All non-city urban areas . . .  |                               | 299,993           |                                      | 12 Jabugam Taluka . . .        | 110,891           |
| <b>AHMEDABAD</b>                     | (i) Rural areas of            |                   | (ii) Baroda City . . .               |                                | 298,398           |
|                                      | 1 Ahmedabad City Taluka . . . | 54,943            | (iii) All non-city urban areas . . . |                                | 99,096            |
|                                      | 2 Virangam Taluka . . .       | 152,556           | <b>BROACH</b>                        | (i) Rural areas of             |                   |
|                                      | 3 Daskroi Taluka . . .        | 179,204           |                                      | 1 Broach Taluka . . .          | 107,111           |
|                                      | 4 Dehgam Taluka . . .         | 148,956           |                                      | 2 Vagra Taluka . . .           | 53,108            |
|                                      | 5 Sanand Mahal . . .          | 73,125            |                                      | 3 Jambusar Taluka . . .        | 96,421            |
|                                      | 6 Dholka Taluka . . .         | 135,026           |                                      | 4 Amod Mahal . . .             | 56,660            |
|                                      | 7 Dhandhuka Taluka . . .      | 122,810           |                                      | 5 Anklesvar Taluka . . .       | 57,521            |
| (ii) Ahmedabad City . . .            |                               | 1,149,918         |                                      | 6 Hansot Mahal . . .           | 38,688            |
| (iii) All non-city urban areas . . . |                               | 193,661           |                                      | 7 Jhagadia Taluka . . .        | 97,928            |
| <b>KAIRA</b>                         | (i) Rural areas of            |                   |                                      | 8 Nandod Taluka . . .          | 99,971            |
|                                      | 1 Nadiad Taluka . . .         | 212,298           |                                      | 9 Valia Mahal . . .            | 64,357            |
|                                      | 2 Kapadvanj Taluka . . .      | 191,628           |                                      | 10 Dediapada Taluka . . .      | 44,874            |
|                                      | 3 Mehmedabad Taluka . . .     | 113,235           |                                      | 11 Sagbara Mahal . . .         | 41,532            |
|                                      | 4 Matar Taluka . . .          | 101,319           | (ii) All non-city urban areas . . .  |                                | 133,798           |
|                                      | 5 Anand Taluka . . .          | 242,813           | <b>SURAT</b>                         | (i) Rural areas of             |                   |
|                                      | 6 Thasra Taluka . . .         | 132,847           |                                      | 1 Olpad Taluka . . .           | 79,444            |
|                                      | 7 Balasinor Taluka . . .      | 87,668            |                                      | 2 Mangrol Taluka . . .         | 95,367            |
|                                      | 8 Petlad Taluka . . .         | 166,113           |                                      | 3 Kamrej Taluka . . .          | 55,943            |
|                                      | 9 Cambay Taluka . . .         | 120,722           |                                      | 4 Chorasi Taluka . . .         | 137,784           |
|                                      | 10 Borsad Taluka . . .        | 225,126           |                                      | 5 Palsana Mahal . . .          | 41,807            |
| (ii) All non-city urban areas . . .  |                               | 383,771           |                                      | 6 Mandvi Taluka . . .          | 85,292            |
| <b>PANCH-</b>                        |                               |                   |                                      | 7 Songadh Taluka . . .         | 76,870            |
| <b>MAHALS</b>                        | (i) Rural areas of            |                   |                                      | 8 Vyara Taluka . . .           | 103,827           |
|                                      | 1 Godhra Taluka . . .         | 163,260           |                                      | 9 Bardoli Taluka . . .         | 78,252            |
|                                      | 2 Kalol Taluka . . .          | 90,092            |                                      | 10 Valod Mahal . . .           | 42,828            |
|                                      | 3 Halol Taluka . . .          | 92,172            |                                      | 11 Navsari Taluka . . .        | 162,530           |
|                                      | 4 Jambughoda Mahal . . .      | 16,629            |                                      | 12 Gandevi Mahal . . .         | 94,124            |
|                                      | 5 Shechera Taluka . . .       | 89,982            |                                      | 13 Mahuva Taluka . . .         | 65,533            |
|                                      | 6 Lunavada Taluka . . .       | 130,564           |                                      | 14 Bansda Taluka . . .         | 92,352            |
|                                      | 7 Santrapur Taluka . . .      | 182,165           |                                      | 15 Bulsar Taluka . . .         | 125,733           |
|                                      | 8 Jhalod Taluka . . .         | 120,996           |                                      | 16 Chikhli Taluka . . .        | 139,986           |
|                                      | 9 Dohad Taluka . . .          | 138,191           |                                      | 17 Dharampur Taluka . . .      | 142,889           |
|                                      | 10 Limkheda Taluka . . .      | 126,802           |                                      | 18 Pardi Taluka . . .          | 109,133           |
|                                      | 11 Devgad Baria Taluka . . .  | 163,234           |                                      | 19 Umbergaon Taluka . . .      | 89,399            |
| (ii) All non-city urban areas . . .  |                               | 154,859           |                                      | 20 Uchhal Mahal . . .          | 31,535            |
|                                      |                               |                   |                                      | 21 Nizar Mahal . . .           | 58,801            |
|                                      |                               |                   | (ii) Surat City . . .                |                                | 288,026           |
|                                      |                               |                   | (iii) All non-city urban areas . . . |                                | 254,169           |
|                                      |                               |                   | <b>DANGS</b>                         | Rural areas of                 |                   |
|                                      |                               |                   |                                      | 1 Dangs Taluka . . .           | 71,567            |

## RECEIPT OF RECORDS AND THEIR ARRANGEMENTS

17. Detailed instructions were given to all the Charge Officers to pack pads of enumeration slips and household schedules separately for rural and urban areas. They were asked to despatch these boxes carefully with special messengers so as to reach the urban tabulation office as well as concerned rural tabulation office by 15th of March 1961. They were also asked to send a copy of charge register and charge abstracts along with the details of names of supervisors for each circle and names of enumerators for each block to the tabulation offices. For the use of tabulation offices, two sets of receipts were prescribed, viz., (1) for urban tabulation office and (2) for rural tabulation offices. The tabulation offices were expected to verify in details the location code numbers of talukas, towns, wards, circles, blocks and number of pads of slips and household schedules in different denominations received by them and then pass the relevant receipts in the prescribed form. Boxes of pads of slips and household schedules were required to be despatched in wooden cases with freight and other charges duly paid. While receiving the records, it was noticed that in some cases pads of blocks were not arranged according to the circles and circles were not arranged according to the wards. Some of the circle registers were also wanting. These defects had to be got rectified by the representatives of the Charge Officers who attended the office for handing over charge of the census records.

18. The boxes were arranged in two compartments, viz., boxes of pads of slips and those of household schedules separately for each district. In the urban tabulation office, record of each town had to be kept separately for each district. Labels were properly affixed at conspicuous position and boxes properly kept in safe custody.

## RECRUITMENT

19. The Employment Exchanges were requested to furnish lists of candidates for the post of supervisors, compiler-checkers, sorters, etc., directly to the Deputy Superintendents of Census Operations. On receipt of these lists, the Deputy

Superintendents arranged to take their written tests for accuracy in arithmetic as prescribed by the Superintendent of Census Operations and held their interviews with the assistance of the Personal Assistants to the Collectors at their headquarters. At Ahmedabad, however, the Deputy Superintendent of Census Operations (Headquarters) associated with the Regional Deputy Superintendent of Census Operations, for selection of candidates. All the Deputy Superintendents were advised to keep 33 per cent candidates reserved on the waiting list for each category.

20. At the time of enumeration, the Deputy Superintendents were advised to look up for suitable persons to be taken on deputation from Revenue and other departments to work on responsible and key position such as supervisors, accountants, upper division clerks, cashiers, record keepers, typists, etc., from the districts. Some retired persons below the age of sixty were also appointed as supervisors. In all the tabulation offices such deputationists and re-employed persons worked in responsible positions. Technical staff such as Tabulation Officers, statistical assistants and tabulation assistants, were recruited after the selection by the Superintendent.

## TRAINING

21. Persons selected for the post of sorters, compiler-checkers, supervisors, tabulation assistants or statistical assistants were trained for a period of one week from the date of joining tabulation offices. The training consisted of detailed instructions given on each question of individual slip and also household schedule for a period of five days. The concept of each term and expression was explained to them. On the sixth day, a written test was taken and those who passed the test were taken in service. Fixed remuneration of Rs. 3 only per day was paid for the training period.

## GENERAL

22. The Deputy Superintendents were advised first to recruit a batch of a few compiler-checkers and sorters to form a pilot team. After making proper headway with the pilot team, the remaining staff was recruited by each tabulation office.

23. Progress reports were called for every week from the Deputy Superintendents in charge of tabulation offices. Once a month a meeting of the Deputy Superintendents was held for review of the progress made and future planning. All their difficulties were solved immediately on receipt of a reference from the tabulation office. The Superintendent himself paid frequent visits to all the tabulation offices during the period of tabulation and solved their difficulties on the spot.

## SCRUTINY OF INDIVIDUAL SLIPS

24. The individual slips of all districts both in rural and urban tabulation offices were first checked for internal consistencies, obvious errors and omissions between answers to the different questions in the slips. The Registrar General had prescribed instructions for treatment of omissions in the enumeration slips. In addition to the checking of different questions in the individual slip the contents of household schedule were also compared with similar items in the slip and mistakes, if any, were rectified. The details of inconsistencies, errors and omissions noticed in the slips and their treatment before undertaking sorting are given as follows :

(1) Location code number was not given in several cases or wrong code number was given in some cases.

Other individual slips of the same household were referred to and correct code number noted down. The relevant household schedule was also examined in such cases and on the basis of the code number given in the household schedule, code number was given to the individual slips. There were cases in which the code number of the village was not correct. Such cases had to be referred to the Charge Officers, and correct code number ascertained and given to the slips.

(2) In Question 1(b) relation to the head of the household was to be shown. Wherever the relationship to the head of the household could be ascertained from the household schedule, the same was done and noted down. In other cases the person was considered as 'unrelated' as prescribed by the Registrar General.

(3) Question 2 Age in completed years last birthday—Age last birthday was not shown in some cases. Wherever age last birthday was not shown, it was furnished from the household schedule, if available, otherwise age was treated as 'Age not stated'.

(4) Question 3 Marital Status—In some cases marital status was not mentioned. In such cases males under 21 and females under 16 were considered as 'Unmarried' and all others as 'Married'. Irrespective of any entry persons of age 9 and below were treated as 'Unmarried'. Marital Status of *Sadhus* was treated as 'Unspecified'.

(5) Question 4(a) Birthplace—Wherever there was an omission to record birthplace 'PL' was entered as birthplace. In some cases, the name of the district other than the district of enumeration within the State of Gujarat was not mentioned. The same was shown in the tabulation offices.

In case of persons born in other States, the name of the State was filled up in the tabulation offices wherever the name of the place of the birth situated in such State was known.

(6) Question 4(b) Born R/U—If 'PL' was written in Question 4(a), 'R' was inserted in Question 4(b) in slips of all rural tabulation offices and 'U' in the slips of urban tabulation office. In other cases, birthplace was treated as 'Unclassified'.

(7) Question 4(c) Duration of Residence—Where there was no entry, 'X' was entered in this question. In some cases, although the place of birth was the same as the place of enumeration, the period of migration was wrongly stated in Question 4(c). It was corrected by putting a cross over the answer to the Question 4(c).

(8) Question 5 Nationality—Where there was omission to show nationality, it was furnished by reference to the nationality of the other members of the household.

(9) Question 5(b) Religion—Where there was no entry, religion of the other members of the household was entered.

(10) Question 5(c) Scheduled Caste and Scheduled Tribe—In many cases, it was

noticed that the names of Scheduled Castes or Scheduled Tribes as included in the prescribed list of Scheduled Castes and Scheduled Tribes were not entered in this question. Wherever the words 'Harijan', 'Adivasi', Antyaj, etc., were written against this question, such slips had to be termed as 'Unclassified' Scheduled Castes and Scheduled Tribes. Wherever castes other than those mentioned in the list were entered in this question, they were ignored. Great care had to be taken in classifying such entries. Where there was no entry, the omission was filled in with reference to the answers recorded for other members of the household.

- (11) Question 6 Literacy—Where there was no entry, persons were treated as 'Illiterate' unless answers to Questions 11 and 12 indicated that the person was literate. In case of blank entries also, the replies to Questions 11 and 12 were referred to and necessary entries made. Persons below the age of 4 were treated as illiterate.
- (12) Question 7(a) Mother Tongue—Where there was no entry, the mother tongue of other family members was entered; otherwise, language of the district was shown as mother tongue.
- (13) Question 7(b) Subsidiary Language—Where there was no entry X was entered in Question 7(b). Where the same language as shown in Question 7(a) was found to have been repeated in 7(b), the entry in 7(b) was taken as blank.
- (14) Questions 8-12—Where there was no entry in Questions 8-12 and where there was no indication from the household schedule also, entry was treated as 'Dependent' in Question 12. While furnishing omissions in Questions 8-12, great care had to be taken to scrutinise the relevant entries in Questions 10 and 11. Wherever entries in Sub-Question 11 were kept blank, they were furnished after reference to other sub-questions. Many corrections had to be done in case of Question 11(c).
- (15) Question 13 Sex—Where there was no entry, sex was determined from the name of the

person and his relationship in Question 1.

25. Wherever a person performed two kinds of work, principal work was not shown by placing the ring round the question concerned. This had to be done after scrutiny of replies to other questions in the slip and household schedule.

All the inconsistencies had to be removed during the scrutiny of the slips in all the tabulation offices. In the beginning the rate of checking was low but gradually it crossed the mark of 4,500 per day per sorter.

#### CODING OF SLIPS FOR OCCUPATION AND INDUSTRY

26. *For Urban Areas* In the urban tabulation office coding of replies to Questions 10(a), 10(b) and 11(a) and 11(b) of the enumeration slip was a very important operation carried out before the sorting was undertaken. In the beginning, 47 persons were selected from amongst the persons recruited as compiler-checkers and sorters. They were given detailed training and practices to code entries made in sample census pads of Ahmedabad Municipal Corporation area. These pads were then examined and mistakes committed were discussed with the compiler-checkers and sorters. The correct code numbers to be given were explained to them. Two charts, viz., one for occupation and the other for industry commonly followed in a large number of entries with appropriate code numbers to be given were prepared in Gujarati and copies supplied to all persons engaged in coding work. The accuracy of their knowledge was tested sufficiently before actually taking up the work. Five teams of sorters were formed with five supervisors. This strength was gradually increased and raised finally to 81. The coding of replies to Questions 10(a) and 10(b) and 11(a) and 11(b) was done in ink of different colours, viz., black, green, violet and red respectively in order to distinguish code numbers given to each question. Great care was also taken to see that 40 to 50 per cent of entries were checked by the checkers and supervisors, when the work was in progress. In the beginning output for Questions 10(a) and 10(b) was 200-250 and for entries in Questions 11(a) and 11(b) it was 800 to 900. After gaining experience the speed was increased to 500 for 10(a) and 10(b) and 3,000 for 11(a) and 11(b).

27. According to the sorting and compilation instructions one coder had to code Question 10(a) for one full pad and pass it on to next coder for coding Question 10(b) and he would in turn pass it on to the next coder for coding Question 11(a) and finally to the fourth coder for coding Question 11(b). These instructions were followed in the beginning but had resulted in wasting of time of coders for 11(a) and 11(b) considerably. Moreover, there was possibility of mixing up one pad of one block with those of the other blocks. The unit for sorting tickets 1-4 was a block and, therefore, it was absolutely necessary to see that pads of one block were not mixed up with the other. With a view to overcome these difficulties, all the pads of one block were given to the first coder who passed on the whole bundle to another after coding for Question 10(a). Likewise the whole bundle was passed on from first coder to the last coder.

28. In the National Classification of Occupations and Standard Industrial Classification the particulars of occupation and industries are given in English against each code number. The coders experienced difficulties in classifying occupations and industries as particulars given in the slips were in Gujarati. These difficulties were considerably enhanced where particulars in Gujarati were vague and ambiguous. Such entries had to be referred to the Superintendent or the Registrar General before entries were finally coded.

29. *Rural Areas*—In the rural tabulation offices, enumeration slips were coded both for industrial as well as for occupational classification after the sorting for Ticket 3 was over but before the boxes were made up. For this purpose, special teams of selected sorters and compiler-checkers were formed with two supervisors and one statistical assistant, in each office. They were first given training in coding work and their knowledge tested after a practical training. The codes given by them were checked and suitable instructions were given where coding was found to be defective. The list of common occupational and industrial codes were supplied to them and the same system as adopted for urban tabulation office was adopted for rural tabulation offices for carrying out the coding work to Questions 10(a) and 10(b) and 11(a) and 11(b). In case of difficulties a reference

was made to the Superintendent and his decision was taken as final.

#### PILOT TEAMS AND DETERMINATION OF NORMS

30. Pilot teams formed in each office comprised of very competent sorters and compiler-checkers. Experience gained in sorting for each ticket by the pilot team was utilised in giving instructions to the entire tabulation office for further sorting of the same ticket.

31. It was announced in the tabulation offices that the sorters giving output in excess of norms fixed will be paid incentive bonus for their good performance provided the work done was accurate. For fixation of norms, the Deputy Superintendents were advised to watch the output of different sorters, the maximum and minimum output for particular ticket for a period of a day or two and then announce the norms for the ticket. The norms were fixed for tickets 5(a) onwards. The following were the minimum norms fixed for the guidance of the Deputy Superintendents who were advised to finally fix the norms for their offices not less than the minimum figures fixed at a meeting of the Deputy Superintendents held in August 1961.

| Sorter's<br>Ticket No. | Norms fixed<br>(No. of slips) |
|------------------------|-------------------------------|
| 5 (a)                  | 2,000                         |
| 5 (b)                  | 2,500                         |
| 6                      | 2,500                         |
| 7                      | 4,000                         |
| 8                      | 5,000                         |
| 9                      | 2,000                         |
| 10                     | 2,500                         |
| 11 (Urban)             | 6,000                         |
| 11 (Rural)             | 7,000                         |
| 12                     | 4,000                         |

32. With a view to ensure accuracy of work, it was decided to make deduction for the mistakes committed in the sorting of slips. The proportion of deduction was decided as under :

| Mistake | Deduction of number of slips |
|---------|------------------------------|
| 1       | 10                           |
| 2       | 20                           |
| 3       | 30                           |
| 4       | 40                           |
| 5       | 50                           |
| 6       | 60                           |
| 7       | 70                           |
| 8       | 80                           |
| 9       | 90                           |
| 10      | 100                          |

If the mistakes were found to be more than 10, the whole sorting had to be done again.

33. As a result of the experience gained in sorting of the rural and urban tabulation offices for different tickets, it was noticed that the maximum and minimum output of sorting differed considerably for some of the tickets as the volume of work involved was different for rural and urban tabulation offices. The following norms were finally fixed for different tabulation offices for each of the tickets from 5(c) onwards.

*Norms fixed for each ticket for different tabulation offices*

| Sl. No. | Sorter's Ticket No. | Number of slips |           |        |       |
|---------|---------------------|-----------------|-----------|--------|-------|
|         |                     | Ahmedabad       | Bhavnagar | Rajkot | Surat |
| 1       | 2                   | 3               | 4         | 5      | 6     |
| 1       | 5 (a)               | 2,000           | ..        | ..     | ..    |
| 2       | 5 (b)               | ..              | 2,500     | 2,500  | 2,500 |
| 3       | 6                   | 2,500           | ..        | ..     | ..    |
| 4       | 7                   | 4,000           | 4,000     | 4,000  | 4,000 |
| 5       | 8                   | 5,000           | 4,000     | 4,000  | 4,000 |
| 6       | 9                   | 2,000           | 2,000     | 2,000  | 2,000 |
| 7       | 10                  | 2,500           | 2,000     | 2,000  | 2,000 |
| 8       | 11                  | 6,000           | 7,000     | 7,000  | 7,000 |
| 9       | 12                  | 4,000           | 4,000     | 4,000  | 4,000 |
| 10      | 13                  | 5,000           | 5,000     | 5,000  | 5,000 |
| 11      | 14                  | 2,500           | 2,500     | 2,500  | 2,500 |
| 12      | 15                  | 6,000           | 6,000     | 6,000  | 6,000 |
| 13      | 16 (a)              | 3,500           | ..        | ..     | ..    |
|         | 16 (b)              | ..              | 3,500     | 3,500  | 3,500 |
| 14      | 17                  | 5,000           | 5,000     | 5,000  | 5,000 |
| 15      | 18                  | 3,600           | 3,600     | 3,600  | 3,600 |
| 16      | 19                  | 4,500           | 4,500     | 4,500  | 4,500 |
| 17      | 19 (a)              | 1,000           | 1,000     | 1,000  | 1,000 |
| 18      | 20                  | 2,000           | ..        | ..     | ..    |
| 19      | 21                  | 6,000           | 6,000     | 6,000  | 6,000 |
| 20      | 22                  | 5,000           | 5,000     | 5,000  | 5,000 |
| 21      | 23                  | 3,000           | 3,000     | 3,000  | 3,000 |
| 22      | 24                  | 3,000           | 3,000     | 3,000  | 3,000 |
| 23      | 25 (a)/(b)          | 3,000           | 3,000     | 3,000  | 3,000 |
| 24      | 26                  | 3,000           | 3,000     | 3,000  | 3,000 |
| 25      | 27                  | 3,000           | 3,000     | 3,000  | 3,000 |
| 26      | 28                  | 3,000           | 3,000     | 3,000  | 3,000 |
| 27      | 29                  | 3,000           | 3,000     | 3,000  | 3,000 |

#### FIRST STAGE OF SORTING

(a) *Sorting of Sorter's Tickets 1-3 (for rural areas)*

34. After checking of the individual slips was over, the work of sorting for Sorter's Ticket 1-3 was taken up for all the districts. The unit of sorting for Tickets 1-3 was a block which was

kept in tact. The pads of individual slips were broken up and sorting was carried out for Sorter's Ticket 1. The supervisors and compiler-checkers were instructed to see that the sorting for Scheduled Castes and Scheduled Tribes was quite correct. They carried out 100 per cent check of sorting work done by the sorters. Total number of males and females as arrived at on completion of the sorting was compared with the abstract of enumeration pads and also with enumerator's abstract for different blocks of the villages. Where any appreciable difference between two sets of figures, viz., provisional and final figures was found, re-checking was done and the figures in the Sorter's Ticket 1 were noted down after ensuring that there was no mistake.

Sorting for Sorter's Ticket 2 was comparatively easy. In this case also, the checking by the supervisors and compiler-checkers was 100 per cent.

35. The sorting for Sorter's Ticket 3 is the most important stage of sorting in the whole work of sorting, as it is the basis for further sorting. All sorters, compiler-checkers and supervisors were given detailed instructions about the industrial classification of Categories I-IX and their knowledge tested before taking up the work. The work of sorting was fully checked by the compiler-checkers and the supervisors. Checking was also carried out by the tabulation assistants, statistical assistants, Tabulation Officers and the Deputy Superintendents themselves. Books of the Industrial Classification were supplied to all compiler-checkers and supervisors. Consistency with Sorter's Ticket 1-2 was also ensured during the sorting of Sorter's Ticket 3.

(b) *Sorting of Sorter's Tickets 1-4 (for urban areas)*

36. The record-keeper handed over the slips to be sorted to the supervisors and supervisors to the sorters. The sorting of Tickets 1-4 was taken up at a time for each block and on completion of the sorting of all the slips of one block the slips of another block were taken up. Each team comprised of 10 sorters, 2 compiler-checkers and 1 supervisor. The supervisor and compiler-checkers checked the accuracy of the sorting continuously for the whole day. As soon as the sorting of one block was completed by any sorter, all the slips were fully counted by the compiler-checker himself. The supervisor also

tested accuracy by actually counting the selected bundles. The result of the sorting arrived at was entered in the sorter's tickets by the sorters, checked by the compiler-checkers and verified by the supervisors. Compiler's Posting Statements were also prepared by the compilers simultaneously.

#### COMPILATION OF PRIMARY CENSUS ABSTRACT

37. Before the compilation of Primary Census Abstract was undertaken, instructions were given to the tabulation offices to carry out thorough check of the figures of persons to be treated as 'unclassified Scheduled Castes and Scheduled Tribes'. The slips were again examined with particular reference to Question 5(c) in which the words 'Harijan', 'Adivasi', 'Antyaj', etc., were written without specifying the caste or tribe to which they belonged. They were treated as unclassified Scheduled Castes and Scheduled Tribes. Compilation of Primary Census Abstract was undertaken in all the rural and urban tabulation offices after completion of sorting for Sorter's Tickets 1-3 in rural tabulation offices and Tickets 1-4 in urban tabulation office. In rural tabulation offices, the villages in the Primary Census Abstract were first arranged according to their location code numbers in numerical sequence. The information in columns 6 to 40 of the Primary Census Abstract was recorded from Sorter's Tickets 1, 2 and 3. Columns 4 and 5 were filled up after checking the figures of house and households from household schedules. After filling in all the columns of the Primary Census Abstract, the checks between different columns were applied and totals were checked by the comptist. Figures of final population totals arrived at in the Primary Census Abstract were compared with the provisional figures of blocks and if there was any appreciable difference between the two, the reasons of difference were found out. In most of the cases, where there was appreciable difference between the two sets of figures, it was noticed that the provisional totals were not correctly worked out. This proved the accuracy of sorting work and correctness of Primary Census Abstracts which were checked in the tabulation section along with sorter's tickets. The fair copies of the Primary Census Abstract were compared with the manus-

cript copy and then despatched to the Superintendent's office. At the time of preparation of Primary Census Abstract, it was noticed that it was difficult for compiler-checkers to carry out 100 per cent checking of the sorting work along with that of preparing Primary Census Abstract. Separate posting clerks were, therefore, posted in the tabulation offices. The area figures in column 3 of the Primary Census Abstract were filled up in the central tabulation section of the Superintendent's office. Alphabetical list of villages both in English and Gujarati were also prepared by the tabulation offices and furnished along with the Primary Census Abstract.

#### BOX MAKING

38. Sorter's Ticket 4 was to be prepared by the urban tabulation office only. It was not to be prepared in the rural tabulation offices. The most important task of box making was, therefore, undertaken in the urban tabulation office after the completion of the Sorter's Ticket 4, while in the rural tabulation offices, it was undertaken after completion of Sorter's Ticket 3. Before making up the boxes, figures in the sorter's tickets and Primary Census Abstract and Compiler's Posting Statement No. 1 were tallied scrupulously. Paper plans were required to be prepared by each Deputy Superintendent for distribution of approximately 20,000 slips to each sorter in the urban tabulation office and 30,000 slips to each sorter in the rural tabulation offices, as work load to a sorter in the urban tabulation office was higher than that in the rural tabulation offices. A box could accommodate only 10,000 slips. In the urban tabulation office, the sorter was given two boxes, while in the rural tabulation offices, sorters were given 3 boxes each.

39. Before making up of the boxes in the urban tabulation office, the slips of each age-group of each category of workers and non-workers of all blocks of a town were combined. The bundles of slips of the cities were treated as separate units. Slips of similar age-group of similar category of workers and non-workers of all the towns of a district were then grouped together by sex and literacy. The figures of slips in different categories were noted down and distribution of slips into different boxes decided in such a way that the work load is uniform. Percentage of non-

workers was about 60 per cent while that of workers was about 40 per cent. Each sorter was, therefore, given slips of one or two types of non-workers along with slips of one or more categories of workers so as to maintain the uniformity of work load. Slips for males and females were kept separately. According to the paper plan, the slips were placed in relevant boxes and the identification card prepared for each box. They were then given in charge of the record keeper who issued them to the sorters to whom they were assigned for work. Sorters were asked to physically verify the contents of the boxes before proceeding with the work. After all the slips in all the boxes of the office were found to tally with the figures worked out on the paper the sorting for Tickets 5(a) and onwards was undertaken.

40. In the rural tabulation offices, the same procedure was adopted by preparing first the plan on paper for distribution of work among different sorters. However, the number of slips to be issued to sorters in rural tabulation offices was fixed approximately at 30,000. Three boxes had, therefore, to be issued to each of them. In working out the distribution of the slips among different sorters the work load involved in different categories of slips was duly taken into consideration. After the bundles were placed in boxes, the sorters were asked to verify their contents. When the contents of the boxes tallied with the figures worked out in the plan, further sorting was undertaken.

#### SUBSEQUENT SORTING

41. The sorting for Tickets 5(a) onwards for urban tabulation office and 5(b) onwards for rural tabulation offices was undertaken after all the boxes were made up. With a view to ensure that the ticket of any sorter may not remain unaccounted for in Compiler's Posting Statement, the number of forms required by each sorter was determined in advance and running number was given by the supervisor to each form of tickets issued to each sorter in the team. The same running number was filled up in the relevant form of Compiler's Posting Statement with the names of sorters before issuing the same to the compiler-checkers. Also the number of box was written on each ticket.

42. During the sorting for the second stage, compiler checkers and supervisors had to carry out their checks continuously. They were also asked to apply the checks with different tickets and they had to ensure correctness of their figures. The compiler-checkers and supervisors maintained daily diaries showing the number of slips checked for each sorter and the number of mistakes for sorting and counting deducted in each case. These registers were checked daily either by the Tabulation Officer or Deputy Superintendent himself and suitable instructions given on the spot.

43. Salient features of each of the sorter's tickets are given below

#### S. T. 5(a)

The ticket was meant for urban areas only and was taken up after the box making stage. The unit of sorting for this ticket was a city with a population of 1 lakh and over or all non-city towns of a district taken together. The slips were sorted into 10 quinquennial age-groups for each industrial category and sex. Literates were further sorted for the following educational levels.

- 1 Literate (without educational level)
- 2 Primary or Junior Basic
- 3 Matriculation or Higher Secondary
- 4 Technical diploma not equal to degree
- 5 Non-technical diploma not equal to degree
- 6 University degree or post-graduate degree other than technical degree
- 7 Technical degree or diploma equal to degree or post-graduate degree
  - (i) Engineering
  - (ii) Medicine
  - (iii) Agriculture
  - (iv) Veterinary and dairying
  - (v) Technology
  - (vi) Teaching
  - (vii) Others

#### S. T. 5(b)

This ticket was meant for rural slips only. The slips for each industrial category of workers were to be sorted into ten quinquennial age groups and for literates into three educational levels, viz., literate (without educational level), primary or junior basic and matriculation and above.

#### S. T. 6

This ticket was meant for urban slips of literates in the Industrial Categories III to IX only. The slips were sorted for each age-group except age-group 0-4 and educational level as shown in S. T. 5 (a) according to the 10 occupational divisions. The educational levels which were uniform for the age-group 15-19 and onwards were confined to only literate (without educational level) and primary or junior basic for the age-group 5-9 and literate (without educational level), primary or junior basic, matriculation or higher secondary, technical diploma not equal to degree and non-technical diploma not equal to degree for the age-group 10-14.

#### S. T. 7

This ticket was to be prepared after S. T. 6 for both urban and rural areas by combining slips of different educational levels for each of the age-groups which were kept intact. The slips were sorted for each of the industrial categories of workers and non-workers according to quinquennial age-groups from 0-4 to 70+ for marital status, viz., never married, married, widowed and divorced or separated.

#### S. T. 8

The ticket was prepared for both urban and rural areas. In this ticket the quinquennial age-groups were to be sorted into single year age returns from 0 to 100. The ages above hundred were grouped together.

#### S. T. 9

The ticket was prepared both for urban and rural areas. The slips were sorted for Industrial Categories III, V, VI, VII, VIII and IX for each of the major and minor groups of industries according to the National Standard Industrial Classification by employment status, viz., employer, employee, single worker and family worker.

#### S. T. 10

The ticket was prepared both for urban and rural areas. This ticket was prepared for slips relating to household industries only and according to the major and minor groups of

industrial code and employment status, viz., employee and others.

#### S. T. 11

This ticket was prepared for both urban and rural areas. Slips of Category I—Cultivators and II—Agricultural labourers returned as principal work only were sorted. It also gave cross-classification of principal with subsidiary work such as agricultural labour and household industry with cultivation as principal work and cultivation and household industry as subsidiary work with agricultural labour as principal work.

#### S. T. 12

The ticket was prepared for both urban and rural areas. This ticket dealt with slips of persons following household industry as principal work and cultivation and agricultural labour as secondary work.

#### S. T. 13

The ticket was prepared both for urban and rural areas. It was prepared for Non-household Industries like Categories III, V, VI, VII, VIII and IX as principal work and household industry as secondary work showing their industrial major groups.

#### S. T. 14

The ticket was prepared for both urban and rural areas. It dealt with slips of persons engaged in Industries III to IX classified into occupational divisions, groups and families under each of the occupational divisions.

#### S. T. 15

The ticket was prepared for both urban and rural areas. The ticket dealt with only non-workers for each of the broad age-groups, viz., 0-14, 15-34, 35-59 and 60+ according to each of the 8 types of activities of non-workers.

#### S. T. 16(a)

The ticket was prepared only for urban areas for unemployed non-workers aged 15+ according to their educational levels. The two types of unemployed, viz., (i) seeking employment for the first time and (ii) persons employed before but now out of employment and seeking employment

were sorted first according to age-groups, aged 15 and onwards. The slips were first to be sorted for the age-groups 15-19, 20-24, 25-29, 30-34 and 35+ for the first category and 15-19, 20-24, 25-34, 35-44, 45-59 and 60+ for the second.

*S. T. 16(b)*

The ticket was prepared only for rural areas. Slips of unemployed non-workers were sorted in this ticket according to their educational levels up to literate (without educational levels), primary or junior basic and matriculation and above. No classification was made by age-groups or types of unemployed persons.

*S. T. 17*

The ticket was prepared for both urban and rural areas. The slips were sorted for language data showing mother tongues with subsidiary and without subsidiary languages. The languages as recorded by the enumerators were shown in this ticket. An examination of languages was later on made in consultation with the Linguist attached to the Registrar General's office for regrouping and elimination of spurious languages.

In cases when more than one subsidiary language was returned only the first language was taken and second one was discarded.

*S. T. 18*

The ticket was prepared for both urban and rural areas. The slips were sorted for migrants. The slips relating to all the industrial categories of workers and non-workers were sorted for the birthplace recorded in Q.4(a) of the slip. The birthplaces were classified as :

- (1) PL—The place of enumeration
- (2) D—Within the district of enumeration
- (3) Other districts of the State of enumeration
- (4) Other States of India
- (5) Other countries beyond India, and
- (6) Unclassifiable.

The slips were further sorted with reference to the nature of birthplace, i. e., whether rural or urban or unclassifiable. Sometimes the enumerators recorded in answers to question on birthplace only name of a village without

indicating whether it is situated in the district of enumeration or districts other than the district of enumeration or State outside Gujarat, etc. All such villages were classified under their respective categories of birthplaces, by referring to the names of villages of each district in the State. The birthplaces recorded as born in a bus, a railway and a steamer were classified under 'Unclassified' after consulting the Registrar General.

*S. T. 19*

This ticket was prepared both for urban and rural areas. This ticket was prepared for migrants in each category of workers and non-workers. They were further sorted according to the duration of residence, viz., (1) Less than 1 year, (2) 1-2 years, (3) 3-5 years, (4) 6-10 years, (5) 11-15 years, (6) 16+ years and (7) Period not stated. The classification into rural, urban and unclassifiable already made in S. T. 18 was retained.

*S. T. 19(a)*

This ticket was prepared both for urban and rural areas, and related to migrants from other States and countries outside India whose durations of residence was less than 5 years. Their slips were sorted according to the age-groups 0-2, 3-12, 13-22, 23-32, 33-42, 43-52, 53+ and 'Age not stated'. The classification according to rural, urban and unclassifiable as given in S. T. 18 was also maintained.

*S. T. 20*

This was prepared only for migrants to cities with a population of one lakh and over. The slips were sorted first for broad age-groups 0-14, 15-34, 35-59 and 60+ and 'Age not stated' and then for illiterate, literate (without educational levels) and different educational levels as given in S. T. 6. The slips of workers other than cultivators and agricultural labourers were also sorted with reference to the occupational code number, age-group and literacy. After completion of sorting for this ticket, slips relating to migrants and non-migrants were combined.

*S. T. 21*

The ticket was prepared for both urban and rural areas. The slips were sorted for nationality

of a person recorded in Question 5 (a) and the results posted in this ticket.

*S. T. 22*

The ticket was prepared for both urban and rural areas. Slips were sorted according to religion. After getting separate bundles of slips for different religions necessary instructions were given to sorters in regard to sorting for Scheduled Castes and Scheduled Tribes. While Scheduled Tribes can belong to any religion, Scheduled Castes can belong to only Hindus and Sikhs. Bundles of Hindus were, therefore, sorted for Scheduled Castes and Scheduled Tribes. Then the slips of Sikhs were similarly sorted. The slips of the remaining religions were then sorted for Scheduled Tribes and figures noted separately against each religion.

*S. T. 23*

The ticket was prepared for both urban and rural areas. The slips relating to the Scheduled Castes and Scheduled Tribes as obtained for different religions were sorted for individual Scheduled Caste and Scheduled Tribe. The sorters were supplied with the lists of Scheduled Castes and Scheduled Tribes prescribed under the President's Orders. They were required to refer to these lists very often. Doubtful cases were referred to the supervisors.

*S. T. 24*

The ticket was prepared for both urban and rural areas. The ticket dealt with each Scheduled Caste and Scheduled Tribe giving details about their age-groups and marital status, viz., never married, married, widowed, divorced or separated and of unspecified status. The slips for each Scheduled Caste and Scheduled Tribe were first sorted according to broad age-groups 0-14, 15-44 and 45 and over and then by different types of marital status.

*S. T. 25 (a)*

This ticket was prepared only for the urban areas. The slips for each Scheduled Caste and Scheduled Tribe were sorted according to illiterate, literate (without educational level) and following educational levels :

- 1 Primary or Junior Basic

- 2 Matriculation or Higher Secondary
  - 3 Technical diploma not equal to degree
  - 4 Non-technical diploma not equal to degree
  - 5 University degree or post-graduate degree other than technical degree
  - 6 Technical degree or diploma equal to degree or post-graduate degree.
- The results were posted in the ticket.

*S. T. 25 (b)*

This ticket was prepared for rural areas only and gave information similar to S. T. 25 (a) except that the educational levels were restricted to literate (without educational level), primary or junior basic and matriculation and above.

*S. T. 26*

The ticket was prepared for both urban and rural areas, and related to Scheduled Caste persons working in three types of industrial activities, viz., (1) at household industry, (2) in manufacturing other than household industry and (3) in other services. The slips were further sorted for special occupations such as tanning and currying of hides and skins and scavenging.

*S. T. 27*

The ticket was prepared for both urban and rural areas and dealt with non-workers among Scheduled Castes. The slips were first sorted for broad educational categories, viz., illiterate, literate (without educational level), primary or junior basic and matriculation and above. Then, the slips of each educational category were again sorted with reference to full-time students and children attending school, persons seeking employment for the first time, persons employed before but now out of employment and seeking employment and others and the results posted in the ticket.

*S. T. 28*

The ticket was prepared for both urban and rural areas, and sorted for Scheduled Tribes giving details regarding mother tongue and subsidiary language if any spoken by each of the Scheduled Tribes.

*S. T. 29*

The ticket was prepared for both urban and rural areas, and dealt with non-workers among

Scheduled Tribes. The slips of non-workers of each Scheduled Tribe were sorted according to their types of activities as (1) full-time students or children attending school, (2) persons seeking employment for the first time, (3) persons employed before but now out of employment and seeking employment and (4) Others, and posted in the ticket.

#### COMPILATION

44. As soon as the sorting of the slips for any ticket was completed, the sorted slips and the tickets filled in were passed on to the supervisor who checked the totals of the tickets horizontally and vertically and satisfied himself that the figures shown were correct. The figures of each item were then verified by actual counting of slips. The ticket was then passed on as correct under the signature of the compiler-checker in charge of a batch of sorters. The compiler-checkers again verified the horizontal and vertical totals and then posted them in the Compiler's Posting Statements. The tickets with slips were then passed on by him to his counter-part who checked the posting and signed in token of its correctness.

45. Tickets and Compiler's Posting Statements were then passed on to the tabulation assistants or the statistical assistants of the team concerned in the statistical branch of the tabulation section. The totals of the tickets and the Compiler's Posting Statements were again checked there and their correctness ensured. The work of preparing Compiler's Posting Statements was generally carried out *pari passu* with the sorting but in respect of certain Compiler's Posting Statements, the work lagged behind and had to be completed after a week. The posts of posting clerks were, therefore, created with the sanction of the Registrar General. They helped the compiler-checkers in the work of posting. In the tabulation section the figures in the Compiler's Posting Statements were tallied with those in the Primary Census Abstract. If there was any mistake, re-checking had to be undertaken.

#### COMPILER'S POSTING STATEMENTS

46. The salient features of each of the Compiler's Posting Statements are detailed below.

#### CPS 1

This statement was compiled for urban areas only from S.T. 4. Separate statements for each industrial category of workers and the non-workers were prepared by posting figures under each broad age-group, viz., 0-14, 15-34, 35-59, 60+ and age not stated, and illiterate and literate and educated persons in cols. 5-11 of the statement from relevant columns of the S. T.

This statement gave figures for Tables B-I (Urban) and B-II.

#### CPS 2

This statement was prepared for urban areas only from S. T. 5(a). Separate statements were used for each industrial category of workers and the non-workers. The figures of illiterate, literate and different educational levels were posted in columns 5 to 18 of the statement from relevant columns of the S. T.

This posting statement gave figures for Table B-III Part-A (Urban).

#### CPS 3

This statement was also prepared for urban areas only from S.T. 5(a). The figures of each industrial category of workers and the non-workers were posted in the statement under illiterate, literate without educational levels, and different educational levels with further classification into quinquennial age-groups from corresponding columns of the Sorter's Ticket.

This statement furnished figures for Table C-III Part-B (Urban).

#### CPS 4

This statement was prepared for rural areas only from S.T.5(b) and compiled separately for each industrial category of workers and the non-workers. The figures under each broad age-group and quinquennial age-group were posted in this statement from relevant columns of the ticket.

This posting statement gave figures for Table B-I (Rural).

#### CPS 5

The statement was also prepared for rural areas only from S.T.5(b). Separate statements

were prepared for each industrial category of workers and the non-workers. The figures for illiterates, literates (without educational level), primary or junior basic and matriculation and above in columns 5 to 8 of the statement were posted from relevant columns of the ticket.

The posting statement gave figures for Table B-III Part-B (Rural).

#### CPS 6

This posting statement was also compiled for rural areas only from S. T. 5 (b) and is similar to CPS 3 except that the educational levels are confined to primary or junior basic and matriculation and above only.

This posting statement gave figures for Table C-III Part-C (Rural).

#### CPS 7

The statement was prepared for urban areas only from S. T. 6. Separate statements were compiled for each Occupational Division 0, 1, 2, 3, 4, 5, 6, 7, 8, 9 and X. The figures in each age-group of literates without educational level and different educational levels in columns 5 to 143 of the statement were posted from the corresponding columns of the ticket.

This posting statement gave figures for Table B-VI (Urban).

#### CPS 8

The posting statement was compiled both for rural and urban areas from S. T. 7. The figures of never married, married, widowed, divorced or separated, and unspecified marital status according to quinquennial age-groups 0-9 to 70+ were posted in columns 6 to 77 from relevant columns of the ticket.

This posting statement gave figures for Table C-II

#### CPS 9

The posting statement was compiled for both rural and urban areas from S.T.8. The figures of single year ages under each industrial category of workers and the non-workers were posted in the statement from corresponding columns of the ticket.

The entries of ages over 100 were clubbed together as 101+.

This posting statement gave figures for Table C-IV.

#### CPS 10

The posting statement was compiled for both rural and urban areas from S.T. 9 and was prepared for the workers of Industrial Category III-Mining, Quarrying, Livestock, Forestry, Fishing and Hunting only. The figures of each major group were compiled according to employment status like employer, employee, single worker and family worker. The figures of minor groups under each major group were posted from relevant columns of the ticket without classification according to employment status.

This posting statement gave figures for Table B-IV-B.

#### CPS 11

This posting statement was compiled for both rural and urban areas from S. T. 9 and was prepared for the Industrial Category V-Manufacturing other than Household Industry and was similar to CPS 10 in other respects.

This posting statement gave figures for Table B-IV-B.

#### CPS 12

The figures of workers under Industrial Category VI-Construction and other details regarding industrial classification and employment status were compiled from S. T. 9 for both rural and urban areas.

It gave figures for Table B-IV-B.

#### CPS 13

This statement was compiled for both rural and urban areas from S. T. 9 for the workers of Industrial Category VII-Trade and Commerce along with other details regarding industrial classification and employment status.

It gave figures for Table B-IV-B.

#### CPS 14

The figures of industrial code and employment status in respect of the workers in Industrial Category VIII-Transport, Storage and Communications were compiled from S. T. 9 for both rural and urban areas.

The statement gave figures for Table B-IV-B.

*CPS 15*

Corresponding data about workers in Industrial Category IX-Other Services were compiled from S. T. 9 for both rural and urban areas.

The statement gave figures for Table B-IV-B.

*CPS 16*

The data for workers in Industrial Category IV-Household Industry obtained from S. T. 9 were compiled in this statement for both rural and urban areas.

The statement gave figures for Table B-IV-A.

*CPS 17*

This was compiled for both rural and urban areas from S. T. 11. The figures of secondary work in columns 4 and 5 of the statement were posted from columns 2-3 of the S. T. for the principal work as cultivator and in columns 6 and 7 from columns 1 and 3 of the S. T. for the principal work as agricultural labourer.

This posting statement gave figures for Table B-VII Part-A.

*CPS 18*

It was compiled from S. T. 12 for both rural and urban areas. The figures of each major group of household industry as principal work and of cultivator or agricultural labourer as secondary work were posted in the statement from relevant columns of the ticket.

This posting statement gave figures for Table B-VII Part-A.

*CPS 19*

The statement was compiled from S. T. 13 for both rural and urban areas for the workers of Industrial Category III-Mining, Quarrying, Livestock, Forestry, Fishing, etc., as principal work. The respective figures of major groups of household industry as additional work under each of the major groups of mining, quarrying, etc., as principal work were posted in columns 4 to 153 of the statement from relevant columns of the ticket.

The posting statement gave figures for Table B-VII Part-B.

*CPS 20*

The corresponding information for workers of Industrial Category V-Manufacturing other than Household Industry as principal work were posted from the relevant columns in S. T. 13 for both rural and urban areas.

The statement gave figures for Table B-VII Part-B.

*CPS 21*

Respective figures for workers of Industrial Category VI-Construction as principal work were compiled from corresponding columns of S.T. 13 for both rural and urban areas.

The statement furnished figures for Table B-VII Part-B.

*CPS 22*

From S.T. 13 the figures of workers of Industrial Category VII-Trade and Commerce as principal work were compiled in this statement for both rural and urban areas.

The statement gave figures for Table B-VII Part-B.

*CPS 23*

The figures of workers of Industrial Category VIII-Transport, Storage and Communications as principal work were posted in this statement from S. T. 13 for both rural and urban areas.

The statement gave figures for Table B-VII Part-B.

*CPS 24*

The statement compiled from S.T. 13 gave corresponding figures about workers of Industrial Category IX-Other Services as principal work and Category IV-Household Industry as secondary work for both rural and urban areas.

The statement furnished figures for Table B-VII Part-B.

*CPS 25*

The statement compiled for both rural and urban areas from S.T. 14 was prepared separately for workers of each of the Industrial Categories III to IX and showed figures for occupational family numbers posted from relevant columns of the ticket.

This statement gave figures for Table B-V.

*CPS 26*

The statement was compiled for both rural and urban areas from S.T. 15 giving figures of each broad age-group, viz., 0-14, 15-34, 35-59, 60+ and 'Age not stated' under each type of activity of non-workers posted from relevant columns of the ticket.

The statement gave figures for Table B-IX.

*CPS 27*

Compiled from S.T. 16(a), the statement was prepared for urban areas only and compiled for unemployed persons seeking employment for the first time. The figures of illiterate, literate (without educational level), and different educational levels were posted for quinquennial age-groups, viz., 15-19, 20-24, 25-29, 30-34, 35+ and 'Age not stated' under each of the educational categories from corresponding columns of the ticket.

The statement gave figures for Table B-VIII Part-A.

*CPS 28*

Corresponding figures for persons employed before but now out of employment and seeking employment were posted in this statement from S.T. 16(a) for urban areas only.

The statement gave figures for Table B-VIII Part-A.

*CPS 29*

The statement was compiled for rural areas only from S.T. 16(b). From the corresponding columns in the ticket, the figures of unemployed were posted in columns 4 to 7 of the statement showing different educational categories, viz., illiterate, literate (without educational level) primary or junior basic and matriculation and above.

The statement gave figures for Table B-VIII Part-B.

*CPS 30*

The language data from S.T. 17 were compiled for both rural and urban areas in this statement. The figures of each mother tongue with and without subsidiary language were posted from relevant columns of the S.T.

against each industrial category of workers and the non-workers in column 4 of the statement.

The posting statement gave figures for Tables C-V and C-VI.

*CPS 31*

The statement was compiled for both rural and urban areas from S.T. 18. The figures in relevant columns of the ticket, relating to each birthplace within India and outside India were posted in the statement in the columns provided as born at the place of enumeration, within the district of enumeration, in the other districts of the State of enumeration, in different States of India and in different countries outside India. Separate figures for rural, urban and unclassifiable were also posted for each of the birthplace in India.

The posting statement gave figures for Tables D-II and D-V.

*CPS 32*

The posting statement was compiled for both rural and urban areas from S.T. 19. Separate statements for each of the 7 duration periods, viz., less than 1 year, 1-2 years, 3-5 years, 6-10 years, 11-15 years, 16+ years and 'Period not stated' were prepared. From the relevant columns of the ticket figures of rural, urban and unclassifiable for each birthplace within India and for Nepal, Pakistan, other countries outside India and unclassifiable were posted in the statement.

The statement gave figures for Tables D-III and D-V.

*CPS 32(A)*

The statement was compiled for both rural and urban areas from S.T. 19(A). Separate statements were prepared for duration periods (1) less than 1 year, (2) 1-2 years, and (3) 3-5 years. The figures of each age-group 0-2, 3-12, 13-22, 23-32, 33-42, 43-52, 53+ and 'Age not stated' for each State outside the State of enumeration and each country outside India were posted from the relevant columns of the ticket and shown against each industrial category of workers and the non-workers.

The statement gave figures for Table D-III Part-A.

*CPS 33*

The statement was compiled for cities with a population of one lakh and over from S.T. 20. As many statements were prepared as there were number of occupational groups. The figures of each educational category and broad age-group, viz., 0-14, 15-34, 35-59, 60+ and 'Age not stated' were posted from the relevant columns of the ticket and shown against each industrial category of workers other than Categories I and II.

This posting statement gave figures for Table D-IV.

*CPS 34*

This was also compiled for cities with a population of one lakh and over from S.T. 20. It was prepared separately for workers of Industrial Categories I, II and non-workers. From the respective columns of S.T. figures of illiterate and different educational levels of cultivators, agricultural labourers and non-workers were posted under each age-group in the statement.

This statement gave figures for persons working as cultivators, agricultural labourers and non-workers for Table D-IV.

*CPS 35*

The statement compiled for both rural and urban areas from S.T. 21 was prepared for showing nationality of workers of each industrial category and the non-workers.

The statement gave figures for Table D-I.

*CPS 36*

The statement was compiled for both rural and urban areas from S.T. 22. The figures of each religion were shown against each industrial category of workers and the non-workers from relevant columns of the ticket.

The statement gave figures for Table C-VII in which names of religions other than Hindu, Muslim, Sikh, Christian, Jain and Buddhist were clubbed together and shown under 'Other Religions and Persuasions' giving separate figures for each under a footnote.

*CPS 37*

The statement was compiled for both rural and urban areas from S.T. 22. Separate statements for each industrial category of workers and the non-workers were prepared. The figures of Scheduled Castes and Scheduled Tribes pertaining to religion were posted from the Sorter's Ticket.

The statement gave figures for Table C-VIII Parts-A and B.

*CPS 38(A)*

This statement was compiled for both rural and urban areas from S.T. 23, relating to Scheduled Castes. Separate statements for each of the industrial categories of workers and the non-workers were prepared. The figures of each Scheduled Caste as appearing in the S.T. were posted against appropriate religion in the statement.

The statement gave figures for Table SCT-I Part-A for Scheduled Castes.

*CPS 38(B)*

Corresponding figures of religion followed by each Scheduled Tribe were posted in this statement from S.T. 23 for both rural and urban areas.

This statement gave figures for Table SCT-I Part-B for Scheduled Tribes.

*CPS 39(A)*

This statement was posted for Scheduled Castes only from S.T. 23 for both rural and urban areas. Two statements, one for Hindus and another for Sikhs, were prepared. Figures of persons of Scheduled Castes were compiled under the name of each Scheduled Caste as it occurred in the ticket against the corresponding industrial category of workers and the non-workers.

This statement furnished figures for Table SCT-IV Part-A for Scheduled Castes.

*CPS 39(B)*

Similar information for Scheduled Tribes was compiled in this statement from S.T. 23 for both rural and urban areas. The statement gave figures for Table SCT-IV Part-B for Scheduled Tribes.

*CPS 40(A)*

This posting statement was posted from S.T. 24 for both rural and urban areas. 20 posting statements were prepared separately for each marital status, viz., never married, married, widowed, divorced or separated and unspecified status for each of the age-groups 0-14, 15-44, 45+ and 'Age not stated'. Figures of each Scheduled Caste as appearing in the S.T. were posted in the relevant columns of the statement and shown against corresponding industrial category of workers and non-workers.

This posting statement gave figures for Table SCT-II Part-A for Scheduled Castes.

*CPS 40(B)*

Similar information for Scheduled Tribes was posted from S.T. 24 in this statement for both rural and urban areas.

This statement gave figures for Table SCT-II Part-B for Scheduled Tribes.

*CPS 41(A)*

This statement was posted for urban areas only from Sorter's Ticket 25(a) relating to Scheduled Castes. 8 statements relating to illiterate, literate (without educational levels) and different educational levels were prepared. Figures of each Scheduled Caste were posted separately in the statement from S.T. and shown against each industrial category of workers and non-workers.

This statement gave figures for Tables SCT-III Part-A (i) and C-VIII Part-A.

*CPS 41(B)*

Similar information for Scheduled Tribes for urban areas only was compiled in this statement from S.T. 25(a) relating to Scheduled Tribes.

This statement gave figures for Tables SCT-III part-A (ii) and C-VIII Part-B.

*CPS 42(A)*

This statement prepared for rural areas only from S.T. 25(b) gave figures of educational levels among workers and non-workers of Scheduled Castes. Figures of each Scheduled Caste occurring in the S.T. were compiled in

the statement and shown against the corresponding industrial category of workers and the non-workers.

This statement gave figures for Tables SCT-III Part-B(i) and C-VIII Part-A.

*CPS 42(B)*

Corresponding information for Scheduled Tribes was compiled for rural areas only in this statement from S.T. 25(b) relating to Scheduled Tribes.

This statement gave figures for Tables SCT-III Part-B(ii) and C-VIII Part-B.

*CPS 43*

The posting statement for both rural and urban areas was compiled from S.T. 26. Figures of special occupations like tanning, currying of hides and skins and scavenging followed by Scheduled Castes were posted in the statement under the name of each Scheduled Caste from relevant columns of the S.T. and shown against corresponding industrial category like household industry, manufacturing and other services.

This statement gave figures for Table SCT-I.

*CPS 44*

The statement gave figures of illiterate, literate (without educational levels) and different educational levels with each type of activity of Scheduled Caste non-workers posted from S.T. 27, for both rural and urban areas.

The statement gave figures for Table SC-I.

*CPS 45*

The statement compiled for mother tongues and subsidiary languages spoken by Scheduled Tribe persons, was prepared from S.T. 28 for both rural and urban areas.

The figures and names of mother tongues with and without subsidiary language spoken by each Scheduled Tribe were shown in the statement against each industrial category of workers and the non-workers.

This statement gave figures for Table ST-I.

*CPS 46*

This statement was compiled for both rural and urban areas from S.T. 29 relating to

non-workers of Scheduled Tribes. The figures of full-time students or children attending school, persons seeking employment for the first time, persons employed before but now out of employment and seeking employment and others under the name of each of the Scheduled Tribes were posted in this statement from relevant columns of the ticket.

This statement gave figures for Table ST-II.

#### GENERAL

47. The forms of some of the sorter's tickets, viz., 9, 10, 14, 18, 19 were not of adequate size and more than one form had to be used by individual sorters. The sorter's ticket will facilitate posting of figures if they are properly ruled. In the Compiler's Posting Statement No. 9, there was no space for recording number of persons above the age of 100. They were, therefore, shown in the last column after 'Age not stated.'

#### TABULATION

48. Tabulation section was separately organised in each tabulation office under the supervision of the Tabulation Officer with statistical assistant, tabulation assistants, supervisors and compiler-checkers. All the sorter's tickets and Compiler's Posting Statements received from the sorting teams were taken over by the tabulation section. The tickets and the Compiler's Posting Statements were first checked by the tabulation section as regards the signature of sorters, compiler-checkers and supervisors and filling up of the details pertaining to the type of slips, etc. Then the tickets were checked for consistency between different tickets and their totals. Correct posting of figures from Sorter's Tickets to Compiler's Posting Statements was also ensured. Checking with the relevant columns of Primary Census Abstract as well as with previous Compiler's Posting Statements was also done for ensuring the correctness. After satisfying the correctness of the Compiler's Posting Statements, the tabulation of figures in the blank forms of the prescribed tables supplied by the Superintendent was taken up. The first manuscript copy of a table was prepared by a pair of compiler-checkers and checked by another pair. The supervisor and tabulation assistants undertook checking work

themselves. After the tables were approved by the Deputy Superintendent their fair copies were prepared and furnished to the Superintendent. Wherever the forms of the tables were revised, they had to be recast in revised forms. Instructions pertaining to the manner in which the tables were to be prepared were given in advance to the tabulation section. Detailed instructions as to the checks to be applied at each stage were drawn by the Deputy Superintendent and explained orally to the whole staff at the time of starting of each table. With a view to study the various aspects such as place of birth, duration of residence, literacy, religion, occupational and industrial distribution, age, etc., of migrants to cities having a strength of population more than a million, the Registrar General desired that special sorting for migrants to Ahmedabad city may be undertaken. For this purpose experienced hands who were retrenched after completion of tabulation of the urban tabulation office were re-employed with effect from 12th March, 1962 and work of special tabulation completed on 30th June, 1963. The tabulation work was completed in different tabulation offices as follows.

| <i>Name of the Office</i> | <i>Date of Completion</i> |
|---------------------------|---------------------------|
| Urban Tabulation Office,  |                           |
| Ahmedabad ... ..          | 31-3-1962                 |
| Rajkot ... ..             | 30-4-1962                 |
| Bhavnagar ... ..          | 31-5-1962                 |
| Surat... ..               | 19-5-1962                 |

#### BONUS SCHEME FOR SORTERS, ETC.

49. At the second Conference of the Superintendents held at Delhi in August 1960, it was decided that bonus should be paid by way of incentive for good performance to sorters and compiler-checkers whose output exceeded the norms prescribed. Sorters and compiler-checkers were, therefore, informed that bonus will be given to them for better performance in the sorting. The following grades of bonus were prescribed.

- (1) For sorter—If the performance was between 20 to 30 per cent above the norms, he would get a bonus at the rate of Rs. 5 per month and if the performance was above 30 per cent Rs. 10.
- (2) For the compiler-checker—If the performance of his team was above 30 per

cent, he will get a bonus of Rs. 15 and if it was between 20 per cent and 30 per cent, Rs. 10 only.

50. The norms as discussed above were fixed for each ticket. The details of output given by each individual sorter were maintained in the office. The amounts of bonus for each month of sorting was worked out for each ticket according to the percentage of output found in excess of norms fixed. Deduction of ten slips per mistake was also made in each ticket for mistakes committed in the sorting and the net output after deduction was taken into account for grant of bonus. The following amounts were paid as bonus to the sorters and compiler-checkers in each of the tabulation offices.

| <i>Name of the tabulation office</i> | <i>Amount paid as bonus</i> |
|--------------------------------------|-----------------------------|
|                                      | Rs.                         |
| Ahmedabad                            | 334.18                      |
| Rajkot                               | 332.42                      |
| Bhavnagar                            | 688.58                      |
| Surat                                | 1,259.54                    |

#### MISCELLANEOUS

##### *Sampling of Household Schedules*

51. In addition to the general tabulation work, the tabulation offices also carried out sampling of 20 per cent household schedules required for mechanical tabulation. Detailed instructions prepared by the Superintendent's office were furnished to the Deputy Superintendents and they were required to mark sample household schedules and take them out from the pads and supply them to the mechanical tabulation unit as discussed in details in the section on mechanical tabulation of household schedules.

##### *Fertility Survey*

52. A special survey of fertility was taken as a part of 1961 Census. Selected supervisors and compiler-checkers from the tabulation offices were given training for undertaking survey of fertility in the blocks selected within the area assigned to each of the tabulation offices. They were given training for filling in schedules and slips. The concepts of questions in the schedule and slip were also explained to them. After the training, oral test of the investigators was held and then they were required to carry out the

survey. This was done after the conclusion of tabulation work.

53. Credit to carry out the tabulation offertility survey of the whole State of Gujarat goes to the rural tabulation office, Rajkot. Records of the survey undertaken by other tabulation offices were transferred to the Rajkot office and additional staff was sanctioned for the special tabulation as under.

|                           |    |
|---------------------------|----|
| Supervisors . . . .       | 9  |
| Compiler-checkers . . . . | 22 |
| Sorters . . . . .         | 72 |

54. The household schedules and fertility slips were first checked for their accuracy according to the prescribed instructions. Then the sorting of the fertility slips was carried out separately for rural and urban areas as the unit of sorting was the whole State. The tabulation work was also carried out by the same staff after the sorting was over.

#### WINDING UP OF REGIONAL TABULATION OFFICES

##### *(a) Disbandment of Staff—Transfer of Some Staff to Central Tabulation Office*

55. Instructions were given to the Deputy Superintendents in charge of tabulation offices to pack up all the records pertaining to their offices as soon as tabulation work was completed. Prior to winding up of all the tabulation offices, they were visited by the Accountant of the Superintendent's office to see that there were no irregularities or arrears of accounts work. Similarly, registers, dead stock and all pending administrative matters were fully checked for ensuring that the process of winding up was smooth. The services of the Deputy Superintendent in charge of urban tabulation office were continued as Deputy Superintendent in charge of the Central Tabulation Section and those of the Deputy Superintendent in charge of Surat tabulation office were continued as Deputy Superintendent of Census Operations in charge of Special Studies in the Superintendent's office. The staff required for Central Tabulation Section of the Superintendent's office was transferred from the tabulation offices. From the remaining staff the deputationists were repatriated to their departments concerned and the temporary staff retrenched. As it was necessary to have some of the experienced persons working

in the tabulation offices fully acquainted with the records of those offices to be retained for some time for administrative as well as technical matters, the following staff was transferred to the Central Tabulation Section of the Superintendent's office.

|                       |    |
|-----------------------|----|
| Cashier               | 1  |
| Head-clerk            | 1  |
| Record keeper         | 1  |
| Upper division clerk  | 2  |
| Typist                | 1  |
| Tabulation Officer    | 3  |
| Statistical assistant | 2  |
| Tabulation assistant  | 6  |
| Supervisor            | 15 |
| Compiler-checker      | 68 |
| Sorter                | 97 |
| Machine operator      | 4  |
| Daftary               | 1  |
| Peon                  | 10 |

Most of the staff required for the Central Tabulation Section was absorbed from the Urban Tabulation Office at Ahmedabad.

(b) *Transfer of Records to Central Tabulation Office*

56. The records of the regional tabulation offices can be divided into following categories.

- (i) Census Schedules and allied records
- (ii) Sorting and Tabulation Records
- (iii) Administrative and Accounts Record

56. The census schedules and allied records include filled in individual slips and household schedules, lists of villages, charge registers, etc., received from Charge Officers, block and circle abstracts. The sorting and tabulation records include sorter's tickets, Compiler Posting Statements, registers kept by compiler-checkers and supervisors, office copies of tables, working sheets for tables, etc. The administrative and accounts records include correspondence files, registers of dead stock, stationery, forms, register of postage

stamps, files of pay bills, establishment registers, muster rolls, contingent register, bill register and other account registers.

57. From the above types of records those at (1) and (2) except the individual slips and household schedules were transferred to the central tabulation office on the closure of tabulation offices and the administrative and accounts records were transferred to the office of the Superintendent of Census Operations. The individual slips and schedules of rural areas are kept in the District Record Offices of the Collectors of Surat, Bhavnagar and Rajkot. The slips and schedules of the urban tabulation office, have been kept in the Central Tabulation Section since the Collector of Ahmedabad has not been able to find sufficient space in his record room to store them.

(c) *Arrangements for Preservation of Household Schedules and Individual Slips*

58. The individual slips and household schedules of rural areas were distributed among the three regional tabulation offices as stated earlier. The individual slips and household schedules of urban areas of all districts were in the tabulation office, Ahmedabad. Twenty per cent household schedules were sampled out for mechanical tabulation and were brought to the mechanical tabulation section opened at Ahmedabad. After the mechanical tabulation was completed, the sampled schedules of all areas have been deposited in the urban tabulation office at Ahmedabad.

59. After the sorting, compilation and tabulation operations were over, the boxes containing individual slips and the non-sampled 80 per cent household schedules were handed over by the Deputy Superintendents of Census Operations, Bhavnagar, Rajkot and Surat to the Collectors of Bhavnagar, Rajkot and Surat respectively for preservation and safe custody in the district record room. The individual slips and 80 per cent household schedules of urban areas and 20 per cent sampled schedules of all areas of Gujarat both rural and urban could not be handed over to the Collector, Ahmedabad as he was unable to find sufficient space to store the boxes containing these records. They have, therefore, been kept in the premises of the

urban tabulation office for the time being. The records handed over to the Collector of Rajkot are kept in charge of one Aval Karkun who had worked in the tabulation office. The records handed over to the Collectors, Bhavnagar and Surat are kept in charge of district record keepers. All these three persons are being paid honorarium at Rs. 25 per month from the date they took charge of the records.

(d) *Disposal of Other Records including Schedules and Slips used in training Sample Census and unfilled Schedules and Slips*

60. The pads of individual slips and household schedules were got printed at the Government of India Press, Nasik. The Press had despatched the pads direct to the Collectors concerned according to the distribution lists sent by the Superintendent's Office. Some reserve stock was also kept in the Census Office to meet with the last minute demands of additional pads from the Collectors. The Collectors distributed the pads to the enumerators through the Charge Officers and supervisors. After enumeration operations were over, the blank pads returned by the enumerators and those remaining unused were kept by the Collectors. The sampled pads (red colour pads) filled in by the enumerators during training were sent by the Charge Officers to the tabulation offices along with the filled in pads (black). The tabulation offices sent these sampled pads to the Superintendent's Office along with other records. The Collectors were directed to tear off the blank pads of slips and schedules into pieces and sell them as waste paper to the State Government contractor and credit the sale proceeds to the Government after preserving 5 pads of each type for future reference. Accordingly the Collectors disposed of the pads and the total amount of Rs. 2,398.08 was realised on account of sale of the waste paper as given in the opposite column.

61. The Collectors of Baroda and Rajkot wanted to utilise the blank enumeration pads for rough official writing in their offices instead of disposing them of. A reference was made to the Registrar General who agreed to allow them to utilise the blank pads of enumeration slips for such use. This was not possible in case of household schedules which were printed on both the sides,

They were, therefore, disposed of by tearing and selling them to the Government contractors.

*Sale Proceeds of Blank Pads of Slips and Schedules disposed of as Waste by the Collectors*

| Sl. No.      | Name of district | Amount (in Rs.) |
|--------------|------------------|-----------------|
| 1            | 2                | 3               |
| 1            | Jamnagar         | 81.41           |
| 2            | Rajkot           | 497.52          |
| 3            | Surendranagar    | 16.91           |
| 4            | Bhavnagar        | 94.42           |
| 5            | Amreli           | 98.02           |
| 6            | Junagadh         | 119.78          |
| 7            | Kutch            | 59.94           |
| 8            | Banaskantha      | ..              |
| 9            | Sabarkantha      | ..              |
| 10           | Mehsana          | 135.24          |
| 11           | Ahmedabad        | 125.44          |
| 12           | Kaira            | 220.87          |
| 13           | Panchmahals      | 206.76          |
| 14           | Baroda           | 87.47           |
| 15           | Broach           | 636.30          |
| 16           | Surat            | 18.00           |
| 17           | Dangs            | ..              |
| <b>Total</b> |                  | <b>2,398.08</b> |

62. As regards the central reserve kept in the Superintendent's Office and the sampled pads received from the tabulation offices, similar action was taken and the waste was sold to the Government contractor along with other waste and sweepings of the office, after preserving sufficient number of pads for future reference.

(e) *Disposal of Surplus Stores including Furniture Articles*

63. At the time of winding up of tabulation offices the question of disposal of surplus furniture and other stores was considered. The Registrar General, India, directed that the surplus stores valued above Rs. 5,000 should be reported to the Director General of Supplies and Disposal, New Delhi according to the standing orders.

If the value of such surplus stock did not exceed Rs. 5,000, the Superintendents of Census Operations were authorised to dispose of such stock either by public auction or transfer to other Central or State Government offices without reporting to the Director General of Supplies and Disposal unless the Superintendent of Census Operations felt that disposal of such stock would be more suitable under a centrally coordinated plan. Although the value of the surplus stores of any of the tabulation offices did not exceed Rs. 5,000, the Director of Supplies and Disposal, Bombay was requested to advise the manner in which surplus stock of tabulation offices, may be disposed off, giving him details of such stock at Bhavnagar. He intimated that it would be uneconomical for his office to conduct an auction for the stores reported to him since no other stores were reported to him from Gujarat region and advised that the stock may be disposed off by the Superintendent of Census Operations under his own arrangement.

64. In the circumstances, the Deputy Superintendents of Census Operations (Tabulation), Bhavnagar, Rajkot and Surat were directed to dispose of wooden desks, pigeon holes and jute mats by public auction and the remaining articles of furniture, dead stock, etc., to be sent to the Superintendent's Office. The Deputy Superintendent of Census Operations, Bhavnagar disposed of 125 pigeon holes and 200 jute mats by public auction and realised an amount of Rs. 150 and Rs. 101 respectively. He sent the desks to the head office as the offer received was very low and was not acceptable. The Deputy Superintendent of Census Operations, Surat also disposed of 36 wooden desks, 160 pigeon holes and 220 jute mats by public auction and realised an amount of Rs. 405, Rs. 212 and Rs. 196, respectively. The Deputy Superintendent of Census Operations, Rajkot also disposed of 38 wooden desks, 190 pigeon holes and 240 jute mats by public auction and realised an amount of Rs. 380, Rs. 175 and Rs. 140 respectively. The Deputy Superintendent of Census Operations, Ahmedabad disposed 84 wooden desks (including 31 wooden desks received from Bhavnagar Tabulation Office), 270 pigeon holes and 335 jute mats and realised Rs. 948-25, Rs. 234-60 and Rs. 247-70 respectively. The Deputy Superintendent of Census

Operations, Bhavnagar handed over 30 pigeon holes to the Collector, Bhavnagar along with boxes containing slips and schedules for safe custody in case future sorting was required to be carried out. Similarly the Deputy Superintendent of Census Operations, Surat handed over 20 pigeon holes to the Collector, Surat for similar purpose. 2 wooden desks and 5 pigeon holes and 5 jute mats have been preserved in the Superintendent's Office for future sorting or compilation.

65. Out of 74 ceiling fans supplied to the tabulation offices, 32 fans were sent to the Registrar General, 10 to the Superintendent of Census Operations, Uttar Pradesh and 10 to the Superintendent of Census Operations, Andhra Pradesh as directed by the Registrar General. Out of the remaining 22 fans, 8 fans have been installed in the Superintendent's Office and 14 have been kept for future use.

66. The Rajkot tabulation office which had obtained all office furniture on loan from the Commissioner's Office, Rajkot had returned the same to the authorities concerned on its closure. The furniture purchased by the tabulation offices at Surat and Bhavnagar were collected at Ahmedabad and used by the Central Tabulation Section. After the reduction in the staff of the Central Tabulation Section, the surplus furniture as detailed below was disposed of by public auction and the total amount of Rs. 1,073 was realised.

| No. | Articles | Amount realised |
|-----|----------|-----------------|
| 26  | Tables   | Rs. 862         |
| 26  | Chairs   | Rs. 211         |

67. The other dead stock articles received from the tabulation offices are being used in the Superintendent's Office. The wooden boxes which were supplied to the tabulation offices have been used for preserving slips and schedules handed over to the Collectors of Rajkot, Bhavnagar and Surat and those of the urban tabulation office, Ahmedabad kept in the New Mental Hospital building.

(f) *Surrender of Accommodation hired*

68. On conclusion of sorting operations and before taking up the tabulation, an area admeasuring 3,534 sq. feet was surrendered on 16th March, 1962 by the urban tabulation office at Ahmedabad

from the total area of about 15,000 sq. feet hired from the State Government. Similar action was taken both at Rajkot and Bhavnagar where two buildings were hired for each of the tabulation offices. 'Cannaught Hall' at Rajkot was handed over on 19th January, 1962 to the Rajkot Municipality and the building named 'Parul' at Bhavnagar was restored to the owner on 31st December, 1961. This was not possible at Surat as building hired for tabulation office was compact.

69. On the conclusion of the tabulation and the transfer of records to the Superintendent's Office as also to the Collector's offices, rural tabulation offices were wound up and the remaining premises at Rajkot and Bhavnagar were handed

over to the owners on 30th June, 1962 and 31st May, 1962 respectively. The premises of Surat office were restored to the owner on 1st July, 1962. In case of urban tabulation office at Ahmedabad, it was not possible to surrender the whole office premises as the Central Tabulation Section was organised in the said premises. The additional area of 7,245 sq. feet was, therefore, surrendered to the State Government on 1st March, 1963 after completing the major part of the central tabulation and further additional area of 656 sq. feet was surrendered on 1st July, 1963. The remaining area admeasuring 3,556 sq. feet is being occupied by the census records and binding materials.

CHAPTER III

MECHANICAL TABULATION OF HOUSEHOLD SCHEDULES

HOUSEHOLD SCHEDULES

1. THE HOUSEHOLD SCHEDULE has been introduced for the first time in the Census of 1961. The unit of economic activity in India is household rather than individual. The household schedule has, therefore, been designed to collect data on the chief economic activities of households, namely, cultivation and household industries.

2. In Part I of the Schedule, data on local names of rights on land along with the extent of land under cultivation, whether owned or held from Government or as tenant or given to other persons for cultivation have been collected. As regards household industry, the nature of industry and the number of months in the year during which it is conducted have been collected. The number of members of the family as well as hired workers, if any, working in cultivation and/or household industry has also been collected.

3. Part II gives population record, which replaces the National Register of Citizens prepared in 1951. It gives the name of each individual enumerated along with sex, age, relationship to the head of the household, marital status and the details of work done in case of workers.

ARRANGEMENTS FOR MECHANICAL TABULATION

(1) Organisation undertaking Mechanical Tabulation

4. The Registrar General desired to examine the possibilities of undertaking mechanical tabulation of household schedules for preparing the household tables. Enquiries were, therefore, made with the Director, Bureau of Economics and Statistics, Ahmedabad to find out whether it was possible for the Bureau to take up the work of mechanical tabulation of sample household schedules. Subject to approval by Government of Gujarat, the Director of Bureau of Economics and Statistics agreed to undertake the work on the Power-Samas machines of the Bureau by arranging suitable shifts for the work of the Bureau

and that pertaining to sample household schedules. In addition, 4 hand punches and 4 hand verifiers were also hired from the International Computers and Tabulators, India (Private) Limited. The hired equipments were utilised for both the shifts by the Bureau and the equipments of the Bureau were utilised for one shift. Government of Gujarat accorded the necessary sanction for undertaking the work relating to the mechanical tabulation by suitable adjustment of normal work in the Bureau. The cost on account of census work was decided to be worked out in consultation with the Superintendent of Census Operations and paid from the census budget to the State Government. The Registrar General agreed to assign the work to the Bureau of Economics and Statistics and the work was accordingly undertaken with effect from 12th of July 1961.

(2) Staff for Mechanical Tabulation

5. The staff appointed in the Mechanical Tabulation Section was as under.

| No. of Posts | Designation          | From              | To                | Period Y. M. |
|--------------|----------------------|-------------------|-------------------|--------------|
|              |                      | 1961              |                   |              |
| 6            | Coding Clerks        | July '61          | Dec. '62          | 1-6          |
| 23           | Punch Operators      | July '61          | Dec. '62          | 1-6          |
| 1            | Upper division clerk | July '61          | Oct. '62          | 1-4          |
| 1            | Class IV Servant     | July '61          | Dec. '62          | 1-6          |
| 2            | Punch Operators      | July '61          | Feb. '63          | 1-8          |
| 3            | Statistical Asstt.   | July '61          | Feb. '63          | 1-8          |
| 1            | Class IV Servant     | July '61          | Feb. '63          | 1-8          |
| 2            | Upper division clerk | July '61          | Feb. '63          | 1-8          |
| 1            | Upper division clerk | Oct. '61          | Sept. '62         | 1-0          |
| 1            | Lower division clerk | Jan. '62          | Nov. '62          | 0-11         |
| 1            | Lower division clerk | Nov. '61          | Feb. '63          | 1-4          |
|              |                      | 1962              |                   |              |
| 1            | Tabulation Officer   | Feb. 62 (12-2-62) | Sept. 62 (6-9-62) | 0-7          |
| 1            | Coding Clerk         | May '62           | Feb. 63           | 0-10         |
| 2            | Coding Clerks        | May '62           | Dec. 62           | 0-8          |
| 4            | Sorters              | May '62           | Dec. 62           | 0-8          |

6. Although the staff was under the administrative control of the Superintendent of Census Operations, it worked under the technical guidance of Shri A.L. De'Souza, Asstt. Director in the office of the Director, Bureau of Economics and Statistics, Ahmedabad for which an honorarium of Rs. 75 per month was granted to Shri De'Souza. The office accommodation was made available within the premises of the Bureau of Economics and Statistics and for all practical purposes the staff worked at the Bureau of Economics and Statistics.

7. Necessary training to punch operators was given by the Asstt. Director Shri De'Souza. The section worked for eight hours per day with two weekly offs, which were arranged in such a way as to keep machines working all the days except on very important festival holidays. Subject to certain minimum out-put, coding and punching staff was paid on monthly basis.

(3) Equipments

8. The following machines were taken on hire from the Bureau of Economics and Statistics.

| Kind of Machines | Number |
|------------------|--------|
| A.K.P.           | 6      |
| Auto-verifiers   | 1      |
| Tabulator        | 1      |
| Summery Card     | 1      |
| Punch Machine    | 3      |
| Sorting Machine  |        |

In addition, 4 hand punches and 4 hand verifiers were taken on hire from Messers International Computers and Tabulators India (Pvt.) Limited, Bombay at a monthly rent of Rs. 16 and Rs. 20 respectively. In addition to hire charges an amount of Rs. 300 per machine was paid as re-building charges. Thus in all an amount of Rs. 2,400 was paid as re-building charges for 8 machines for a period from 5-8-1961 to 30-9-1962. One Connection Box for Table C-I had to be prepared at a cost of Rs. 540.35 Paise from Messers International Computers and Tabulators India (Pvt.) Ltd., Bombay.

(4) Furniture

9. 26 tables, 37 chairs, 5 racks and 1 steel cupboard were taken on hire at a monthly rent of Rs. 161.

(5) Punch-cards, Steel cup-boards and Steel trays

10. For tabulating data of sample household schedules 960,000 punch-cards of 65 columns

were purchased at a cost of Rs. 12,950-78 Paise from The International Computers and Tabulators India (Pvt.) Ltd., Bombay.

11. Special arrangements were made for the preservation of punch-cards by purchasing eight steel cup-boards measuring 78"x36"x19" with 13 shelves. While cup-boards were purchased on rate contract, 448 steel trays required for keeping punch-cards were got locally prepared after inviting quotations at a cost of Rs. 4,116. Eight wooden tables were also locally prepared for punch operators at a cost of Rs. 638.

(6) Stationery

12. In the initial stage, stationery required for the Mechanical Tabulation Section was supplied from the stock of stationery available with the Superintendent of Census Operations. Then separate indent was placed with the Controller of Stationery, Calcutta and paper, blotting paper, ink, pencils of different colours, tags, carbon papers, duplicating papers, nibs, erasures, pen-holders, pin packets, ribbons, etc., were supplied by the stationery office.

SCRUTINY OF HOUSEHOLD SCHEDULES

13. The household schedules pertaining to urban areas of the State were stored in the urban tabulation office at Ahmedabad. Likewise, the household schedules from rural areas were stored in the rural tabulation offices organised at Rajkot, Bhavnagar and Surat. Deputy Superintendent of Census Operations incharge of urban tabulation office was instructed to arrange the household schedules of each block of each ward of a town or city according to their consecutive location code numbers for each town or city and keep them separate. Town was taken as a unit for urban areas. Similarly for rural tabulation offices, taluka or mahal was taken as a unit and slips of all the villages in a taluka or mahal were arranged one below the other according to their location code numbers. Random start was fixed for each taluka or mahal and each town by the office of the Superintendent of Census Operations in consultation with the Bureau of Economics and Statistics and instructions were given to the Deputy Superintendents of Census Operations to adopt the same for sampling. As 20 per cent of the household schedules were to be selected for sampling, every fifth household

schedule from number of random start was selected and numbered consecutively at the top above the location code number. These numbers were encircled for distinguishing them from location code numbers. The serial numbers started from 1 onwards and the slips left out from the last number given to the household schedule of one village were carried forward before giving number to the household schedule of another village. Utmost care was exercised to see that no household schedule of any block was left out. Before the selected household schedules were detached from the pads, instructions were given to the Deputy Superintendents of Census Operations to carry out complete scrutiny of these schedules according to the detailed instructions given to them for checking of location code numbers and other contents. Obvious errors and inconsistencies which can be removed by reference to the population records and other details available in the

#### Obvious Error

- 1 Land owned by widows is shown against A-1 (i) as land under cultivation by household and yet there are crosses against C-1 relating to workers at 'household cultivation only'.

In a similar instance, where the head of the household is a male, for whom the description of work is shown in the Census Population Record as 'Cultivation', the presumption is that there is household cultivation and C-1 may be corrected with reference to the entries made in the Census Population Record. (Absence of area entries under 'A' should be presumed to be 'not stated').

- 2 Household industry is shown against B in the Schedule and there are crosses in the columns relating to A-Cultivation. But in section C, entries are made against C-3 relating to workers both in household cultivation and household industry.
- 3 There are crosses against A & B and entries in C-1. The Census Population Record does not show any member as engaged in the cultivation or household industry.
- 4 The head of the household is a female shown as such at the top of the household schedule, as well as at the back of the schedule in the Census Population Record, which further shows that she is engaged in cultivation. There are corresponding entries in A-1 also. But against C-1, she is shown under 'other females', though the total number of workers is only one.

schedules were rectified before the slips were detached. The slips were then carefully taken out from the pads after removing wire stitching and the pads re-arranged in the bundles according to blocks, circles and charges as fixed. Records of the schedules removed were kept on the cover of each pad and the records of the slips detached from each pad were preserved in the records of the offices of the Deputy Superintendents of Census Operations. Special training was given to the staff engaged in providing omission and corrections of inconsistencies in the schedules. No numbers were given to household schedules of institutions, wrong household schedules filled in for shops, houseless persons and non-residential establishments. They were not taken into account in counting every fifth household for sampling. Following instructions were issued by the Registrar General, India for correction of obvious errors.

#### Registrar General's Instructions

On reference to the 'Census Population Record' if cultivation is not shown under the heading 'Description of work', the presumption is that the land is given on lease and should be shown in A-2 as given to private persons for cultivation.

Entries against C-3 should be crossed and shown against C-2 unless C-3 is corroborated by entries in the Census Population Record. But if the Census Population Record shows the entries for cultivators and no land is given under A-1, the area should be treated as 'not stated' under A-1 (i).

The entries in C-1 being wrong should be crossed out.

The figure '1' should appropriately be entered under the column-'Head of the family' in C-1.

#### Obvious Error

- 5 There are crosses in A and/or B, and entries appear to have been made sometimes against C-1 and sometimes against C-2.
- 6 The figures in C-1 or C-2 are repeated in C-3, though A/B is blank or crossed.

- 7 Entries both in A & B. Entries in C-1 and C-2 instead in C-3.

- 8 'A' is crossed; 'B' is blank, and entries are made in C-2 and C-3.

- 9 The Schedule is absolutely blank. There are neither crosses nor any entries made; but the Census Population Record shows that the head of the household is engaged in household industry. There is also an indication from the surname that this Household Industry should be 'Livestock raising' as it belongs to the caste of Rabari, i. e., Cattle Graziers.
- 10 A-1 shows 30 acres in household cultivation, but crosses against B and C; Census Population Record shows the head as engaged in cultivation and wife as agricultural labourer, who presumably works with him in his own field.
- 11 In some stray instances trade is shown as household industry with corresponding entries in C-2.
- 12 There are entries against A-1 (i) land under cultivation by a household giving local name of 'right on land', but there is no mention of the acreage. There are crosses in B. C-1 shows 3 persons as engaged in Household Cultivation only.
- 13 A shows 18 acres against A-1 (i) and crosses against B and C-1. Census Population Record shows 2 persons in the household-husband and wife. Husband is shown as employed in Railway and 'domestic work' against wife.
- 14 A & B are blank, but entry against C-1 shows that the head is engaged in cultivation, a fact which is further confirmed by the description of work in the Census Population Record.
- 15 The nature of 'right on land' is mentioned against A, but not the acreage. C-1 shows '1' against the head and '1' against 'Other Males', total 2. This is confirmed by the Census Population Record.

#### Registrar General's Instructions

This is wrong. There should be crosses in all the columns of C also, if the Population Record does not show any worker in Cultivation or Household Industry.

This is not correct. Entries in C-3 should be crossed out if the Population Record does not show any worker in Cultivation where C-2 is entered or in household industry where C-1 is entered.

Entries in C-1 and C-2 should be crossed out and proper entries made against C-3 only, after necessary verification from the Census Population Record. In transferring the figures to C-3, care must be taken to see that the figures of C-1 and C-2 are not mechanically added up to make C-3, the reason being that at least several family workers will be commonly working in both cultivation and household industry. Though it may be possible to verify the number of family workers it will not be possible to verify the number of hired workers from the Population Record. The best thing would be to add the figures under C-1 and C-2 and enter the figures under C-3 for hired workers.

If from the Population Record, it is ascertained that the industry is household industry, B should be filled up with reference to the industry recorded and entry under C-2 only retained. Otherwise the entries under C-2 and C-3 should be crossed.

Entry against B can only be made if the household industry is mentioned in the Population Record and not on the basis of Surname, the reason being that he may be a hired worker in somebody else's household industry.

Under C-1 there should be '1' under 'Head' and '1' under 'other females'. Agricultural labourer for wife is clearly a mistake in classification.

There should be crosses in B as well as in C-2.

The area should be treated as 'not stated' under A-1 (i).

The presumption is that there is no household cultivation and that entry in A-1 (i) should be transferred to A-2.

The area should be treated as 'not stated' under A-1 (i).

The area will be treated as 'not stated' under A-1 (i) or A-1 (ii) as the case may be.

*Obvious Error*

- 16 'Household duty' is taken as 'household industry' while making entries against C-2, though there is no entry against 'B'. On verification of the Census Population Record, it is found that the entry in C-2 relates to the female of the household doing domestic work.
- 17 The Schedule is blank. There is no indication from Census Population Record.
- 18 There are entries against A-1. B & C are blank.
- 19 There is no entry under B in the column relating to the 'Number of months' in the year during which the household industry is conducted.
- 20 In the column for 'Number of months worked' the figures are given in days instead of months.

14. The following additional instructions were also issued by the Registrar General, India for the checking of the sample household schedules.

(i) Check up the Location Code given at the top of the 'household schedule'. In no case it should be blank.

(ii) In the 2nd parallelogram in the right hand corner against SC/ST, if a Caste/Tribe name is written, verify from the list of S.C./S.T. whether the caste/tribe belongs to S.C./S.T. If so write S.C./S.T. as the case may be, otherwise cross the entry.

(iii) Check up the figure given in II (iii); it is the total of AI(i) & AI (ii).

(iv) In the third column against A 'area in acres' is recorded. If the area is given in local measure and is not converted to acre then convert the area figures in acres.

(v) If the household industry has not been described in detail, e.g., *Kolhu Chalana*, complete the details with the help of population record if possible.

(vi) In case of omissions for 'relationship to head' and 'marital status' fill up the omissions with the help of instructions for treatment of omissions given on page 5 of Sorting and Compilation Instructions.

(vii) Check up the figures given against 'Total Persons' at the bottom of the Census Population Record.

*Registrar General's Instructions*

C-2 should be crossed.

A big cross should be placed over the Schedule.

Entries should be made in C-1 with reference to the Census Population Record, which shows that the 'Head' is engaged in cultivation. If there are any hired workers, it will not be taken into account, because they will not figure in the Census Population Record. Also any family worker who was not in the household during the period of enumeration will also be not included.

The period should be entered with reference to the nature of the household industry. If it is not possible then the period may be treated as 'not stated'.

The figures may be converted into months. In cases where the number of days is less than a month, it should be treated as one month.

(viii) In case of big households which are accommodated in more than one household schedule, in marking the sample the entire household should be taken and the figure for 'Total Persons' has to be worked out for the entire household and given in the 2nd household schedule. In some cases the totals may have been written for each schedule and not for the entire household.

*SAMPLING, CODING AND PUNCHING*

15. Sampling of the household schedules was carried out by the tabulation offices as per instructions given by the Superintendent of Census Operations which are reproduced below.

*Instructions for selection of 20 per cent Household Schedule Slips*

(1) The tabulation of the household schedule slips filled at the time of 1961 Census is to be undertaken by the Bureau of Economics and Statistics. As this tabulation is to be done mechanically and on sample basis, proper set of instructions for selection of 20 per cent household schedule slips from the household schedule pads is essential, so that all the different operations of machine tabulation of household schedules is done scientifically on correct and systematic lines.

(2) As the household schedule slips are received in the tabulation offices separately for

urban and rural areas, instructions for selection of household schedule slips are detailed accordingly with certain general instructions to be noted by both the urban and rural tabulation offices. As the work of selecting 20 per cent slips is one of the most important preliminary operations on which will depend other subsequent operations of coding, punching, verification, etc., all Deputy Superintendents of Census Operations and Tabulation Officers should carefully note these instructions and should ensure that all the various operations are done very carefully under their personal supervision and guidance.

*Urban Areas*

(3) Before taking the bundle of household schedules of any town/city for selecting the slips, it should be carefully examined by the Tabulation Officer that the household schedules of all the blocks of each ward of every town/city are systematically arranged in order and thus not a single block or ward of any town/city is omitted or left out. After arranging all the household schedule pads in proper order from first block of the first ward to the last block of the last ward of every town/city, treat each town/city as a separate unit. A running serial number starting from 1 onwards is to be given on the top of the household schedule slip in the middle for each town/city. This serial number should not be given on the right hand corner of the household schedule slip. For the next town/city, fresh serial number starting with 1 onwards again is to be given. This procedure of giving fresh serial number starting with 1 onwards is thus to be repeated for each town/city.

(4) Different random start numbers were fixed for each town/city and assigned accordingly. From this list, the random start as shown against that particular town/city is to be taken and that will be the first number to be encircled from the numbers given on the household schedule slips. As 20 per cent of the household schedule slips are to be selected, every 5th household schedule slip from the number of the random start is thus selected and will be encircled. For example, if in Prantij town, there are say 2,343 households and the random start as given in column 4 of the list of Urban Areas is say 5, then the serial numbers to be encircled on the

household schedule slips will be 5, 10, 15, 20.....2,340. It should be very carefully noted that random start as given in the list and the sampling fraction of every 5th household slip should not be confused one with the other. Both are distinctly separate.

(5) After fully ensuring and verifying that the random start shown for the particular town/city/taluka/mahal is properly taken according to the list and every 5th household schedule slip from this random start is encircled, all such sampled slips with encircled numbers are to be detached very carefully from the household schedule pads and these slips should be stitched into bundles of 200 each by putting at the top of each bundle separate blank thick paper with identification particulars as below.

- 1 Name of the District.....
- 2 Name of the Taluka/Mahal.....
- 3 Name of the Town/City.....
- 4 Random start.....
- 5 Number of sampled slips from—to—
- 6 Total number of sampled slips in the bundle—.

(6) Besides recording the above identification particulars on a separate paper, at the time of stitching the bundles of sampled slips, one blank thick paper may also be attached after the last serial number of each bundle of sampled slips, so that these slips can be handled properly and the last slip of the bundle is not destroyed or made dirty and the entire bundle of sampled slips is kept intact.

*Rural areas*

(7) The household schedule slips of all the villages in a taluka/mahal should be carefully checked and arranged in proper order, taking particular care to see that not a single village is omitted or left out from the taluka/mahal. Like town/city as a unit in urban areas, every taluka of the district is to be treated as a separate unit in case of rural areas. Running serial numbers starting with 1 onwards will, therefore, be given to all the household slips in a taluka. Fresh serial numbers starting with 1 onwards for each taluka is to be given separately. This procedure of giving fresh serial numbers starting with 1 onwards is thus to be repeated for each taluka.

(8) A random start for each taluka has been assigned as per list given at pages 47-48. From this list, the random start as shown against that particular taluka is to be taken and that will be the first number to be encircled and thereafter every 5th household slip is to be encircled. For example, if for say Mahuva taluka, the random start as given in Column 4 of the list for rural areas, is 4 and there are say 8,939 households slips, the household schedule slips to be selected and the numbers to be encircled will be 4, 9, 14, 19, 24, 29.....8,939. It should be carefully noted that for each taluka a different random start is to be taken and random start is different from the interval of every 5th household to be encircled.

(9) As soon as the marking of 20 per cent sampled slips for a particular taluka is completed, these slips will be detached very carefully from the household schedule pads and stitched into bundles of 200 each. All other instructions as given for urban areas in items (5) and (6) regarding stitching and putting up one covering page at the top with identification particulars as mentioned therein and one blank page at the end of last sampled slip in each bundle, should be carefully noted.

(10) *General Instructions*

(a) The serial numbers to be written in the middle of the household schedule slip should be written legibly and clearly in ink. It should be carefully noted that not a single serial number is missed and that the random start is taken correctly as per list and every 5th household slip is correctly encircled. All the selected sample slips should be arranged serially and in proper order.

(b) In case any number is not written clearly or wrongly written, the correct number should be written again, instead of overwriting on the same number.

(c) The selected sampled household schedule slips should be detached most carefully and should be detached in such a way that no written matter of the slip remains in the pad while detaching. As

the entries on these slips are to be coded, it should be carefully seen while detaching the sampled slips that no written matter of the slip remains in the pad while detaching the slips.

(d) As these sampled slips are to be punched also, it should also be carefully noted that while stitching these slips into bundles of 200 each, the stitching is done in such a way on the left hand side margin that sufficient space is kept for reading the entries for punchers. It should also be noted while stitching the sampled slips into bundles of 200 each that not a single slip from the bundle remains unstitched or loose.

(e) After the selected sampled slips are detached from the household schedule pads, these pads should not be kept in a disorderly way but should be arranged systematically blockwise/wardwise for every town/city and village wise for every taluka and every district. Only the selected sampled slips with encircled numbers tied in bundles of 200 each are to be despatched to the Bureau of Economics and Statistics, Ahmedabad after the instructions are received from the office of the Superintendent of Census Operations and the remaining slips of the pads are to be retained in proper order in the respective tabulation offices.

(f) All the bundles of the selected sampled slips of towns/cities/talukas of a particular district should be arranged in proper order as per serial codes given in the location code statement.

(g) All the Deputy Superintendents of Census Operations should in their weekly progress reports submitted to the Superintendent of Census Operations' office furnish the details about the progress of this work, stating therein the districtwise total number of household schedule slips in a town/city/taluka, number of household schedule slips marked and bundles

made during the week, household schedule slips marked up to the end of the preceding week and the household schedule slips remaining to be marked at the end of the week. For this pur-

pose a weekly progress report in a suitable proforma should, therefore, be asked by the Tabulation Officer from individual sorter and supervisor entrusted with this work.

*Random starts to be used for selection of 20 per cent household schedules for rural areas of taluka/mahals*

| Name of District<br>with location<br>code number | Name of Taluka/Mahal | Code number<br>of Taluka/Mahal | Random<br>start | Name of District<br>with location<br>code number | Name of Taluka/Mahal | Code number<br>of Taluka/Mahal | Random<br>start |
|--------------------------------------------------|----------------------|--------------------------------|-----------------|--------------------------------------------------|----------------------|--------------------------------|-----------------|
| 1                                                | 2                    | 3                              | 4               | 1                                                | 2                    | 3                              | 4               |
| 1 JAMNAGAR                                       | Jamnagar . .         | 1                              | 1               | 4 BHAVNAGAR—contd.                               |                      |                                |                 |
|                                                  | Dhrol . .            | 2                              | 5               |                                                  | Gariadhar . .        | 9                              | 2               |
|                                                  | Jodiya . .           | 3                              | 4               |                                                  | Kundla . .           | 10                             | 3               |
|                                                  | Kalavad . .          | 4                              | 5               |                                                  | Mahuva . .           | 11                             | 2               |
|                                                  | Lalpur . .           | 5                              | 2               |                                                  | Talaja . .           | 12                             | 4               |
|                                                  | Jamjodhapur . .      | 6                              | 5               | 5 AMRELI                                         | Amreli . .           | 1                              | 4               |
|                                                  | Okhamandal . .       | 7                              | 3               |                                                  | Kunkavav-Vadia . .   | 2                              | 3               |
|                                                  | Kalyanpur . .        | 8                              | 3               |                                                  | Babra . .            | 3                              | 1               |
|                                                  | Khambhalia . .       | 9                              | 4               |                                                  | Lathi . .            | 4                              | 1               |
|                                                  | Bhanvad . .          | 10                             | 1               |                                                  | Lilia . .            | 5                              | 1               |
| 2 RAJKOT                                         | Rajkot . .           | 1                              | 4               |                                                  | Dhari . .            | 6                              | 2               |
|                                                  | Jasdan . .           | 2                              | 2               |                                                  | Khambha . .          | 7                              | 2               |
|                                                  | Paddhari . .         | 3                              | 1               |                                                  | Rajula . .           | 8                              | 2               |
|                                                  | Gondal . .           | 4                              | 3               |                                                  | Jafrabad . .         | 9                              | 1               |
|                                                  | Lodhika . .          | 5                              | 4               |                                                  | Kodinar . .          | 10                             | 5               |
|                                                  | Kotda Sangani . .    | 6                              | 4               | 6 JUNAGADH                                       | Junagadh . .         | 1                              | 1               |
|                                                  | Morvi . .            | 7                              | 4               |                                                  | Bhesan . .           | 2                              | 2               |
|                                                  | Maliya . .           | 8                              | 5               |                                                  | Visavadar . .        | 3                              | 5               |
|                                                  | Wankaner . .         | 9                              | 3               |                                                  | Mendarda . .         | 4                              | 4               |
|                                                  | Jetpur . .           | 10                             | 2               |                                                  | Mangrol . .          | 5                              | 2               |
|                                                  | Dhoraji . .          | 11                             | 1               |                                                  | Manavadar . .        | 6                              | 2               |
|                                                  | Jamkandorna . .      | 12                             | 2               |                                                  | Keshod . .           | 7                              | 4               |
|                                                  | Upleta . .           | 13                             | 3               |                                                  | Vanthali . .         | 8                              | 3               |
| 3 SURENDRANAGAR                                  |                      |                                |                 |                                                  | Patan Vcraval . .    | 9                              | 1               |
|                                                  | Wadhwan . .          | 1                              | 3               |                                                  | Malia . .            | 10                             | 1               |
|                                                  | Muli . .             | 2                              | 5               |                                                  | Talala . .           | 11                             | 1               |
|                                                  | Chotila . .          | 3                              | 5               |                                                  | Una . .              | 12                             | 4               |
|                                                  | Limbdi . .           | 4                              | 1               |                                                  | Porbandar . .        | 13                             | 1               |
|                                                  | Lakhtar . .          | 5                              | 4               |                                                  | Ranavav . .          | 14                             | 1               |
|                                                  | Sayla . .            | 6                              | 3               |                                                  | Kutiyana . .         | 15                             | 5               |
|                                                  | Dhrangadhra . .      | 7                              | 3               | 7 KUTCH                                          | Bhuj . .             | 1                              | 5               |
|                                                  | Halvad . .           | 8                              | 5               |                                                  | Nakhatrana . .       | 2                              | 3               |
|                                                  | Dasada . .           | 9                              | 3               |                                                  | Lakhat . .           | 3                              | 3               |
| 4 BHAVNAGAR                                      | Bhavnagar . .        | 1                              | 3               |                                                  | Abdasa . .           | 4                              | 2               |
|                                                  | Ghogho . .           | 2                              | 2               |                                                  | Mandvi . .           | 5                              | 3               |
|                                                  | Vallabhipur . .      | 3                              | 3               |                                                  | Mundra . .           | 6                              | 4               |
|                                                  | Botad . .            | 4                              | 5               |                                                  | Anjar . .            | 7                              | 2               |
|                                                  | Gadhadra . .         | 5                              | 3               |                                                  | Bhachau . .          | 8                              | 1               |
|                                                  | Palitana . .         | 6                              | 5               |                                                  | Rapar . .            | 9                              | 3               |
|                                                  | Sihor . .            | 7                              | 2               |                                                  | Khadir . .           | 10                             | 2               |
|                                                  | Umralla . .          | 8                              | 2               |                                                  | Khavda . .           | 11                             | 2               |

| Name of District with location code number | Name of Taluka/Mahal | Code number of Taluka/Mahal | Random start | Name of District with location code number | Name of Taluka/Mahal | Code number of Taluka/Mahal | Random start |
|--------------------------------------------|----------------------|-----------------------------|--------------|--------------------------------------------|----------------------|-----------------------------|--------------|
| 1                                          | 2                    | 3                           | 4            | 1                                          | 2                    | 3                           | 4            |
| 8 BANASKANTHA                              | Palanpur . . .       | 1                           | 1            | 13 PANCHMAHALS— <i>contd.</i>              |                      |                             |              |
|                                            | Danta . . .          | 2                           | 4            |                                            | Jambughoda . . .     | 4                           | 4            |
|                                            | Vadgam . . .         | 3                           | 4            |                                            | Shahera . . .        | 5                           | 5            |
|                                            | Dhanera . . .        | 4                           | 1            |                                            | Lanavada . . .       | 6                           | 5            |
|                                            | Decsa . . .          | 5                           | 1            |                                            | Santrampur . . .     | 7                           | 1            |
|                                            | Kankrej . . .        | 6                           | 1            |                                            | Jhalod . . .         | 8                           | 5            |
|                                            | Vav . . .            | 7                           | 1            |                                            | Dohad . . .          | 9                           | 3            |
|                                            | Tharad . . .         | 8                           | 3            |                                            | Limkheda . . .       | 10                          | 1            |
|                                            | Deodar . . .         | 9                           | 5            |                                            | Devgad Baria . . .   | 11                          | 2            |
|                                            | Radhampur . . .      | 10                          | 1            | 14 BARODA                                  | Baroda . . .         | 1                           | 2            |
|                                            | Santalpur . . .      | 11                          | 5            |                                            | Savli . . .          | 2                           | 3            |
| 9 SABARKANTHA                              |                      |                             |              |                                            | Vaghodia . . .       | 3                           | 3            |
|                                            | Idar . . .           | 1                           | 1            |                                            | Padra . . .          | 4                           | 1            |
|                                            | Khed Brahma . . .    | 2                           | 5            |                                            | Karjan . . .         | 5                           | 4            |
|                                            | Vijaynagar . . .     | 3                           | 4            |                                            | Sinor . . .          | 6                           | 4            |
|                                            | Bliloda . . .        | 4                           | 4            |                                            | Dabhoi . . .         | 7                           | 1            |
|                                            | Himatnagar . . .     | 5                           | 5            |                                            | Sankheda . . .       | 8                           | 1            |
|                                            | Prantij . . .        | 6                           | 1            |                                            | Tilakwada . . .      | 9                           | 2            |
|                                            | Modasa . . .         | 7                           | 3            |                                            | Nasvadi . . .        | 10                          | 4            |
|                                            | Meghraj . . .        | 8                           | 4            |                                            | Ghota Udaipur . . .  | 11                          | 4            |
|                                            | Malpur . . .         | 9                           | 4            |                                            | Jabugam . . .        | 12                          | 5            |
|                                            | Bayad . . .          | 10                          | 5            | 15 BROACH                                  | Broach . . .         | 1                           | 4            |
| 10 MEHSANA                                 | Patan . . .          | 1                           | 3            |                                            | Vagra . . .          | 2                           | 5            |
|                                            | Chanasma . . .       | 2                           | 5            |                                            | Jambusar . . .       | 3                           | 5            |
|                                            | Sami . . .           | 3                           | 2            |                                            | Amod . . .           | 4                           | 3            |
|                                            | Harij . . .          | 4                           | 4            |                                            | Anklesvar . . .      | 5                           | 1            |
|                                            | Mehsana . . .        | 5                           | 2            |                                            | Hansot . . .         | 6                           | 3            |
|                                            | Sidhpur . . .        | 6                           | 3            |                                            | Jhagadia . . .       | 7                           | 2            |
|                                            | Kheralu . . .        | 7                           | 1            |                                            | Nandod . . .         | 8                           | 2            |
|                                            | Visnagar . . .       | 8                           | 1            |                                            | Valia . . .          | 9                           | 2            |
|                                            | Vijapur . . .        | 9                           | 4            |                                            | Dediapada . . .      | 10                          | 1            |
|                                            | Kadi . . .           | 10                          | 4            |                                            | Sagbara . . .        | 11                          | 2            |
|                                            | Kalol . . .          | 11                          | 4            | 16 SURAT                                   | Olpad . . .          | 1                           | 5            |
| 11 AHMEDABAD                               | Ahmedabad City . . . | 1                           | 2            |                                            | Mangrol . . .        | 2                           | 2            |
|                                            | Viramgam . . .       | 2                           | 1            |                                            | Kamrej . . .         | 3                           | 3            |
|                                            | Daskroi . . .        | 3                           | 1            |                                            | Chorasi . . .        | 4                           | 4            |
|                                            | Dehgam . . .         | 4                           | 5            |                                            | Palsana . . .        | 5                           | 4            |
|                                            | Sanand . . .         | 5                           | 3            |                                            | Mandvi . . .         | 6                           | 4            |
|                                            | Dholka . . .         | 6                           | 2            |                                            | Songadh . . .        | 7                           | 1            |
|                                            | Dhandhuka . . .      | 7                           | 2            |                                            | Vyara . . .          | 8                           | 3            |
| 12 KAIRA                                   | Nadiad . . .         | 1                           | 5            |                                            | Bardoli . . .        | 9                           | 3            |
|                                            | Kapadvanj . . .      | 2                           | 3            |                                            | Valod . . .          | 10                          | 3            |
|                                            | Mehmedabad . . .     | 3                           | 2            |                                            | Navsari . . .        | 11                          | 1            |
|                                            | Matar . . .          | 4                           | 4            |                                            | Gandevi . . .        | 12                          | 1            |
|                                            | Anand . . .          | 5                           | 2            |                                            | Mahuva . . .         | 13                          | 2            |
|                                            | Thasra . . .         | 6                           | 3            |                                            | Bansda . . .         | 14                          | 5            |
|                                            | Balasinor . . .      | 7                           | 3            |                                            | Bulsar . . .         | 15                          | 3            |
|                                            | Petlad . . .         | 8                           | 5            |                                            | Chikhli . . .        | 16                          | 1            |
|                                            | Cambay . . .         | 9                           | 3            |                                            | Dharampur . . .      | 17                          | 5            |
|                                            | Borsad . . .         | 10                          | 2            |                                            | Pardi . . .          | 18                          | 2            |
| 13 PANCHMAHALS                             | Godhra . . .         | 1                           | 3            |                                            | Umbergaon . . .      | 19                          | 1            |
|                                            | Kalol . . .          | 2                           | 1            |                                            | Uchhal . . .         | 20                          | 4            |
|                                            | Halol . . .          | 3                           | 5            |                                            | Nizar . . .          | 21                          | 5            |
|                                            |                      |                             |              | 17 DANGS                                   | Dangs . . .          | 1                           | 5            |

Remark :

Random Numbers used:

Starting from Col. No. 27 and row one and onwards taken from the Book of Random Sampling Numbers of National Sample Survey for sixteenth round ending in column No.35 row No. 10.

16. Coding was done in the Bureau of Economics and Statistics. The instructions were drawn by the Assistant Director, Shri De'Souza incharge of the work pertaining to the mechanical tabulation of the household schedules. Coding clerks appointed for the purpose were given training and their work was checked by the upper division clerks. A card having 65 columns suitable for Power Samas Machine was designed by the Bureau of Economics and Statistics which was approved by the Registrar General, India. The design of the card was prepared in such a way as to accommodate the necessary information for one household required for household economic tables and also additional information regarding the head of the household belonging to Scheduled Castes and Scheduled Tribes, occupation of the head of the household and marital status of the head of the household which were not required immediately for tabulation. All the Household Economic Tables from B-X to B-XVII, C-I and SCT-V Parts-A & B were prepared by using the tabulator and the sorters. Detailed instructions were given to the coding clerks for coding the household schedules. A norm of 250 household schedules per person per day was fixed for coding.

17. Punching was undertaken after imparting necessary training to the punch operators. The output on the Automatic Key Punches was found to be double than that of hand machines. Norm for Automatic Key Punches was, therefore, fixed at 400 cards per person per day and that for hand punches had to be fixed at 200 cards per person per day. The norms also included verification. As it was not necessary to wait till all the cards of the district were verified, the process of taking punched cards was started immediately after the cards of a particular taluka were punched and verified. After gaining experience, the coders and punch operators gave better output which was more than the norms fixed and the number of mistakes reduced.

#### PILOT TABULATION

18. With a view to find out the overall time required for mechanical tabulation, it was decided to carry out pilot tabulation of the Household Economic Tables from 20% sample, in respect of household schedules of Kalol taluka of Panchmahals

district. As there was only one tabulator in the Bureau, it was used for the Bureau's work in first shift and for household tabulation in the second shift. Machine tabulation of one taluka took two days. In all 10 specimen Tables B-X to B-XVII, C-I, SCT-V Part A and SCT-V Part-B were prepared in the month of March 1962. During pilot tabulation at the time of very first Table B-X, the cards were fed through the sorter in batches of 100 cards at a time. This was the reason for taking more time in the machine tabulation for one taluka. It was necessary to reduce the time required for tabulation. It was, therefore, decided to process the cards in larger batches of 500 to start with, to be increased to 1,000 in due course for preparation of Table B-X. This resulted in reducing the time. Further tabulation was carried out on those lines.

#### TABULATION

19. The tabulation programme included 10 tables based on the data collected in the household schedules. All these tables have been prepared on the 20 per cent sample of household schedules. Following is the list of the tables prepared by mechanical tabulation.

1 B-X—Sample Households (i) engaged neither in Cultivation nor Household Industry, (ii) engaged either in Cultivation or Household Industry but not in both and (iii) engaged both in Cultivation and Household Industry for All Areas

2 B-XI—Sample Households engaged in Cultivation classified by Interest in Land and Size of Land cultivated in Rural and Urban Areas separately

3 B-XII—Sample Households engaged in Cultivation only classified by Size of Land cultivated and Number of Family Workers and Hired Workers in Rural and Urban Areas separately

4 B-XIII—Sample Households engaged both in Cultivation and Household Industry showing Size of Land cultivated classified by Principal Household Industry in Rural and Urban Areas separately

- 5 B-XIV—Sample Households engaged only in Household Industry classified by Principal Household Industry in All Areas  
Part A—Households classified by Major Groups of Principal Household Industry and Number of Persons engaged  
Part B—Households classified by Major Groups of Principal Household Industry
- 6 B-XV—Sample Households engaged both in Cultivation and Household Industry classified by Size of Land in Rural and Urban Areas separately
- 7 B-XVI—Sample Principal Household Industry classified by Period of Working and Total Number of Workers engaged in Household Industry in All Areas
- 8 B-XVII—Sample Households classified by (i) Number of Male and Female Members by Size of Households and (ii) Engagement (a) Neither in Cultivation nor in Industry (b) In Household Industry only and (c) In Cultivation subclassified by Size of Land cultivated
- 9 C-I—Composition of Sample Households by Relationship to Head of Family classified by Size of Land cultivated
- 10 SCT-V—Sample Households engaged in Cultivation classified by Interest in Land and Size of Land Cultivated in Rural Areas Only  
Part A—for Scheduled Castes  
Part B—for Scheduled Tribes

As these tables have been prepared for the first time, they are unique and likely to be very valuable for future planning.

20. The following subsidiary tables based on the Household Economic Tables were also prepared.

- B-X. 1—Distribution of 1,000 Sample Households (i) Engaged neither in Cultivation nor Household Industry (ii) Engaged either in Cultivation or Household Industry but not in Both and (iii) Engaged Both in

Cultivation and Household Industry for All Areas (Based on 20% Sample)

- B-XI.1—Distribution of 1,000 Sample Households Engaged in Cultivation by Interest in Land and Size of Land Cultivated in Rural Areas only (Based on 20% Sample)
- B-XII.1—Distribution of 1,000 Sample Households Engaged in Cultivation by Size of Land Cultivated in Rural Areas only (Based on 20% Sample)
- B-XII.2—Distribution of 1,000 Sample Households Engaged in Cultivation by size of Land cultivated and Working Strength in Rural Areas only (Based on 20% Sample)
- B-XII.3—Distribution of 1,000 Sample Household Workers (Family/Hired) Engaged in Cultivation with and without Household Industry by each Size of Land cultivated and Size of Employment by Family and Hired Workers in Rural Areas only (Based on 20% Sample)
- B-XII.4—Average Number of Family and Hired Workers per Cultivating Household by each Size of Cultivated Holding in Rural Areas only (Based on 20% Sample)
- B-XIV—Distribution of 1,000 Sample Households Engaged in Household Industry only by Principal Household Industry and Working Strength in All Areas (Based on 20% Sample)
- B-XIV—Distribution of 1,000 Sample Households Engaged in Household Industry only by Principal Household Industry (Division/Major/Minor Groups) in All Areas (Based on 20% Sample)
- B-XVI.1—Distribution of 1,000 Sample Households Engaged in Household Industry

- (With and Without Cultivation) by Principal Household Industry in each Duration (Based on 20% Sample)
- B-XVI.2—Distribution of 1,000 Sample Household Workers Engaged in Principal Household Industry (With and Without Cultivation) by Family and Hired Workers in each Duration (Based on 20% Sample)
- B-XVI.3—Average Number of Family and Hired Workers per Household
- Engaged in Principal Household Industry (With and Without Cultivation) by the Duration of Household Industry in Rural and Urban Areas (Based on 20% Sample)
- B-XVII.1—Distribution of 1,000 Sample Households by Size of Households (Based on 20% Sample)
- C.I.1 —Family Composition of 1,000 Sample Households Total / Rural / Urban Population (Based on 20% Sample)

CHAPTER IV  
CENTRAL TABULATION

ORGANISATION OF CENTRAL TABULATION OFFICE

(i) Arrangements for Accommodation

1. It was NOT possible to accommodate the Central Tabulation Section in the head office situated at 10, Gandhi Baug, Ahmedabad. There was no possibility of securing a separate accommodation for the Central Tabulation Section, as there is a great dearth of office accommodation at Ahmedabad, which has become a temporary capital of the Government of Gujarat. It was, therefore, not possible to organise the Central Tabulation Section till 4th October, 1961 when the work pertaining to housing tabulation was completed and the premises at Madalpur were made available to the Central Tabulation Section. The staff engaged for housing tables was employed in the Central Tabulation Section. These premises were utilised for accommodating Central Tabulation Section till March 1962 when the work pertaining to urban tabulation was completed and the premises occupied by the office of the Deputy Superintendent of Census Operations for Urban Tabulation located at New Mental Hospital building was made available for the location of Central Tabulation Section. Thus from 5th October, 1961 to 31st March, 1962, the Central Tabulation Section was located at Madalpur. The Deputy Superintendent (Head-quarters) remained in charge of that section during the said period. From April 1962, the staff of the Central Tabulation Section was transferred to the New Mental Hospital and was placed at the disposal of the Deputy Superintendent of Census Operations for Urban Tabulation and the premises at Madalpur were utilised for organising the Special Studies Section of the Superintendent's office. The staff of the Central Tabulation Section continued to occupy the new premises till 30th June, 1963 when these premises were made over to the District Census Handbook Section.

(ii) Staff Set-up

2. The staff in the Central Tabulation Section comprised of 1 Deputy Superintendent, 3 Tabulation Officers, 9 statistical assistants, 1 technical assistant, 10 tabulation assistants, 1 investigator, 1 head clerk, 1 upper division clerk, 1 cashier, 2 record keepers, 3 lower division clerks, 1 machine operator, 11 typists, 6 comptists, 14 supervisors, 53 compiler-checkers, 15 compilers, 33 assistant compilers, 96 sorters, 1 daftary and 8 class IV servants. In addition, 1 Tabulation Officer from Bhavnagar tabulation office worked in the Central Tabulation Section for a period of 1 month in 1962. The posts of 2 lower division clerks, 3 supervisors, 8 compiler-checkers and 53 sorters were terminated in 1962. The posts of 1 Tabulation Officer, 4 statistical assistants, 7 tabulation assistants, 4 comptists, 1 head clerk, 1 upper division clerk, 1 cashier, 1 lower division clerk, 7 typists, 9 supervisors, 43 compiler-checkers, 9 compilers, 26 assistant compilers, 43 sorters and 6 class IV servants were terminated in 1963 when the bulk of the work pertaining to central tabulation was completed. Progressive reduction was made in the remaining staff as and when the bulk of work in the section was completed. The sorters were employed for doing sorting of Special Migrant Tables for Ahmedabad City. The details of the staff are given in Appendix IV(B).

(iii) Furniture and Other Equipments, if any

3. Most of the furniture required for the Central Tabulation Section was available from the urban tabulation office as the sorting work was completed when the central tabulation was organised. The tables and chairs got prepared for regional tabulation offices at Bhavnagar and Surat were also transferred to the Central Tabulation Section. The remaining furniture such as

tables with drawers, folding tables, ordinary chairs and few folding chairs had to be taken on hire varying in number from month to month according to the requirement in the section. The total amount of hire charges paid was Rs. 1,762.12 P.

CENTRAL TABULATION UNIT

Compilation of A-series Tables and Union Primary Census Abstract

4. One team consisting of 1 statistical assistant, 2 compilers and 4 assistant compilers was formed for the compilation of A-series tables, their appendices and Union Primary Census Abstract. After the checking of Primary Census Abstract was over and final figures for districts were established, the work of compilation of this series was started.

5. In A-series tables, there were four tables, viz., A-I, A-II, A-III and A-IV. Table A-I pertains to area, houses and population. This was prepared on the basis of the Primary Census Abstract. Table A-II gives variation in population during 60 years. The figures of previous censuses given in this table have been adjusted to their present boundaries of districts on the basis of the formula prescribed by the Registrar General, India, as separate population figures of the various units and villages now forming part of different districts of the State are not available for the previous censuses. Table A-III shows villages classified by population. This table was received from the tabulation offices, showing figures for the districts under their charges. The figures of this table were checked vertically and horizontally in the Central Tabulation Unit, and figures for divisions and the State were arrived at. Table A-IV gives data regarding towns and town-groups classified by population in 1961 with variations since 1901. This table was compiled in the Central Tabulation Unit. The Union Primary Census Abstract was prepared on the basis of the Primary Census Abstract.

6. These tables are preceded by the flyleaves which are very elaborate and comprehensive. Some of the inset tables given in these flyleaves show figures for previous censuses from 1901 to 1951. For example the flyleaf to Table A-I contains among others data regarding progress in the number of towns, 1901—1961 and number

of inhabited villages 1901—1961. For compilation of these data, the table volumes of the past censuses had to be referred to which were obtained on loan from the collectors well in advance, and the data had to be adjusted according to the districts as constituted in 1961. For compilation of the data regarding progress in the number of towns 1901—1961, the towns of each census from 1901—1961 had to be located and arranged according to the districts as constituted in 1961. As regards compilation of the data in respect of number of inhabited villages for 1901—1961 according to the districts as constituted in 1961, the territorial changes had to be given effect to. The territorial changes for each village could be given for the Census year 1951 on the basis of District Census Handbooks of 1951. However, for the Censuses of 1901 to 1941, the number of villages were shown for the then constituent units which have for the most part, gone to form the existing districts, as villagewise data were not available.

7. In the first week of April 1962, Central Tabulation Section was reorganised and placed under the supervision of the Deputy Superintendent of Urban Tabulation Office. Efficient persons who were found to be accurate and studious in the work in the Urban Tabulation Office were selected for working in the Central Tabulation Section. This reorganised section comprised of 4 sub-sections as under.

| Sl. No. | Sub-section                                             | No. of persons |              |          |
|---------|---------------------------------------------------------|----------------|--------------|----------|
|         |                                                         | T.A.           | Super-visors | Checkers |
| 1       | Compilation of District Tables of Rajkot Division . . . | 1              | 1            | 14       |
| 2       | Compilation of District Tables of Baroda Division . . . | 1              | 1            | 22       |
| 3       | Compilation of Divisional and State Tables . . .        | 1              | 1            | 8        |
| 4       | Checking Team . . .                                     | 1              | 1            | 8        |

8. Thus a separate team comprising of 1 tabulation assistant, 1 supervisor and 8 checkers was organised for the checking of tables pertaining to district, division and State prepared by 3 different teams. The checking team was responsible for ensuring the correctness of spellings of the administrative units and correct method of presentation of tables in addition to their primary duty of thorough checking of eth

accuracy of figures in various ways prescribed for each table. The following general instructions were issued to them for ensuring accuracy in the compilation of tables.

- (i) The figures should be written clearly and in bold hands. The figures in the succeeding entries should strictly follow the digits. The figures in the unit's place should be at the right hand start.
- (ii) Special care should be taken to write the figures 1, 4 and 7, i.e., 1 should not be hooked so as to read like 7 and 4 should not be looped so as to read like 9. The figure 7 should not be curved so as to read as 9 or should not be so straight as to read like 1.
- (iii) The figures should be written in millions and not in lakhs, i.e., there should be comma (,) after every third digit from the unit.
- (iv) Wrong entry should be fully checked off and correct entry should be neatly made above it.
- (v) In no case figures should be over-written so as to give scope for ambiguous deciphering.

#### *Procedure for Compilation*

- (i) Before preparation of each table, all the relevant points to be borne in mind for correct compilation of the tables were discussed in details at a meeting held with the Deputy Superintendent and the Tabulation Officers. Detailed instructions were drawn in writing regarding internal and external checks to be applied with reference to various other tables.
- (ii) The teams entrusted with the compilation of the tables had first to tally the figures in the tables received from the rural and urban tabulation offices with those recorded in the Primary Census Abstract. Thus, the population figures of Scheduled Castes and Scheduled Tribes, literates, nine industrial categories of workers, and non-workers of each district, division and State were tallied for the total, rural and urban areas separately. Then the accuracy of horizontal and vertical figures of each table was checked and notes of discrepancies taken

scrupulously. Every member of the Central Tabulation Section had to maintain a diary of the work done and had to put in his own initials for compilation of the table done or checking carried out by him.

- (iii) Five copies of each table were prepared in type. First copy was kept for the press and second was sent to the Registrar General for approval. All the copies of the tables were bound in brown papers. The statistical assistant and the Tabulation Officer were constantly checking the work of these teams on the spot and guiding them for the whole day.

#### *Method of Preparing and Checking Tables*

9. Tables received from the urban and rural tabulation offices were first subjected to checking for their accuracy of figures both horizontal and vertical totals. The figures were then posted on the prescribed form of the tables. These copies were then checked by the independent checking team for accuracy of horizontal and vertical totals. After the agreement of the figures, the pair prepared the fair copies of the table and passed it over to the tabulation assistant who physically checked all the horizontal and vertical totals and tested half the number of entries and passed it over to the team for consolidation of figures for the State. The team responsible for preparing State tables also followed the same procedure. All these tables were then checked by the checking team. Typed copies were compared scrupulously by checkers and checked by the comptist for horizontal and vertical accuracy.

#### *Quantum of Checking*

10. The supervisor had to carry out cent per cent check, tabulation assistant 50 per cent and statistical assistant 25-30 per cent who also applied all the cross-checks prescribed by the Registrar General.

#### *Difficulties, if any, experienced in Tabulation*

11. Divergence in the figures shown in the tables and Primary Census Abstracts.

In the initial stage of tabulation, on checking tables of B and SCT series prepared by the rural tabulation offices, it was noticed that some of the figures given in some of the B and SCT

series tables did not exactly agree with those shown in the Primary Census Abstract. These discrepancies were got reconciled in consultation with the Deputy Superintendents concerned and also after referring to the basic documents like sorter's tickets and compiler's posting statements, etc.

#### *List of Main Tables prepared*

12. The tables as listed below were prepared in the Central Tabulation Unit.

A-I—Area, Houses and Population

A-II—Variation in Population during Sixty Years

A-III—Villages classified by Population

A-IV—Towns and Town-groups classified by Population in 1961 with Variations since 1901

B-I—Workers and Non-workers classified by Sex and Broad Age-groups

B-II—Workers and Non-workers in Cities, Town-groups and Towns arranged Territorially classified by Sex and Broad Age-groups

B-III Part-A—Industrial Classification of Workers and Non-workers by Educational Levels in Urban Areas only

B-III Part-B—Industrial Classification of Workers and Non-workers by Educational Levels in Rural Areas only

B-IV Part-A—Industrial Classification by Sex and Class of Worker of Persons at Work at Household Industry

B-IV Part-B—Industrial Classification by Sex and Class of Worker of Persons at Work in Non-household Industry, Trade, Business, Profession or Service

B-IV Part-C—Industrial Classification by Sex and Divisions, Major Groups and Minor Groups of Persons at Work other than Cultivation

B-V—Occupational Classification by Sex of Persons at Work other than Cultivation

B-VI—Occupational Divisions of Persons at Work other than Cultivation classified by Sex, Broad Age-groups and Educational Levels in Urban Areas only

B-VII Part-A—Persons working Principally (i) as Cultivators (ii) as Agricultural Labourers or (iii) at Household Industry classified by Sex and by Secondary Work

(i) at Household Industry (ii) as Cultivator or (iii) as Agricultural Labourer

B-VII Part-B—Industrial Classification by Sex of Persons working in Non-household Industry, Trade, Business, Profession or Service who are also engaged in Household Industry

B-VIII Part-A—Persons unemployed aged 15 and above by Sex, Broad Age-groups and Educational Levels in Urban Areas only

B-VIII Part-B—Persons unemployed aged 15 and above by Sex and Educational Levels in Rural Areas only

B-IX—Persons not at Work classified by Sex, Broad Age-groups and Type of Activity

C-II—Age and Marital Status

C-III Part-A—Age, Sex and Education in All Areas

C-III Part-B—Age, Sex and Education in Urban Areas only

C-III Part-C—Age, Sex and Education in Rural Areas only

C-IV—Single Year Age Return

C-V—Mother-Tongue (Alphabetical order)

C-VI—Bilingualism

C-VII—Religion

C-VIII—Scheduled Castes and Scheduled Tribes

Part-A—Classification by Literacy and Industrial Category of Workers and Non-workers among Scheduled Castes

Part-B—Classification by Literacy and Industrial Category of Workers and Non-workers among Scheduled Tribes

D-I—Non-Indian Nationals

D-II—Place of Birth

D-III—Migrants classified by Place of Birth and Duration of Residence in Place of Enumeration

D-IV—Migrants to Cities classified by Sex, Broad Age-groups, Educational Levels and in Case of Workers also by Occupational Divisions and Groups

D-V—Cities showing Population Born locally, Migrants from Rural Areas and Migrants from other Towns and Cities

D-VI—Distribution of Industrial Categories of Workers and Non-workers by Place of Birth

SCT-I Part-A—Industrial Classification of Persons at Work and Non-workers by Sex for Scheduled Castes

- SCT-I Part-B—Industrial Classification of Persons at Work and Non-workers by Sex for Scheduled Tribes
- SCT-II Part-A—Age and Marital Status for Scheduled Castes
- SCT-II Part-B—Age and Marital Status for Scheduled Tribes
- SCT-III Part-A (i)—Education in Urban Areas only for Scheduled Castes
- SCT-III Part-A (ii)—Education in Urban Areas only for Scheduled Tribes
- SCT-III Part-B (i)—Education in Rural Areas only for Scheduled Castes
- SCT-III Part-B (ii)—Education in Rural Areas only for Scheduled Tribes
- SCT-IV Part-A—Religion for Scheduled Castes
- SCT-IV Part-B—Religion for Scheduled Tribes
- SC-I—Persons not at Work Classified by Sex, Type of Activity and Educational Levels for Scheduled Castes
- ST-I—Mother Tongue and Bilingualism for Scheduled Tribes
- ST-II—Persons not at Work classified by Sex and Type of Activity for Scheduled Tribes

13. In addition to the following 6 Special Migrant tables for Ahmedabad City were also prepared.

TABLE 1—Migrants Classified by Sex, Broad Age-group, Educational Level and by Category of Worker/ Non-worker

TABLE 2—Migrants Classified by Sex, Religion, Place of Birth and Duration of Residence

TABLE 3—Migrants Classified by Sex, Duration of Residence, Age-group and Educational Level

TABLE 4—Migrants Classified by Sex, Duration of Residence, Age-group and in Case of Workers by Occupational Division and Group

TABLE 5—Migrants Classified by Sex, Duration of Residence, Age-group, Industrial Division and Major Group and Class of Worker

(i) Household Industry

(ii) Non-household Industry

TABLE 6—Migrants Classified by Sex, Duration of Residence, Age-group and Marital Status

#### Preparation of Subsidiary Tables

14. A separate section comprising of the staff transferred from the tabulation office at

Bhavnagar and the Central Tabulation Section of the Superintendent's office was organised for preparing subsidiary tables in the month of May 1962. Section was placed in-charge of the Tabulation Officer transferred from Rajkot Tabulation office. The section was divided into two teams, viz., (i) comprising of 9 pairs of compiler-checkers and 2 supervisors and (ii) consisting of 4 pairs of checkers, 1 supervisor and 1 statistical assistant.

15. All the forms of the subsidiary tables were prescribed and detailed methods for working them out were laid down by the Registrar General, India. In the first instance, preparation of subsidiary tables for A Series was taken up in respect of 4 districts, viz., Amreli, Mehsana, Broach and Surat for which area figures were available. The tables for these 4 districts were prepared as a pilot work.

16. The following instructions were issued to the staff in addition to those issued earlier for compilation of the main tables.

(1) The names of languages, religions, birth-places, etc., should be arranged in alphabetical order, wherever they occur.

(2) The State, two divisions and all the districts should be presented on a single sheet.

(3) The entries of the divisions should be indented below the entry for the State and those of the districts should be indented below the entries for their respective divisions.

(4) The figures of the State should be written in red ink and those of the two divisions underlined in red so as to distinguish them from the figures of the districts.

(5) The names of the cities, town-groups, and towns should be arranged in descending order of population.

#### PROCEDURE FOR COMPILATION

17. Before taking up compilation of each of the subsidiary tables the method of compilation of data was explained at a meeting to all concerned and instructions drawn in writing. The internal checks to be applied were prescribed in advance. Supervisors were responsible for ensuring correctness of the method followed and for giving proper guidance to the compilers.

18. The team consisting of 9 pairs of compiler-checkers had to prepare the subsidiary tables

#### COMPILATION OF OTHER STATISTICS REQUIRED FOR DESCRIPTIVE REPORT

21. In order to have a minimum uniformity of contents in the Census Report for 1961 Census by way of inset tables, the Registrar General, India, had circulated to all the Superintendents of Census Operations the Draft Reporting Programme which contained numerous inset tables. In addition to the inset tables prescribed by the Registrar General, India, some more tables were also devised by the Superintendent of Census Operations for the proper appreciation of the data. As will be seen from the following table there were in all 547 inset tables for the Census Report varying from 2 for Chapter on Census Operations to 111 for Chapter XII on Economic Trends and Projections.

| Chapter           | No. of Inset Tables |
|-------------------|---------------------|
| Census Operations | 2                   |
| I                 | 35                  |
| II                | 65                  |
| III               | 84                  |
| IV                | 25                  |
| V                 | 33                  |
| VI                | 26                  |
| VII               | 37                  |
| VIII              | 13                  |
| IX                | 4                   |
| X                 | 97                  |
| XI                | 15                  |
| XII               | 111                 |
| Total             | 547                 |

from the main tables. Their work was checked by the supervisors. They were then passed on to the checkers along with the working sheets. They compared the data with the original main tables and satisfied themselves regarding their correctness and then fully checked the tables prepared. The tables were then checked by the comptist for arithmetical accuracy. After this the tables were passed on to the checking team. The tables were thoroughly checked by the supervisors. The statistical assistants had to check 30 per cent of the entries and the Tabulation Officer 10 per cent. The above procedure was followed *mutatis mutandis* for all the subsidiary tables. The Deputy Superintendent himself also checked a few entries for ensuring correctness of the method followed for working out the subsidiary tables. Diaries were maintained individually by all concerned for the work done. By 18th January, 1963, subsidiary tables comprising of 9 tables of A-series, 31 tables of B-series, 13 tables of C-series and 7 tables of D-series were compiled and furnished to the Registrar General.

#### COMPARISON WITH PAST CENSUSES

19. Wherever subsidiary tables involved comparison with the previous censuses, there were some difficulties partly due to reorganisation and partly due to non-availability of figures for small territorial units. Wherever possible, information had been compiled for a group of districts and given in the subsidiary tables.

#### SUGGESTIONS FOR THE FUTURE

20. Some of the forms of the tables were found to be very wide and could not be adjusted for typing on the policy size typewriters. In future, the lay-out of the forms requires to be carefully prescribed and uniformity adopted for all the offices. This can be done if the printing of the forms is undertaken centrally by the Registrar General's office. The spacing between horizontal lines also requires to be increased; otherwise in the carbon copies the figures do not come up in the relevant lines but they are found to have been typed in subsequent lines. This creates confusion and can only be avoided by keeping more space between the lines.

22. For the compilation of these tables, a team of 1 Tabulation Officer, 2 statistical assistants, 4 compilers and 4 assistant compilers was formed. Some of these tables were elaborate and lengthy and no methods for their compilation were laid down by the Registrar General, India. In some cases difficulties had, therefore, arisen for compilation which were solved by reference to the Registrar General, India. It took about 2 years for the completion of this work.

23. While the Chapters I Part-A and II to XI contain inset tables based on census figures, the Chapters I Part-B and XII correlate the census data with the official statistics for compilation of

which all possible efforts had been made to tap all available resources official, semi-official and non-official. The materials received from these sources were sifted and checked and discrepancies wherever found were got reconciled by back references.

24. There was one important handicap in compilation of comparable data for the preceding censuses. For, any statistical data to be useful should be comparable with similar statistics for the past. It is essential that like is compared with the like. This can only be done, if the units of comparison are also the same for each successive census. If they differ, figures for the past censuses should be so adjusted as to make them comparable with the territorial boundaries of the several administrative units as at present constituted. The State of Gujarat which has been carved out from 1st May, 1960 from the composite State of Bombay contains such administrative units as districts, talukas and mahals whose territorial jurisdiction has changed considerably after Independence as a result of (a) changes in units, (b) integration of Princely States and Estates, (c) reorganisation of States

and (d) lastly on bifurcation, when all the former boundaries have been changed beyond recognition. The merging of Princely areas into neighbouring districts and territories have transformed the former units beyond all recognition, making any adjustment of figures well-nigh impossible owing to the lack of uniformity in the presentation of census statistics of Indian States prior to Independence. While at some of the past censuses, groups of States formed the units of presentation, at some others, political units like Agency were adopted as the basis of administrative division for which the census data were exhibited without giving separate figures for the component units which were lumped together under 'Rest of the Agency'. Comparable data for the various administrative units as at present constituted have, therefore, been compiled only for the current census except in the case of population tables. Every attempt has, however, been made to compile data for the districts on original basis according to their existing territorial boundaries so that changes and progress, if any, during the past may be assessed to the extent possible.

1. THE DISTRICT CENSUS HANDBOOKS were introduced in the Census of 1951 for the first time. It is the most important achievement of the Census of 1951. It is a State Government publication wherein villagewise data of population with break-up of eight livelihood classes have been given. In addition, it also contained several census tables for rural and urban tracts consisting of a few talukas or mahals or urban areas of a district. Thus the basic demographic and economic information was published for the first time in 1951. It served as a useful guide and a reference book both to the Government Departments as well as to the members of the public. It was, therefore, decided at the second conference of Superintendents of Census Operations held in August 1960 that the scope of the District Census Handbooks to be published in 1961 should be enlarged so as to accommodate as much information on census and other departmental statistics as possible. Handbooks of 1951 lacked cartographic details. It was, therefore, decided that talukawise and district-wise maps containing minimum essential information should also be given in the handbooks. The contents of District Census Handbooks of 1951 also varied from State to State. It was, therefore, decided that the contents of District Census Handbooks in 1961 should be uniform for all the States and Union Territories. The following programme for inclusion of minimum information was, therefore, adopted for all the States of India.

(1) Introduction with an account of demographic and economic condition of the district from the census data.

(2) It should also contain the following tables :

- (i) Primary Census Abstract
- (ii) A-Series Tables
- (iii) Handicrafts Tables
- (iv) Special Tables for Scheduled Castes and Scheduled Tribes

## CHAPTER V

### THE DISTRICT CENSUS HANDBOOKS

(3) In addition, the handbook should contain the following tables of departmental statistics :

- 1 Rainfall and Temperature
- 2 Vital Statistics
- 3 Agricultural Statistics
- 4 Statistics of Household and Small-scale and Cottage Industries
- 5 Statistics of Large-scale Industries and Registered Factories
- 6 Administrative Statistics
- 7 Public Health and Medical Statistics
- 8 Educational Statistics
- 9 Statistics of Public Entertainment, Press and Journals
- 10 Communication Statistics
- 11 Statistics of Local Bodies
- 12 Statistics of Community Development
- 13 Calendar of Important Events
- 14 Prices of Staple Food-stuffs Month by Month and Cost of Living Index of 1951-60 showing Average Price Month by Month of Basic Commodities
- 15 Statistics of Banks and Insurances
- 16 Statistics of Livestock
- 17 Statistics of Fairs and Festivals
- 18 Village Directories and Village Statistics
- 19 Census Tables by Talukas (A-Series)

In the Village Directory, it was decided to include the following additional items :

- 1 Household and Cottage Industries collected from the House-lists
- 2 Educational Institutions
- 3 Medical and Public Health Facilities
- 4 Communication and Transport Facilities
- 5 Drinking Water Facilities
- 6 Reading Room/Library Facilities
- 7 Rural Electrification
- 8 Places of Ancient Monuments and Places of Worship

#### VILLAGE NOTES

2. As it was necessary to collect additional information for each and every village to be

incorporated in the Village Directories, special proforma called 'Village Notes' was devised well in advance of taking of the census and their copies supplied to all the Block Development Officers, District Panchayat Officers, Charge Officers and Collectors. The form provided for compilation of correct information pertaining to each village in duplicate. Information pertaining to location code number of the village, its name, educational institutions, such as primary, secondary and higher, etc., Post and Telegraph Offices, reading rooms, Village Panchayats, cooperative societies, medical and health facilities, drinking water facilities, places of worship, electrification, railway stations, market, roads, bus services, etc., was included in one part and detailed information pertaining to household industries and crafts practised in the village was included in Part II of the Village Note. The Village level workers were required to furnish one copy to the Block Development Officer who had to furnish all the notes of his block by 15th of November 1960 to the office of the Superintendent of Census Operations. The Charge Officers, Prant Officers and District Statistical Officers were required to check the correctness of the village notes while on tour. These notes were thus received in the office by the time Census was taken. As soon as the Primary Census Abstract was compiled by the regional tabulation offices, their copies were received in the office of the Superintendent of Census Operations. Their accuracy was checked and their typed copies prepared for posting in the Village Directory. The village notes received from the Block Development Officers had been scrutinised and many discrepancies were noticed. They were referred back to the Block Development Officers and the discrepancies reconciled on receipt of their replies. The information pertaining to five selected topics, namely, (1) Education, (2) Postal, (3) Medical, (4) Drinking Water Facilities and (5) Electrification, was cross-checked with the similar information obtained from the respective heads of the departments. After a thorough cross-check, the information received in the village notes was compiled for each village in respect of the five selected topics. This information has been given against each village in the Village Directory.

## CONTENTS

3. As the District Census Handbook is a State Government publication, the details of its contents were got approved by the Chief Secretary to the Government of Gujarat. It was decided to print 500 copies of District Census Handbooks in English and 1,000 copies of the same in Gujarati.

4. While English edition contains all the information given in Gujarati one, it also gives additional census tables and official statistics. The details of contents of these handbooks are given below.

### DISTRICT CENSUS HANDBOOK

(Gujarati)

- (i) Alphabetical List of Villages
- (ii) Introductory Essay
- (iii) Census Tables A-I, A-III and SCT-I
- (iv) Village Directory
- (v) District and Taluka Maps

### DISTRICT CENSUS HANDBOOK

(English)

- Part I (i) Alphabetical List of Villages  
(ii) Introductory Essay  
(iii) Brief Gazetteer of Place Names

### Part II Statistics

- (i) Census Tables  
A-I, A-III, A-IV, B-I, B-III Parts A & B, B-IV Parts A, B & C, B-V, B-VII Parts A & B, B-VIII Parts A & B, B-IX, B-X, B-XI, B-XII, B-XVI, B-XVII, C-I, C-II, C-III Parts A & B, C-IV, C-V, C-VII, C-VIII Parts A & B, E-I, E-II, E-IV, E-V and SCT-I Parts A & B

- (ii) Village-wise List of Industrial Establishments

- (iii) Handicrafts Tables

- (iv) Official Statistics

### Part III

- (i) Village Directory
- (ii) District and Taluka Maps

## PART I

### (i) Alphabetical List of Villages

5. With a view to facilitate reference to the data pertaining to villages given in the Village Directory as also to find out their location in the taluka maps given in the handbook, alphabetical list of the villages has been prepared for each taluka and given at the outset. The names of the villages have been arranged alphabetically and the location code number of each village as well as page number at which it is printed have been given against each village in a taluka or mahal.

### (ii) Introductory Essay

6. It was decided to discuss the following aspects in the Introductory Essay.

#### 1 Location and Physical Features

- 1.1 Boundaries and Natural Divisions
- 1.2 Configuration
- 1.3 Rivers
- 1.4 Soils
- 1.5 Climate and Temperature
- 1.6 Rainfall
- 1.7 Famine and Scarcity
- 1.8 Forest

#### 2 Administrative Set-up

- 2.1 Historical Background
- 2.2 Territorial Changes
- 2.3 Administrative Divisions
- 2.4 Revenue
- 2.5 Revenue Settlement
- 2.6 Agrarian Reforms
- 2.7 Parliamentary and Assembly Constituencies
- 2.8 Judiciary
- 2.9 Police

#### 3 Local Self-Government

- 3.1 Local Self-Government Institutions
- 3.2 Municipalities
- 3.3 District Local Boards
- 3.4 Panchayats
- 3.5 Present Set-up under Panchayat Act

#### 4 Population

- 4.1 Growth of Population

- 4.2 Rural/Urban Distribution
- 4.3 Density
- 4.4 Migration
- 4.5 Sex Ratio
- 4.6 Age Distribution
- 4.7 Marital Status
- 4.8 Literacy and Education—Educational Institutions
- 4.9 Languages
- 4.10 Religions
- 4.11 Scheduled Castes and Scheduled Tribes

#### 5 Housing

- 5.1 Housing Census
- 5.2 Types of Census Houses and their Uses
- 5.3 Households classified by Number of Members and Rooms occupied
- 5.4 Housing Societies

#### 6 Agriculture

- 6.1 Land Utilisation
- 6.2 Crop Pattern
- 6.3 Crop Calendar
- 6.4 Use of Improved Seeds
- 6.5 The Manure and Fertilisers and Improved Agricultural Practices

#### 7 Livestock

- 7.1 Livestock
- 7.2 Agricultural Tools and Implements
- 7.3 Animal Husbandry and Veterinary Aids
- 7.4 Fish Production

#### 8 Irrigation

- 8.1 Sources of Irrigation
- 8.2 Area Irrigated
- 8.3 Irrigation Projects

#### 9 Cooperation

- 9.1 Cooperative Societies and their Types
- 9.2 Agricultural Marketing

#### 10 Economic Activities

- 10.1 Definitions
- 10.2 Distribution of Workers and Non-workers
- 10.3 Class of Workers
- 10.4 Principal and Secondary Workers

- 10.5 Occupational Classification
- 10.6 Non-workers
- 11 *Industries, Power and Mining*
  - 11.1 Registered Factories
  - 11.2 Joint Stock Companies
  - 11.3 Banking
  - 11.4 Small Scale Industries
  - 11.5 Electricity and Power
  - 11.6 Factory and Workshop classified by Power and No-power used
  - 11.7 Minerals
- 12 *Transport and Communication*
  - 12.1 Roads
  - 12.2 Railways
  - 12.3 Ports
  - 12.4 Posts and Telegraph
- 13 *Medical and Public Health*
  - 13.1 Medical Institutions
  - 13.2 Vital Statistics
  - 13.3 Health Centres
  - 13.4 Water Supply
- 14 *Labour and Social Welfare*
  - 14.1 Juvenile Delinquency
  - 14.2 Number of Remand Homes
  - 14.3 Employment Exchanges
  - 14.4 Number of Youth Clubs and Mahila Samitis
- 15 *Price Trends*
- 16 *Community Development*
  - 16.1 Community Development Programme
  - 16.2 Coverage of Programme
- 17 *Five Year Plan*
  - 17.1 Achievements
  - 17.2 Agriculture and Animal Husbandry
  - 17.3 Cooperation
  - 17.4 Transport and Communication
  - 17.5 Social Services
  - 17.6 Community Development Programme
- 18 *Important Place Names*
  - 18.1 Important Places
  - 18.2 Ancient Monuments
  - 18.3 Fairs and Festivals

7. It was decided that the State Bureau of Economics and Statistics should furnish the drafts of the Introductory Essays for each district. The District Statistical Officers were, therefore, supplied with the necessary census statistics so as to enable them to prepare drafts according to the synopsis drawn by the Superintendent of Census Operations. The essays were accordingly furnished by the Bureau of Economics and Statistics. They had, however, to be revised in the office of the Superintendent of Census Operations so as to bring them up to date. The translation of these essays into Gujarati was furnished by the Director of Languages. They had also been properly checked and brought up to date in the office of the Superintendent of Census Operations before sending them to the press. These Introductory Essays give all the essential details of demographic, economic and administrative information in brief pertaining to the district on the above subjects.

(iii) *Brief Gazetteer of Place Names*

8. After the Introductory Essay, brief gazetteers of place names have been given for important towns or villages in the district. Important information as given in the old gazetteers as also recent literatures published by the Government of Gujarat has been given in brief. They have been prepared by the officers of the office of the Superintendent of Census Operations and their correctness got vouchsafed by the Collector of the district concerned.

PART II

*Statistics*

9. (i) *Census Tables*—All census tables mentioned in the contents are compiled for the district along with their appendices and annexures. At the commencement of each type of tables, explanatory notes have been given for each table for facilitating reference to the contents of these tables.

(ii) *Village-wise List of Industrial Establishments*—This table has been compiled from the house-lists and presented in run on manner. It gives important information about the total number of industrial establishments in the district, taluka and each village arranged in ascending order of minor groups of industries. It also gives data

separately for total, rural and urban. the lists of villages in the order of location code number given in the Village Directory showing minor group or groups of industries found in the village with the number of establishments shown in the brackets against each minor group, have been given. Minor groups of industries have been given according to the Standard Industrial Classification adopted by the Government of India. (iii) *Handicrafts Tables*—This is a new feature introduced in the District Census Handbook in 1961 Census. Table has been compiled from the house-lists. Household industries having less than five workers have been considered on *ad hoc* basis as rural crafts. A four digit code circulated by the Registrar General, India has been adopted for household industries. Table shows number of villages/towns in which particular crafts are practised and the number of persons employed therein. The data are given separately for rural and urban areas of the district.

(iv) *Official Statistics*—In all, there are 51 tables in the official statistics, out of which two are compiled in the office of Superintendent of Census Operations and 49 by the State Bureau of Economics and Statistics. Administrative statistics collected from the various sources, namely, Administrative Departments, State and Central, Reserve Bank of India, Life Insurance Corporation, Gujarat Electricity Board, etc., have been included in the handbook under the following 18 different sections.

- 1 Rainfall & Temperature
- 2 Vital Statistics
- 3 Agriculture
- 4 Livestock
- 5 Cooperation
- 6 Fisheries
- 7 Factories
- 8 Electricity
- 9 Medical & Public Health
- 10 Education
- 11 Administration
- 12 Public Entertainment and Presses and Journals
- 13 Transport and Communication
- 14 Local Bodies
- 15 Community Development
- 16 Prices
- 17 Joint Stock Companies, Insurance, Banks and Cooperative Societies

18 Important Events, Fairs and Festivals and Ancient Monuments

10. With a view to collect information on departmental statistics, detailed proformae were devised on each subject in the office of the Superintendent of Census Operations. These proformae were furnished to the Heads of Departments and they were requested to furnish information to the District Statistical Officers. They had to check up their correctness and furnish them to the Bureau of Economics and Statistics after utilising the same for drafting of the Introductory Essays. Thus, all the departmental statistics were received through the Bureau of Economics and Statistics, but on scrutiny in the office of the Superintendent of Census Operations numerous discrepancies were detected. The Bureau of Economics and Statistics had, therefore, to reconcile them and furnish them for incorporation in the District Census Handbooks.

PART III

*Village Directory*

11. The Village Directory of 1961 Census is the same as the Primary Census Abstract given in the Census Handbooks of 1951 with some additions and alterations. In 1951 information was given for each village classified into 8 livelihood classes. This has been replaced in 1961 by 9 industrial categories of workers and non-workers as under :

- I Cultivator
  - II Agricultural Labourer
  - III Mining, Quarrying, Livestock, Forestry, Fishing, Hunting and Plantation, Orchards and Allied Activities
  - IV Household Industry
  - V Manufacturing other than Household Industry
  - VI Construction
  - VII Trade and Commerce
  - VII Transport, Storage and Communications
  - IX Other Services and
  - X Non-workers
12. Additional information on selected topics or amenities available in the village such as educational facilities, public health and medical faci-

ilities, supply of drinking water, electricity and its uses, etc., have been given run on against the village by means of abbreviations which have been explained in the note preceding the Village Directory. This additional information has been compiled from the village notes mentioned heretofore. The most important feature of the Village Directory of 1961, however, is the decision taken by the Registrar General to give information regarding Scheduled Castes and Scheduled Tribes with sex break-up separately for each village. This has removed the handicap experienced in 1951 when information pertaining to Scheduled Castes and Scheduled Tribes was given by tracts formed by grouping of talukas.

13. The Village Directory also gives area figures in acres and gunthas for each village. The finalisation of area figures proved to be a great handicap. Due to territorial changes in the boundaries owing to integration of States on the one hand and bifurcation on the other hand, adjustment of correct area figures took considerable time. Frequent references with the District Inspectors of Land Records and the Settlement Commissioner did not yield satisfactory results. The matter was, however, settled by calling a conference of District Inspectors of Land Records and the Superintendents of Land Records who did on the spot checking and verification and certified the correctness of delimitation of boundaries, location of villages, their area figures, etc. Wherever, a local body was constituted in part of the area of a revenue village, the area inhabited by that local body is shown against the town with an additional entry of uninhabited area of the village below that entry.

#### *Taluka and District Maps*

14. The Village Directory is preceded by taluka maps showing villages by their location code numbers and dots varying according to the size of the village. Other details such as district or taluka headquarters, railway, National Highway, State Highway, local roads, post and telegraph offices, rest houses, police stations, rivers and canals have been shown on the map with appropriate symbols. Two key maps one for the State showing the district boundary and its position in

the State in hatching and the position of the taluka in the district in black and another showing taluka boundary and the position of the taluka in the district in hatching have been included in the taluka maps. In addition, a map of the district has also been given at the commencement of the book showing the various items as shown in the taluka maps and villages having population over 5,000. The key map given in the district map shows the position of the district in the State in hatching. In addition, map on fairs held in the district has also been incorporated in the book. For the purpose of preparing the district and taluka maps services of one draftsman and four tracers were placed at the disposal of the Superintendent of Census Operations by the State Government. The original maps in varying sizes were furnished by the District Inspectors of Land Records. Tracings were prepared by these persons from the original according to the required size and requisite details shown from various authentic sources. Lot of difficulties were encountered in the preparation of these maps. The maps furnished by the District Inspectors of Land Records were not up to date as there were various territorial changes which were not shown in these maps. All these discrepancies had, therefore, to be reconciled by them when they visited the Superintendent's office for adjustment of area figures. They have certified the correctness of the maps.

The State Director of Government Printing and Stationery had arranged for the printing of both the English and Gujarati maps at the Photo Zinc Press, Poona.

#### *Printing*

15. As the District Census Handbook is a State Government publication, the Government of Gujarat had sanctioned the staff shown in Appendix XVIII for the purpose of compilation and printing of the District Census Handbooks. Both English and Gujarati typewriters were also supplied by the State Government. The arrangement for printing of the District Census Handbooks was made by the State Director, Government Printing and Stationery with the Government presses at Ahmedabad, Rajkot and Baroda and two private

presses, namely Navajivan and Nayan Presses at Ahmedabad. The State Government had appointed and placed the services of the staff at the disposal of the Superintendent of Census Operations. The Mamlatdar appointed for the purpose worked under the supervision of the Deputy Superintendent of Census Operations. Reading of proofs was done both by the staff of the Mamlatdar as well as the staff of the Superintendent of Census Operations.

16. As the handbook has been divided into three parts with a separate series of page numbers, it facilitated printing in different parts. The Part III, i.e., Village Directory was printed first as soon as the Primary Census Abstract was finalised. Other parts were given for print as and when ready. By such arrangements, much time was saved and all the 34 District Census Handbooks, 17 in English and 17 in Gujarati were published by December 1964.

CHAPTER VI  
FERTILITY SURVEY

1. THE WORK of Fertility Survey was directed to be undertaken by the Registrar General by his letter No. 16-20/61-VS dated 11th October, 1961. It was decided that the field work should be undertaken through the tabulation offices which had completed a large portion of their work by the end of 1961 and were engaged in compilation and tabulation. The best sorters of the tabulation offices were selected for field investigation and the Deputy Superintendents of Census Operations of all the four tabulation offices imparted thorough training to the field staff with the help of the Research Officer, giving detailed instructions about the statistical checks, coding and practical illustrations. The survey was to be conducted in the blocks which were selected for the post-enumeration check by the random sample method. 433 blocks thus selected were distributed among the four tabulation offices as follows.

| Name of tabulation office | Distribution of blocks    |            |            |
|---------------------------|---------------------------|------------|------------|
|                           | Number of blocks allotted |            |            |
|                           | Rural                     | Urban      | Total      |
| Ahmedabad . . .           | 52                        | 62         | 114        |
| Surat . . .               | 81                        | 42         | 123        |
| Bhavnagar . . .           | 59                        | 46         | 105        |
| Rajkot . . .              | 57                        | 34         | 91         |
| <b>Total . . .</b>        | <b>249</b>                | <b>184</b> | <b>433</b> |

2. The field staff was instructed to submit regular commencement, completion and weekly progress reports. The concerned Collectors were requested to instruct the taluka and block staffs to render all help to the investigators by giving all facilities and assistance of statistical assistants, social educational organisers, especially lady organisers of the block, etc. A pre-test was conducted in 16 blocks and the data compiled and

analysed as a result of it were sent to the Registrar General. The survey was started in the first week of February and completed in April 1962. The inquiry could not be conducted in only one urban block of Kandla, the entire population of which had migrated to some other place. The survey thus covered a total of 44,400 households having a population of 234,511 persons. The processing and tabulation of the data was decided to be done centrally in the Rajkot Tabulation Office for the entire State. The Deputy Superintendents of Census Operations of other tabulation offices, therefore, sent the schedules and slips after checking the accuracy of work, rectifying mistakes and carrying out coding. Pilot sorting was undertaken in one urban block to have a clear idea about the whole process of checking, sorting and tabulation of slips. Tabulation started in the Rajkot tabulation office in April 1962 was completed on 30th June, 1962. After the records including the slips, schedules and the tables prepared were received in the office of the Superintendent of Census Operations, the work of checking all the fertility tables was undertaken in the Special Studies Section. It was found that Table B-II was not prepared according to the instructions and, therefore, further sorting and tabulation were necessary for the purpose of this particular table. Scrutiny of the tables, rectification of mistakes and preparation of the fresh Table B-II occupied the period from 1st July to the end of November 1962. The work was carried out under the supervision of a statistical assistant by compilers and assistant compilers whose strength varied according to necessity, and was 10 at the maximum. The completed tables were finally sent to the Registrar General on 27th November, 1962.

3. For further tabulation of fertility slips in respect of spacing of children, it was decided that machine tabulation should be undertaken centrally at the office of the Registrar General on the basis of a 10 per cent sample of the

fertility slips. Since the slips received from the Rajkot Tabulation Office were arranged according to the final stage in the tabulation programme, the slips were first re-arranged according to marriage duration groups in each of the classes 'A' and 'B', i.e., women married only once for whom only the tabulation was to be undertaken. After re-arrangement, the slips were serially

numbered and every 10th slip from the random start was drawn as the sample. The sample slips so selected were thoroughly scrutinised before sending to the Registrar General. This operation was started on the 22nd May, 1963 and took in all about two months during which period a maximum of 11 persons were allotted to the task.

## CHAPTER VII

## SOCIO-ECONOMIC VILLAGE SURVEY

1. Socio-economic Survey is one of the important special studies undertaken as a part of the census programme for the first time in census history. It was first suggested by the Registrar General in 1959 that such a study might be undertaken by each Superintendent of Census Operations. At first, as discussed in the Census Conference in September, 1959 the scope of the survey was limited to a description of important facets of village life. Two model schedules to be canvassed respectively among individual households and the village as a whole along with a specimen of a write-up about Bavana, a village of Punjab were circulated by the Registrar General in March, 1960. The schedules sought to collect important specific data about the life of the village—social and economic—as also about the attitude, awareness and aspirations of the people in specified matters. The subject was further discussed at the Regional Seminars of Superintendents in May and June, 1961 and finally detailed deliberations on various aspects of the survey took place in the study camp held at New Delhi in December 1961 which was attended by the Deputy Superintendent of Census Operations, Surat who was to be placed in charge of the Special Studies Section, and the Research Officer. By this time the scope of the survey had progressively widened beyond the initial expectations reflected in the write-up of Bavana. With the progress of field work and on-the-spot study in several villages in all the four corners of the country many valuable data started coming to light and the office of the Registrar General which reviewed the write-ups received from the States was prompted to make many a valuable suggestion for enriching the monographs by including the study of more and more relevant aspects. Since a large portion of the field work had already been completed, further details were called for by correspondence from District Officers like Block Officers, District Statistical Officers, Mamlatdars, Collectors, etc.

2. On the other hand detailed information on a number of subjects like cooperation, education, agriculture, animal husbandry, etc., was called for from District Officers in the form of official statistics which would give details about the district, taluka and the village over a decade from 1951 to 1960 so as to facilitate a comparison in time and space.

3. The model schedules received from the Registrar General were finalised with suitable modifications in view of the conditions obtaining in the State after discussion with Prof. R.K. Amin, Head of the Department of Economics in Sardar Vallabhbhai Vidyapeeth, Vallabh Vidyanagar. The work of canvassing the household schedules in the selected villages was entrusted to statistical assistants working in the Development Blocks. District Statistical Officers supervised over their work and also filled up the village schedules by obtaining information from the departments concerned wherever necessary. Before the work started, the schedules were discussed with the Director of Bureau of Economics and Statistics, Government of Gujarat, in a meeting on 7th June, 1960. The schedules were also discussed with the District Statistical Officers in another meeting and some household schedules were also canvassed at Isanpur as a pilot study in their presence to ensure uniformity of treatment in the field work to be undertaken by them. Where the Development Block did not have a statistical assistant, the Collectors were requested to make arrangements for deputing the statistical assistants of some other Block for the work. Since the statistical assistants and District Statistical Officers carried out this work over and above their normal duties, they were paid *ad hoc* honorarium for the work successfully completed.

4. In all 41 villages were selected for the survey and field work was almost completed in all of them at the time of the study camp in

December 1961. However, in view of the greatly enlarged scope of the study, it was decided to limit the survey to 25 villages which were then undertaken for tabulation, and for collection of detailed information on other relevant subjects.

5. The District Statistical Officers were requested to send a write-up about the salient features of the villages which they visited occasionally for the purpose of supervising over and checking the work of the investigators. A detailed questionnaire in Gujarati was also circulated to the investigators for obtaining first-hand information about customs, practices, and ceremonies followed by the various castes of the villages at the time of birth, marriage, death, etc.

6. For information which could not be obtained by field work, several publications were referred to and extracts were taken out wherever necessary. These include the District Gazetteers, District Census Handbooks of 1951 and 1961 Censuses, old Revenue Settlement Reports, and literature on castes and tribes like the volumes of the Gazetteers pertaining to the population, *Tribes and Castes of Bombay* by Enthoven, Census Reports of Bombay Presidency and Baroda State, etc., besides a few publications pertaining to the area that may be available.

7. Due consideration was given to tabulation of data collected. The Registrar General circulated specimens of tables that could be prepared from the schedules canvassed. These were considered by the Superintendent of Census Operations and finalised in consonance with the household and village schedules adopted for the State. A further batch of tables arrived from the Registrar General just before the study camp in December 1961 in which the complete set was finally reviewed and finalised. Tabulation on these lines, therefore, started in January 1962 and the bulk of the work was completed by the end of February 1963 with the help of five teams of one compiler and three assistant compilers each. They were supervised by a statistical assistant. After most of the tabulation staff was retrenched on 28th February, 1963, only one statistical assistant and three compilers and assistant compilers were retained to look after

the tabulation of Socio-economic Survey. Besides finishing the ordinary work of main tables in December 1963, they also undertook the task of preparing inset and subsidiary tables for which a set of 56 tables was devised with a view to help in the drafting on various aspects of the data. At the same time they were also required to compile data on various points from various angles arising as off-shoots from the main tables, as per the requirements of person drafting the report. They also rendered all clerical assistance in respect of those villages in carrying out correspondence, comparing typed copies and so on. Since drafts of two or three villages were constantly under preparation, the work pertaining to the particular village under study debarred them from proceeding with the routine tabulation in respect of other villages. As a result the ancillary tabulation went on till the end of 1965.

8. Even after the District Statistical Officers supplied all the material as required, many additional points emerged requiring collection of additional data. Opportunity was taken to make good this requirement at the time of the Consanguineous Marriage Survey, when the investigators deputed to each of these selected villages brought back valuable information in respect of the additional points for the Socio-economic Survey. These visits were also required to be followed up at times by the Superintendent, Deputy Superintendent, Research Officer or investigators from this office as and when need arose.

9. For the pictorial representation revenue survey maps of all the villages were obtained from the District Inspectors of Land Records and rough sketches of the village site showing the settlement pattern, roads and lanes, public buildings, wells, rivers, etc., were got prepared by local officials through the District Statistical Officers. The staff photographer of the office took photographs by visiting the village as in most cases the few photographs supplied by the local offices were not adequate. The work of taking photographs is still in progress. While some of the photographs especially about the appearance and dress of the people, houses, etc., were selected to be reproduced in half-tone blocks, line drawings

from other photographs were got prepared on subjects like ornaments, grains storing facility, household articles, etc., besides preparing line drawings of typical houses and ground plans thereof. Graphs and charts were also got prepared by the drawing section of the office.

10. It will be obvious that the compass of the survey was enlarged beyond all expectations entertained at the beginning. Moreover since

the initial field work was completed in all the selected villages by an intensive drive by the end of 1961, it became rather difficult to make repeated attempts at obtaining more and more information about additional points sought to be examined. But they were inevitable if the survey was to be comprehensive. This affected in no small measure the progress of writing and publication of monographs.

## CHAPTER VIII

### RURAL CRAFT SURVEY

1. WITH A VIEW to supplement the statistical material relating to household industries and crafts introduced specially in the household schedule and on establishments and workshops in house-lists collected during the course of 1961 Census, a special survey on handicrafts was found essential. Looking to the dispersed and scattered nature of these handicrafts it was decided in consultation with the Registrar, Co-operative Societies, to conduct such a survey in respect of certain selected important crafts at centres where they are concentrated or where they have some distinctive or special traits. After obtaining such data from the Director of Bureau of Economics and Statistics, All India Handicrafts Board, District Officers of Co-operative Industries and Social Welfare Department, a list of such centres and crafts in Gujarat was selected in consultation with the Registrar's office. Thus 32 crafts practised at 144 centres were selected for the survey. Mrs. Ruth Reeves, Honorary Adviser in the office of the Registrar General, India, Delhi will study 7 more crafts of Gujarat.

2. On the basis of the village schedule circulated by the Registrar General of India, a draft questionnaire on the subject was discussed with the Registrar, Co-operative Societies and the Director of Small Scale Industries, Ahmedabad and the Director of Social Welfare, Ahmedabad in the meeting of 28th May, 1960 at Ahmedabad. It was ultimately decided that two schedules designed in vernacular should be canvassed for this survey, one for the village or centre as a whole for each selected craft and the other for households engaged in the craft. These schedules were finalised in consultation with the Director of the State Bureau of Economics and Statistics. In order to maintain uniformity of concepts detailed instructions for both the schedules were prepared and printed in Gujarati and circulated to the field staff.

3. It was decided that the field work should be done by Extension Officers (Industries and

Cooperatives) with the help of village level workers. The Assistant Directors of Cottage Industries and Assistant Registrars of Co-operative Societies, District Statistical Officers, District Social Welfare Officers and Block Development Officers were requested to give technical guidance while the District Officers of the Co-operative Department were to supervise the work at district level.

4. The first meeting to train the officials to be entrusted with the field work and to discuss essential preliminaries connected therewith was, therefore, held in the presence of the Registrar, Co-operative Societies at Baroda on 15th December, 1960. It was decided at this meeting that the survey should commence from 6th April, 1961 and it should be completed towards the end of April, 1961.

5. In addition to the official agency aforesaid, it was also decided to utilise the services of non-official agencies in the form of the Secretaries of the Co-operative Societies, and District Industrial Co-operative Associations, public workers, members of the All India Handicrafts Board and other persons interested in this work and the statutory and non-statutory boards wherever such help was forthcoming. In order to conduct the survey nearly 10,000 blank copies of village and household schedules were despatched to district offices in March, 1961. The supervising officers were requested to check some specimen schedules canvassed by the field staff and to send the same to this office. General scrutiny notes showing common mistakes were circulated to all engaged in the work. It was also arranged that all schedules should be examined in the concerned offices and lacuna if any found therein should be rectified before sending them to this office through the concerned Collectors.

6. In all 244 villages and 8,655 household schedules were received in the office of the Superintendent of Census Operations. They were scrutinised and the defects and deficiencies

noticed in them were recorded in the form of a scrutiny note.

7. Looking, however, to the poor response in filling the schedules correctly and adequately in spite of clear and detailed instructions, it was decided in consultation with the Registrar, Co-operative Societies that the Research Officer of this office in collaboration with the Deputy Development Officer (Handicrafts) should convene a meeting at centrally located districts of the State. Accordingly a series of meetings was held at Ahmedabad on 2-8-1961, Baroda on 7-8-1961, Surat on 22-8-1961, Bhuj on 5-10-1961, Rajkot on 7-10-1961 and Bhavnagar on 18-10-1961, covering all the 17 districts of the State. These meetings were attended by the District Project Officers, Personal Assistants to the Collectors, Assistant Director of Cottage Industries and Assistant Registrar for Industrial Cooperatives, District Officers of Cottage Industries and Industrial Cooperatives, Block Development Officers and Extension Officers (Industries and Cooperatives) where general progress of the survey was reviewed and defective schedules were returned with scrutiny note for rectification. In spite of these efforts and personal discussions, the lacunae pointed out in the schedules were not rectified properly which resulted in deputing technical personnel of this office for clarifications of the defects in the schedules, in certain cases before tabulating the data.

8. According to the suggestions of the Registrar General, 7 statistical tables were compiled over and above other 11 tables devised by this office from the household schedules after arranging and coding them. The strength of assistant compilers and compilers assigned to this item varied up to a maximum of 11. Final tables were then prepared for each craft. The work of scrutiny and tabulation of data was started in the month of May 1961 and completed in October 1965 except for three centres from which the information is not forthcoming in spite of repeated reminders.

9. As regards Table I prescribed by the Registrar General it was not possible to extract information about household industries from the house-lists as originally contemplated. It was, therefore, decided in the Census Study Camp held at New Delhi in December,

1961 that for the purpose of this table to be prepared for each district, establishments having less than 5 workers noted in the house-lists may be considered as household industries on an *ad hoc* basis. Accordingly, the work of copying entries from house-lists in respect of industries having less than 5 employees and work of coding the entries into 4 digit code of household industries was started in February 1962 and completed in February 1963. This Table I was then sent to the office of the Registrar General and incorporated in the District Census Handbooks of the State.

10. While reviewing the over-all position of the survey in this office at intervals in consultation with the Deputy Development Officer (Handicrafts), Ahmedabad and in regular conferences held by the office of the Registrar General, India, it was felt necessary to delete some crafts and centres. Finally, 31 crafts spread in 103 centres were taken for study, out of which 10 crafts were selected for detailed study by the Superintendent of Census Operations and remaining 21 for general study. As a result of this, the tabulation was confined to 94 village schedules and 4,038 household schedules.

11. The statistical data deduced from the schedules, if supplemented with a detailed and descriptive write-up by a responsible officer after on-the-spot investigation would go a long way in giving an authentic and true picture of the crafts under survey. For this purpose besides circulating a model note on *Cire Perdue* craft, by Mrs. Ruth Reeves, Honorary Adviser in the office of the Registrar General, India, Delhi detailed synoptic contents were also supplied to the District Officers of the Department of Co-operation and the Managers of the District Industrial Cooperative Associations along with craftwise bibliography to facilitate their work for preparing the write-up for the selected craft. They were also instructed to refer to different sources like District Gazetteers, administration reports and literature available on the craft under study to give authentic and descriptive information in the write-up. To enhance the value of the monograph, it was also proposed to take the photographs of various aspects of the craft and to prepare line-drawings and sketches. Defective write-ups were returned

with detailed scrutiny notes for collection and rectification of data according to the detailed synopsis supplied by this office. Staff investigators were deputed for on-the-spot investigation and to canvass the revised schedules of the Registrar General at 16 centres of the State besides Ahmedabad. The Superintendent of Census Operations himself visited a number of centres for the study of the various aspects of handicrafts like industrial structure and economy, techniques and processes, etc., during his routine tours as well as special tours undertaken for the purpose. The Officer on Special Duty who visited the State in September 1963 visited 6 centres of handicrafts in 5 districts. For photographs, line-drawings and sketches, the staff photographer from the Registrar General's office as well as the photographer of this office visited 20 centres. Photographic work in respect of 7 crafts was completed whereas preparation of line-drawings was completed for 5 crafts. On the basis of the bibliography sent by the Officer on Special Duty, Delhi for some of the selected crafts, extracts were taken from whatever books were available or obtained from the office of the Registrar General, India.

12. The first monograph on Agate Industry was completed and printed in 1964. The second monograph on Wood Carving is also published. The monograph on Patara Making is under print. Four other monographs, viz., (i) Ivory Work at Mahuva (ii) Scale Making at Savarkundla, (iii) Crochet Work at Jamnagar and (iv) Padlock Making at Sarva have been approved by the Registrar General, India. The four monographs,

viz., (i) Sujani Weaving (ii) Perfumery (iii) Masaru Weaving and (iv) Block Making are sent to the Officer on Special Duty, New Delhi for approval. Drafting of four other monographs is in progress.

13. It must be remarked at the end that while the Registrar of Cooperative Societies and the officers in his office always gave unstinted cooperation in the survey whenever required, the response of the district and taluka officials was disappointing. Cases in which the local officials took interest to furnish detailed write-ups even after guidance in the shape of synopsis, suggestions, etc., from this office were few and far between, and by and large the work was handled at lower levels in a routine fashion. Schedules were filled up in laconic terms and write-ups which were meant to provide comprehensive supplementary information were rarely satisfactory. Even in the handling of schedules there were instances of extreme carelessness resulting in loss of filled-in schedules sent to taluka offices for rectification of discrepancies, necessitating fresh canvassing of the schedules. From two districts in spite of repeated reminders no reports or schedules were forthcoming or the number of schedules sent, after considerable efforts on the part of the census office, was ridiculously small in proportion to the number of families engaged in a well-known craft which has been taken up for detailed study. Where practicable such defects had to be made good by deputing investigators from the census office even though the staff was progressively reduced by retrenchments.

## CHAPTER IX

## SURVEY OF FAIRS AND FESTIVALS

1. THE DECISION to conduct a survey of fairs and festivals was taken in the second conference of the Census Superintendents held in August 1960, and various aspects of the survey were subsequently discussed in the regional meetings of the Census Superintendents held in Trivandrum, Darjeeling and Srinagar in May and June 1961. A detailed review of the work that was done and the aspects of fairs and festivals which could be studied in detail was taken in the census study camp held at New Delhi in December 1961. Finally at the third conference of the Superintendents in February 1962, it was decided to prepare maps of fairs and festivals for districts and even of talukas.

2. The scope of the inquiry, which at the beginning aimed at preparing detailed lists of fairs and festivals throughout the State, went on expanding with the actual study of the subject and discussion at these conferences. Originally designed to be a complementary study of rural handicrafts, it became a detailed study in its own right, especially after the census study camp at New Delhi, wherein it was stated that detailed accounts of a few important fairs and festivals should also be prepared in addition to the lists that were contemplated to be prepared till then.

3. For conducting the survey, a detailed questionnaire was devised which contained two sections, one for festivals and the other for fairs. Sufficient copies of the schedules were sent to all Mamlatdars and Block Development Officers through the Collectors on 21st February, 1960. Other departments such as the Police and the Information, and other agencies like municipalities, social and religious institutions and editors of leading newspapers were also requested to furnish the required information. The collectors were requested to make use of local agencies like village level workers, school teachers, sarpanchs and panchayat secretaries, and knowledgeable persons. The Block Development Officers were requested

to collect the schedules filled up by local agencies in their areas and send them to the census office. In response to these efforts 2,178 schedules were received out of 5,000 copies sent out for distribution. These were mostly filled by Talatis, village level workers, village panchayat secretaries, etc. On scrutiny of the answers received many defects and lacunas came to light which had to be made good by back references. In this respect, it was found that the response of officials and institutions in the villages, like Talatis, panchayats, etc., was quicker and more satisfactory than that of taluka and district offices. In all about 1,200 such letters were addressed.

4. Side by side the work of compiling the data of the schedules was also taken in hand in the Special Studies Section. The basic table enlisting all the fairs and festivals of the State by district and taluka along with the important information about the date, occasion, congregation and commercial and other activities undertaken was prepared first. Since this was not merely a statistical table, but a descriptive table, it necessitated a greater care in writing up and checking all the details included. Each of the entries had, therefore, to be personally scrutinised and corrected where necessary by the Deputy Superintendent himself. Other tables pertaining to the seasonal distribution of fairs and festivals, distribution according to deities honoured, occasion observed, etc., were compiled from these tables as also separate tables about Adivasi fairs. The tables were shown to the Officer on Special Duty and the Registrar General, according to whose suggestions some further aspects of fairs were studied and tabulated. A smaller table giving bare essential details about fairs and festivals in each district was also prepared for inclusion in the District Census Handbooks. The tabulation work started in February 1962 was completed in November 1963, the number of compilers varying

from 1 to 9. For pictorial representation, State maps showing all the important fairs by deity, congregation, date, etc., were prepared as also district maps in which all the fairs in the district were plotted. A number of photographs were taken at the fairs visited by the staff photographer while many others were obtained from the State Directorate of Information. In suitable cases line-drawings and paintings were got prepared by the staff artist for inclusion in the volume.

5. For descriptive notes about important fairs and festivals, information had to be collected from various books, knowledgeable persons, and local authorities and officers. In this respect the local officers could not provide details which were required for the write-ups and the information about many of the fairs had to be supplemented by inquiry from various sources in each case. Some of the most important fairs of the State as also one of the purely Adivasi fairs were personally visited by the Superintendent and the Deputy Superintendent to obtain first hand information. As regards festivals, besides contacting knowledgeable persons of different religions, an efficient library service had to be built up, by training a compiler of the section who could visit the important libraries in Ahmedabad, procure

books that were available on the subject and take out relevant extracts that may help in drafting of notes. Special mention must be made of the detailed survey of the festival of Navratri which was studied in all its aspects, namely, household, temple and public celebration by deputing seven investigators to 14 centres including the most important shrines of the Mother Goddess in the State. To help these investigators, a detailed questionnaire specially devised for the study of the festival was given to them.

6. The drafting of notes, entrusted to officials not below the rank of tabulation assistants, was distributed among two tabulation assistants, one statistical assistant, and the Tabulation Officer. The Deputy Superintendent who supervised over the collection, checking and compilation of the data and directed the inquiries, drafted the important descriptive note for the volume and also scrutinised all the drafts prepared by his subordinates. The general analytical write-up about the fairs and festivals of Gujarat including the calendar was drafted by the Superintendent who also finalised all the preliminary drafts of notes that were prepared in the section. The final draft of the volume was sent to the Registrar General in July 1964 after whose approval it was printed as a separate volume.

## CHAPTER X ETHNOGRAPHIC NOTES

1. FIFTY THREE Scheduled Castes and Tribes, Ex-criminal Tribes, Nomadic and Semi-nomadic Tribes and other Minor Tribes have been selected for writing ethnographic notes. In order to collect the data about these castes and tribes, a questionnaire was drawn up in Gujarati on 15th November, 1960 and circulated among the District Social Welfare Officers with a request to send detailed information on each point. The Deputy Superintendents of Census Operations were also requested to furnish notes about some of the castes and tribes inhabiting the areas with which they were familiar. The subject was initially handled by one statistical assistant in the Special Studies Section. After some headway was made in collection of information, the problems relating to the preparation of ethnographic notes were discussed at length in the census study camp held at New Delhi in December 1961. A write-up on the Scheduled Tribe of Siddi was sent to the Registrar General on 18th October, 1962. Later on, however, it was desired that other special studies should be given a higher priority over the ethnographic notes and till December 1964 no special staff was assigned to this item. The only work undertaken in this connection during this period was taking out of extracts from various published sources, both English and Gujarati, in respect of Scheduled Castes and Scheduled Tribes. While extracts were taken from fifteen reputed works like old Census Reports, Gazetteers, etc., with a view to reprint selected portions from them, other extracts were taken to help drafting of the ethnographic notes. The extracts from which selections were to be made for reprint were finally sent to the Registrar General on 24th November, 1964 who conveyed his final selection by his letters No. 23/7/61-RG

dated 5th June, 1965 and 19th July, 1965.

2. Drafting of the notes was resumed in December 1964. Two tabulation assistants were assigned for this work from April to July 1965 and only one tabulation assistant thereafter.

3. Meanwhile the Registrar General by his letter No. 9/2/65-SS dated 30th January, 1965 directed that the write-ups may be limited to the Scheduled Castes and Tribes covered by some sort of field investigation, while the notes on the remaining castes and tribes would be prepared in collaboration with the office of the Registrar General in the inter-censal period. This would limit the number of notes to be prepared by the Superintendent to 12 Scheduled Castes and Tribes which were found in the villages covered by the Socio-economic Survey, as no separate field work was envisaged for the preparation of ethnographic notes till then. It was further directed that some careful field work should be undertaken to obtain reliable anthropometric data. This work, however, would be undertaken after further discussion at a meeting to be convened by the Registrar General and the necessary training in anthropometry given to the investigators.

4. At the present juncture, therefore, the work is limited to preparing ethnographic notes from the information collected through District Officers and from published works of repute, supplemented by the data collected during the Socio-economic Survey of the selected 25 villages. Subsidiary tables have been compiled from the SCT, SC and ST series of census tables and from the final tables of the Socio-economic Survey for study and analysis while drafting the ethnographic notes.

## CHAPTER XI PREPARATION OF MAPS FOR ATLAS VOLUME AND CENSUS REPORT

1. IN SEPTEMBER 1961, the Registrar General laid down the publication programme for the Census of India 1961 series. Among ten parts of the census publications in which the programme is divided, Part IX has been prescribed for maps. Subsequently, in November 1961, the Registrar General laid down detailed instructions for bringing out Atlas Volume for each State and another for India. He desired that there should be some uniformity in the preparation of the maps for the Atlas Volume so that the reader consulting All India Atlas may reasonably expect to find similar subject treated in the State Atlas.

2. The general lay-out of the Atlas Volume was to be a page of text and analysis of map on even page in 8 point type and map itself on odd page. The Registrar General laid down detailed instructions for preparing 52 maps in the first instance and stressed the following objectives to be kept firmly and clearly in view.

- “(a) The maps are uncrowded. As far as possible the maps are being built up with a view to make a clear visual impact. The range patterns are strictly limited to a maximum of six or seven. Wherever there are more patterns, the map is being split into two maps.
- (b) The map will be cheap and economical to make and print. Very few maps will be in colour because it is difficult to print a map well in colour. They will be mostly in black and white, sometimes with a base of red showing through the black and white.
- (c) The maps can be classified into several clear groups like political, physical, demographic, economic and cultural.
- (d) The paper will be inexpensive so that the cost of the Atlas will be low.
- (e) If a person buys a copy of the Atlas for all India or for a State, he will get the salient features of the Census of India for 1961 or for each State.”

3. The list laid down was not final and the Superintendents were free to make their own additions. Great emphasis was laid on the quality of maps to be prepared and the Superintendents were advised to go in for stencils for hatches, cross-hatches, notations, legends, etc. In the case of the State, maps were to be built up on the basis of the districts wherever they were intended to be schematic and on tehsil/taluka basis wherever they were intended to be proper maps. The Registrar General attached great importance in making careful selection of artist, draftsmen, etc. He further laid down that fancy lettering and frills should in general be avoided as the worth of quality of the map largely depends upon its simplicity, boldness, unity of objective and impression of spaciousness and that it should never be necessary for a person to make an intense search in order to find something. The Superintendents were advised to be on a look-out for a suitable press within the State which will be able to undertake the printing of the maps.

4. In November 1962, Dr. Miss P. Sen Gupta was appointed as Map Officer in the office of the Registrar General and placed in the entire charge of this important and novel census publication for bringing out Atlas Volume in a scientific manner. The Map Officer arranged for training seminar for imparting training to the cartographers of the State census offices. The training given by her at New Delhi went a long way in improving the quality of work. She also laid down very useful and important instructions regarding the mapping techniques and materials for map drawings. Four draftsmen from this office attended the training seminar at Delhi which has proved very useful in carrying out this important work later on. She advised to prepare a base map either two times or one and half times bigger than the size of maps in which the Atlas Volume was to be printed. According

to her advice, two types of base maps, viz., (i) with district boundaries and (ii) taluka boundaries were prepared with a frame round them and got printed in different types of drawing papers in different inks. The base map was got certified by the Director of Map Publications, Dehradun before the copies thereof were printed.

5. The Map Officer then proceeded to lay down the detailed instructions on each map including those on which instructions were issued previously from the office of the Registrar General. The Map Officer prescribed 163 maps for the State Atlas and grouped them under different subjects. Subsequently, 54 more maps which are of importance for the State of Gujarat have been added to make the total number of 217 maps for the State Atlas Volume. The number of maps included under different subjects is given as under.

| Subjects                                       | No. of Maps |
|------------------------------------------------|-------------|
| I Orientation . . . . .                        | 4           |
| II Physical Conditions . . . . .               | 10          |
| III Demographic Structure and Trends . . . . . | 33          |
| IV Economic Aspects . . . . .                  | 80          |
| V Socio-cultural Aspects . . . . .             | 40          |
| VI Demographic Regions . . . . .               | 4           |
| VII Handicrafts . . . . .                      | 1           |
| VIII Fairs . . . . .                           | 21          |
| IX City Maps . . . . .                         | 6           |
| X District Maps . . . . .                      | 17          |
| State Map (Frontispiece) . . . . .             | 1           |
| <b>Total</b> . . . . .                         | <b>217</b>  |

6. According to the different methods of technique used for preparing these maps, they can be classified as under.

| Technique                                  | No. of Maps |
|--------------------------------------------|-------------|
| 1 Choropleth . . . . .                     | 82          |
| 2 Isopleth . . . . .                       | 12          |
| 3 Histograms, bars, pyramids, etc. . . . . | 12          |
| 4 Circles, piegraphs, etc. . . . .         | 60          |
| 5 Dot, symbols, squares, etc. . . . .      | 18          |
| 6 Others . . . . .                         | 33          |
| <b>Total</b> . . . . .                     | <b>217</b>  |

7. In all 101 maps have been plotted with districtwise data and 33 maps are based on the talukawise data. The remaining maps have been prepared to show location of census towns

by circles, symbols, etc. In all, 39 maps are coloured maps and 178 drawn in black and white.

#### COLLECTION OF DATA

8. The work of collection of statistical data required for various maps was assigned to a separate section in charge of an investigator. Apart from the volume of data available in the census statistics, various State and Central Government Departments, offices and other institutions and bodies had to be addressed to furnish the necessary data in the proforma devised for the purpose. The collection of the data required for the maps of physiography, geology, minerals, oil and natural gas resources, soils, agricultural crops, area, yield, production, etc., forest, railways, roads, irrigation and electricity presented some difficulty. Representatives of this office had to be deputed to several departments to collect the data on the spot as in several cases they were not furnished in time by the departments concerned. After collecting data from the departments concerned, they were processed in the office and further details such as percentages, increase, decrease, etc., were worked out and tabulated. Wherever required, ranges were fixed and the data classified according to the ranges. Detailed notes on each map were then prepared with the help of instructions prescribed by the Map Officer and the relevant data examined by the Research Officer and the Deputy Superintendent. The notes with the data were then furnished to the draftsmen section for preparing rough maps. These maps were seen by the Superintendent and then they were sent to the Map Officer along with the copy of the data. Maps and the data were then scrutinised by the Map Officer and comments offered for corrections or improvement of presentation. All the suggestions of the Map Officer were carried out before the maps were inked. Some of the maps which required to be got approved and certified by the Director, Map Publication, Dehradun, were got certified by him.

#### EXPLANATORY NOTES

9. With a view to present the purpose of the map, method of drawing and analysis of the data to the reader, explanatory notes have been given for each map in the Atlas Volume.

One specimen note was first prepared and sent to the Map Officer for approval. The remaining notes were prepared on the same lines as approved by the Map Officer.

#### STAFF AND EQUIPMENTS

10. 3 draftsmen and 2 assistant compilers who had passed the drawing examination and the Artist-cum-Photographer of this office worked for the Atlas Volume. The cost of the equipments required for the purpose would have been considerable, had it not been possible to obtain on loan 2 big tables, 3 charts of wooden drawers, 8 chairs, 1 glass table, 4 drawing boards and 1 pantograph from the Capital Project Division of the Public Works Department of the Government of Gujarat. Only one hatch cross machine, UNO pens, bow pen, drawing instrument box, etc., had to be purchased for the section. The charts of the wooden drawers given by the State Government on loan have been found to be very useful for keeping different types of maps separately.

#### PRINTING

11. Printing of the Atlas Volume called for careful selection of the press. In case of coloured maps, perfect registration had to be ensured. It was, therefore, decided in consultation with the Registrar General that the printing of Atlas Volume of the Gujarat State should be assigned to the Central Government Press at Nasik. The Nasik Press had agreed to undertake the work. Accordingly the first batch of maps was supplied to the Nasik Press on 17th October, 1964. Necessary printing paper was also supplied to the said Press. But even after repeated requests, the

Nasik Press failed to undertake the printing of the Atlas Volume for the Gujarat State. Therefore, after waiting for a period of 11 months, the printing of Atlas Volume had to be withdrawn from Nasik Press on 21st September, 1965 and assigned to the Government Photo Litho Press at Ahmedabad. Out of 217 maps, 192 maps have been printed by the Photo Litho Press, 22 maps have been printed at Delhi, 1 map by the Nasik Press and 2 maps were printed by the Gujarat Offset Works at Ahmedabad.

#### MAPS FOR CENSUS REPORT

12. Some of the maps prepared for the Atlas Volume have also been found to be useful for incorporating in the General Census Report of 1961. But the size of the Atlas Volume differed from that of General Report. The drawings prepared for the Atlas Volume were, however, useful for printing the maps for the General Report. They were taken up separately and reduced to the requisite size before taking up for printing at the Government Photo Litho press at Ahmedabad. The time required in preparing the blocks was thus avoided.

13. The remaining maps incorporated in the General Census Report which did not pertain to the Atlas Volume were prepared by draftsmen's section. The data required for the purpose were compiled and processed by the technical section of the office and furnished to the draftsmen. The rough maps were prepared and furnished to the Superintendent at the time of drafting the Census Report. Such of them as were found to be useful for reproduction were drawn in ink, scrutinised properly and got printed at the Government Photo Litho Press, Ahmedabad.

CHAPTER XII  
COMPILATION OF TABLES ON VITAL STATISTICS

1. Most of the data required for the Vital Statistics Report were derived from those compiled by the Directorate of Health and Medical Services, Government of Gujarat. For this purpose the final reports and office records of that Directorate were referred to. Out of 24 tables prescribed by the Registrar General, 19 could be compiled in the first instance by deputing six compilers to that Directorate as necessary. The work which was started on 15th October, 1963 was completed on 18th February, 1964 whereafter the set of tables was submitted to the Registrar General for approval. In the middle of May of the same year, the tables were received back from the Registrar General who remarked that as no data was presented for many of the districts for a number of years, the value of the data presented was considerably reduced. Since the registration was not uniform in the various districts of the State, it was decided after

discussion with the Statistician of the Health Department that the tables may be prepared in two sets for the two regions, namely, one for all the districts of the State excepting the five districts of the former Saurashtra State and Kutch, and the other for the districts of the former Saurashtra State and Kutch.

2. The tables were accordingly got revised by one statistical assistant and two compilers from 28th November, 1964 to 22nd February, 1965. The Registrar General meanwhile furnished three tables in respect of four of the cities of the State. The draft of the Report was thereafter taken on hand, preliminary notes being drafted by the Officer-in-charge, Statistical Organisation, Bureau of Health Intelligence in the Directorate of Health and Medical Services. The report was finally submitted to the Registrar General on the 23rd August, 1965.

CHAPTER XIII  
EXAMINATION OF LANGUAGE RETURNS

1. THE CRUDE returns of languages showed that as many as 196 speeches or mother tongues were returned by the enumerators, a list of which was sent to the Linguist Shri R. C. Nigam, appointed by the Registrar General, India for scrutiny. Out of these speeches, 96 names were such as could be straight away equated with the classification laid down by Grierson and offered no difficulty regarding their affiliations, etc. For the rest of the 100 names, however, two types of difficulties were noted and sorted out in two statements. One of them related to the names of speeches regarding which no reference was traceable and the other listed certain names of the speeches in connection with spelling vagaries or unspecified group names or in certain cases doubtful names with difficulties of equating them

with Grierson's established classification. The latter numbering 69 were shown in the other list. On a study of these two statements, it was noticed that in some cases there were typographical errors and in several others names of castes, Scheduled Tribes in particular, were returned as language. Some of them suffered from spelling mistakes also, while in a few cases it was not possible to find out the exact languages returned. Joint discussions were, therefore, held with the Linguist with a view to ascertain the nature of each unclassifiable entry which resulted in elimination of 58 speeches which were capable of grouping or classification according to the Linguistic Survey of India. The following table gives an abstract of classified and unclassified languages after eliminating 58 names of spelling mistakes.

Abstract of Classified and Unclassified Languages, 1960

| Mother tongues of the Indian Sub-continent |                                          |            |           |                 |    |    |                                                                                   |     |     |                                                                       |    |    |                                             |       |       |
|--------------------------------------------|------------------------------------------|------------|-----------|-----------------|----|----|-----------------------------------------------------------------------------------|-----|-----|-----------------------------------------------------------------------|----|----|---------------------------------------------|-------|-------|
| Total number of mother tongues             | Classified by Linguistic Survey of India |            |           | Unclassified    |    |    | Unclassified by Linguistic Survey of India but tentatively classified by Linguist |     |     | Classified by Linguistic Survey of India but reclassified by Linguist |    |    | Mother tongues outside Indian Sub-continent |       |       |
|                                            | No. of ton-gues                          |            |           | No. of ton-gues |    |    | No. of tongues                                                                    |     |     | No. of tongues                                                        |    |    | No. of tongues                              |       |       |
|                                            |                                          | M          | F         |                 | M  | F  |                                                                                   | M   | F   |                                                                       | M  | F  |                                             | M     | F     |
| 1                                          | 2                                        | 3          | 4         | 5               | 6  | 7  | 8                                                                                 | 9   | 10  | 11                                                                    | 12 | 13 | 14                                          | 15    | 16    |
| 138                                        | 85                                       | 10,630,077 | 9,996,466 | 5               | 41 | 72 | 16                                                                                | 697 | 679 | 2                                                                     | 31 | 25 | 32                                          | 3,087 | 2,231 |

NOTE :  
The total of cols. 2,5,8 and 14 will give the total number of mother tongues.

2. Collection of Alphabet and Numerals of the State Language and Preparation of a Basic Classified Vocabulary for Regional State Language and for Major Tribal Languages— It was advised by the Registrar General, India that a complete collection of letters of the printed alphabet and numerals of the State language should be obtained. The letters of the alphabet should include not only all the vowels and consonants, but such auxiliaries and compound alphabets as are used in print. He also suggested that a basic classified vocabulary for regional State language and for

major tribal languages should be prepared. A major tribal language would be that the strength of whose adherents exceeded 50,000. In Gujarat there are 3 major tribal languages whose adherents exceed 50,000, viz., (1) Bhilodi, (2) Chodhari and (3) Dangi. A basic classified vocabulary was supplied by the Registrar General, India. In this vocabulary, against each entry of English word, equivalent in the regional/tribal language was to be written and then a phonetical rendering was also to be recorded side by side in the Roman alphabet.

3. As advised by the Registrar General, India a complete collection of letters of the printed alphabet and numerals of Gujarati language in handset type series with their phonetical equivalent in Roman script with diacritical marks and in cursive script, was prepared and sent to the Registrar General, India.

4. The basic classified vocabulary for Gujarati language was prepared and sent to Shri P. B. Pandit, Reader, Faculty of Gujarati Language,

Gujarat University, Ahmedabad and the Director of Languages, Ahmedabad for their suggestions. The suggestions made by them were taken into consideration and the vocabulary was revised accordingly and supplied to the Registrar General, India.

5. The basic classified vocabulary for three tribal languages were prepared with the help of the social workers and sent to the Registrar General, India.

## CHAPTER XIV

### OTHER STUDIES

#### CONSANGUINEOUS MARRIAGE SURVEY

THE REGISTRAR General circulated in December 1960 the schedules of Consanguineous Marriage Survey to be canvassed in each household of the villages selected for Socio-economic Survey. Over and above the instructions issued by the Registrar General for filling up the questionnaire, practical training was imparted to the Research Officer at the Cancer Research Institute, Bombay in April 1961. The survey was thereafter taken on hand in the 25 villages selected for village survey through the investigators deputed from the Census Organisation, who were first trained by the Research Officer. For this purpose, six pairs of investigators were deputed to cover all the 25 villages. The field work was carried out from 1st October, 1961 to

30th June, 1962. The schedules of some of the villages filled in the earlier stages were reviewed by the office of the Registrar General and defects pointed out were rectified as desired. Brief notes in respect of the social and economic characteristics of the villages were also compiled and sent to the office of the Registrar General where the tabulation was decided to be undertaken. The work was completed at the State level by 9th August, 1962 by which date the schedules of all the villages were submitted to the Registrar General. One of the tables prepared from the schedules, viz., Table 9 was received from Registrar General's office under his letter No. 23/1/61-RG dated 23rd April, 1965, for study and incorporation, if necessary, in the Village Survey Monograph reports.

CHAPTER XV  
PAPER AND PRINTING

SUPPLY OF PRINTING PAPER AND BINDING MATERIAL FOR THE 1961 CENSUS PUBLICATIONS

1. THE CENSUS of 1961 takes a great stride forward in the direction of census taking, when the entire structure and pattern of the national count has been oriented. The scope of the census has been widened both extensively as well as intensively by so framing the various census schedules as to add a number of new features. As against 22 tables compiled in 1951, there are as many as 64 tables in 1961, many of which are more elaborate and detailed than any of their predecessors. Monographs of Village Survey, Handicraft Survey, Ethnographic Notes on Scheduled Castes and Scheduled Tribes, Housing Report and Tables on Housing and Establishments and Atlas Volume were also added in the 1961 Census. It was decided that the Census Publications of 1961 Census should be printed in a uniform size, viz., demy-quarto, i.e., 11½"x8¾". For printing such a large number of statistical as well as textual publications, a huge quantity of printing paper, map paper and binding materials was necessary. With a view to make arrangements for supply of first instalment of white printing paper for census publications, the Registrar General, India, New Delhi collected information regarding number of copies of each of the census publications to be printed by each Superintendent of Census Operations in August 1960. On the basis of the information furnished by this office, the Registrar General allotted 430 reams of White Printing Paper in December 1960. This lot was received on 8th February, 1961. In order to arrange for the centralised supply of the required quantity of the printing and binding material in time, the Registrar General, India, called for the indents of the requirements from the Superintendents of Census Operations. The following requirements were indented by this office in April 1962.

- (1) White Printing Paper 1,876 reams (excluding 430 reams received in 1961)

- (2) Black Art Canvas 4,410 yards  
(3) White Cartridge Paper Reams 41-255 Sheets  
(4) Mottled Grey Cover Paper Reams 41-255 Sheets  
(5) Straw Boards . . . 20,755 Sheets  
(6) Litho Paper for Maps Reams 124-200 Sheets  
(7) Art Paper . . . Reams 64-00 Sheets

2. The Registrar General had advised that the silver leaves required for embossing deluxe copies will have to be arranged locally by the Superintendent of Census Operations.

3. The Registrar General, India placed a consolidated indent with the Controller of Stationery, Calcutta at various times for the supply of the materials to the respective Superintendents of Census Operations.

4. As the question of selecting suitable paper for printing of line-drawings, charts, graphs, maps etc., and for the Atlas Volume was not finalised, the Registrar General first placed an order for supply of 32 reams of Super Calendered Map Printing Paper in the size of 27½"x40". This lot was received on 19th April, 1963. Thereafter, it was decided in October 1963 by the Registrar General, India that the Atlas Volume of Gujarat should be in the School Atlas size, viz., 12"x10½" on account of the size of the map of Gujarat and mode of presentation and that it should be printed on Sunlit Offset Paper. The Registrar General advised that the further quantity of map printing paper required for Atlas Volume and for printing of all charts, graphs, etc., will be supplied in the size of 24"x42". It was estimated that 76 reams of paper will be required for printing of Atlas Volume in addition to the original demand. The Registrar General had, therefore, arranged for supply of 223 reams of Sunlit Offset Paper to Gujarat which was received on 27th March, 1964.

5. The requirement of art paper was revised and the Registrar General was requested to supply 75 reams of Art Paper in place of original estimate. The Registrar General accordingly arranged for supply of the same. The consign-

SUPPLY OF PRINTING AND BINDING MATERIAL

ment of 75 reams of Art Paper was received on 31st January, 1964.

6. As regards silver leaves, the local presses where printing of the census publications was undertaken, intimated that the silver leaves available locally were not suitable for their guiding machines and they would themselves make arrangements for use of the suitable silver leaves for embossing deluxe copies of the census publications provided charges at the rate 40 P. per copy are allowed for the same. This rate was approved by the Chief Controller of Printing and Stationery.

7. A statement showing the quantity of printing paper and binding materials received from time to time from the mills and manufacturers on whom the supply orders for the same were placed by the Controller of Stationery, Calcutta, for Gujarat is given in Appendix XIX.

8. In 1963 while General Population Tables were being printed it was noticed that the stock of printing paper had turned yellow. Arrangements were, therefore, made to obtain 180 reams of better quality of printing paper available with the Superintendent of Census Operations, Maharashtra which were received in three lots of 100, 20 and 60 reams on 10th February, 1963, 2nd September, 1963 and 23rd January, 1964 respectively, which proved very useful in completing the printing of the publication on hand. Against this quantity 120 reams were returned to the Superintendent of Census Operations, Maharashtra and the question of returning 60 reams was dropped on the advice of the Registrar General, India.

9. There was, however, some delay in the supply of map paper and binding material from the Stationery Office, Calcutta. As the printing of some of the census publications had been completed and as the binding material had not been received up to January 1963 despite repeated reminders, the following purchases from the Director of Government Printing and Stationery, Ahmedabad in addition to some local purchases as authorised by the Registrar General had to be resorted to.

| Particulars                                                       | Quantity purchased | From whom purchased                                 | Date of purchase |
|-------------------------------------------------------------------|--------------------|-----------------------------------------------------|------------------|
| Mottled Grey 150 sheets<br>Pulp Boards<br>18"x28"                 |                    | Director,<br>Government<br>Printing &<br>Stationery | 2-2-63           |
| Green Pulp 525 sheets<br>Board 22"x28"<br>(56x71 cms)<br>14.5 Kg. |                    | "                                                   | 16-3-63          |
| Italian Ivory 150 sheets<br>Art Paper<br>23"x36"                  |                    | "                                                   | 6-3-63           |
| Mottled Grey 510 sheets<br>Pulp Board<br>18"x28"                  |                    | "                                                   | 18-3-64          |
| Mottled Grey 515 sheets<br>Pulp Board<br>18"x28"                  |                    | "                                                   | 13-10-64         |
| Black Art 168 yards<br>Canvas                                     |                    | Navajivan Press                                     | 15-4-63          |
| Black Art 250 yards<br>Canvas                                     |                    | Navajivan Press                                     | 21-11-63         |

ARRANGEMENTS FOR PRINTING

10. As early as in December, 1961 the Registrar General, India advised the Superintendents of Census Operations to be on the look-out for good presses which could produce the required quality printing.

11. He also communicated a note showing the manner in which every table should be presented and laid down the method for working out the page requirements for all India tables. For each table, he indicated the size of types to be used for title, caption, etc., and the space required for each column indicated in ems. The Superintendents were asked to work out the page requirements for their State for each table. The presentation was also prescribed for each table. Accordingly the details of the number of pages required for each table were worked out. This was very helpful in estimating the number of pages required to be printed and also the requirements of the paper. For the guidance of the Superintendents, he also laid down the following instructions useful for quality printing.

**'Don'ts'**

(1) Full stops are not to be used at end of captions in Table Headings. Thus do not print Towns, but just Towns

(2) Avoid all horizontal lines except the bars or brackets in captions

(3) Avoid all unnecessary lines, dots, brackets and ornamentations

(4) Avoid a bigger type where a smaller will do

**Do's**

(1) The secret of a good page of statistics is (a) spacing between horizontal and vertical columns; (b) variations in type to distinguish between grand totals, sub-totals, different units of aggregates and such things as cities, town-groups and towns. Variety is obtained not only by size of type (the scope in range of size is limited) but by boldness or otherwise, italics, etc; (c) Uniformity in use of a particular type or characteristic for the same type of territory or population unit throughout like a State, division, district, taluka, city, town etc; (d) repeating the serial number and even names at the right hand end of the second page when the table is laid on a double page spread (using even and odd facing pages) and (e) compactness and economy. It is better to achieve a certain density of printing than to allow the page to look too thinly spread out.

(2) The reader must be given coherent statistics in the same page, that is columns that hang together. Thus if a characteristic relates to both rural and urban or males and females, both rural and urban or males and females should be printed in the same page, and not males in one page and females in the next.

(3) Long and continuous blanks should be avoided as much as possible. At the same the reader must not be left in doubt that certain things have been dropped out or omitted by carelessness or mistake. Thus, if in Table B-IV, say there should be a succession of minor groups for which there are no figures at all for district, they may be omitted instead of filling up the spaces with blanks but a footnote must be entered at the foot of the page very specifically that there is not a single figure for such and such

minor group which is the reason they do not find any place in the table.'

12. It was desired by the Registrar General that the printing of the text should be done in double columns. Specimens of the printed text and printed table were furnished to the Superintendents for guidance as regards presentation. The specimen dummies of bound deluxe and ordinary volumes were also supplied. For the sake of uniformity, it was decided that all the publications of all the States of India should be printed in demy quarto size 3 $\frac{3}{4}$ " x 11 $\frac{1}{4}$ " and as far as possible types to be used for printing should be Times Roman or Baskerville. All these instructions went a long way in ensuring very high quality of printing and binding of all the census publications.

13. The State Government Press was newly established at Ahmedabad and as such it was not possible for it to undertake the printing of the 1961 Census publications. In pursuance of these instructions a circular letter was issued by this office in January 1962 to 7 leading private printing presses of Ahmedabad, Anand and Baroda to offer their quotations for undertaking printing work of the census publications. These presses showed their inability to undertake the printing of the census publications. On account of the limited capacity of the Government Press on the one hand and the non-availability of suitable private presses on the other hand, it was decided in the third conference of the Superintendents of Census Operations held at New Delhi in the 1st week of February, 1962 that where the State Government Presses were not prepared to undertake the printing work, they could help the Superintendent of Census Operations by inviting tenders on behalf of them and choosing the best press. In accordance with this decision the Chief Controller of Printing and Stationery requested the Director, Government Printing and Stationery, Ahmedabad demiofficially in the month of February, 1962 to render all necessary assistance to the Census Superintendent in successful completion of this very difficult assignment. Thereafter a meeting of the Secretary, Health and Industries Department, Government of Gujarat, Director, Government Printing and Stationery, Ahmedabad, the Superintendent of

Census Operations and the Deputy Superintendent of Census Operations was held on 6th March, 1962 in the chamber of the Secretary, Health and Industries Department, wherein the Director, Government Printing and Stationery assured the Superintendent of all help in the matter of inviting quotations from and selection of private presses according to the prescribed specifications. In view of this, the Director prescribed the specifications and terms and conditions for printing of census publications. They were finalised in accordance with the instructions received from the Chief Controller of Printing and Stationery. The quotations were then invited by the Director from the private presses in Ahmedabad. Only three presses had quoted their rates. The rates quoted by the lowest tenderer were, however, higher than the scheduled rates of the Chief Controller of Printing and Stationery. The matter was thereupon referred to the Chief Controller. In order to finalise the matter on the spot by joint discussions, the Chief Controller of Printing and Stationery and Assistant Financial Adviser, New Delhi visited Ahmedabad on 13-9-62 when a meeting of printers was convened. The Director, Printing and Stationery, Ahmedabad also attended the meeting. Out of the 34 printers who were present, 21 expressed their inability to undertake this work. Discussions were finally limited to the 13 presses whose representatives were called for individual discussion. As a result of these negotiations, it was possible to get the rates reduced reasonably so as to bring them within 50 percent over the scheduled rates. These rates were approved by the Ministry of Works, Housing and Supply. Agreements drafted on the lines of the general conditions of the contract laid down by the Chief Controller of Printing and Stationery as also by the Director, Government Printing and Stationery, Ahmedabad were executed with the printers and necessary deposits in the form of National Saving Certificates or National Defence Certificates were taken from the printers.

14. Before actually allotting the work to private presses, the Deputy Director of Government Printing and Stationery was required to assess the capacity of each private press and the work was to be entrusted to those which have been found to have sufficient capacity and

the quality of type required for the printing of census publications. After due inquiry by the Deputy Director, it was decided to allot the work to the three presses, viz., (1) Navajivan Printing Press, (2) Subhash Printery and (3) Harihar Printing Press. Of these, M/s. Harihar Printing Press could not give satisfactory work and as such the work entrusted to it for printing was withdrawn. Subsequently one new press, viz., M/s. Nayan Press came forward to undertake the printing of the census publications. After taking into consideration the capacity of the Nayan Press, the work was also allotted to it.

15. The following table shows the census publications printed at these presses.

|          | Publication                                     | Name of Press    |
|----------|-------------------------------------------------|------------------|
| I-A(i)   | General report                                  | Navajivan Press  |
| I-A(ii)a | "                                               | "                |
| I-A(ii)b | "                                               | "                |
| I-A(iii) | General Report-Economic Trends and Projections  | "                |
| I-B      | Report on Vital Statistics and Fertility Survey | Nayan Press      |
| I-C      | Subsidiary Tables                               | Navajivan Press  |
| II-A     | General Population Tables                       | Subhash Printery |
| II-B(1)  | General Economic Tables (Tables B-I to B-IV-C)  | Navajivan Press  |
| II-B(2)  | General Economic Tables (Tables B-V to B-IX)    | "                |
| II-C     | Cultural and Migration Tables                   | "                |
| III      | Household Economic Tables                       | "                |
| IV-A     | Report on Housing and Establishments            | "                |
| IV-B     | Housing and Establishment Tables                | "                |
| V-A      | Tables on Scheduled Castes and Scheduled Tribes | Nayan Press      |
| VI       | (1) Village Survey Monograph on Pachhatardi     | Navajivan Press  |
|          | (2) Village Survey Monograph on Magdalla        | "                |

| Publication                                      | Name of Press                                                        |
|--------------------------------------------------|----------------------------------------------------------------------|
| (3) Village Survey Monograph on Bhirandiara      | Nayan Press                                                          |
| (4) Village Survey Monograph on Bamanbore        | Navajivan Press                                                      |
| VII-A (1) Agate Industry of Cambay               | "                                                                    |
| (2) Wood Carving of Gujarat                      | Baroda Government Press                                              |
| VII-B Fairs and Festivals                        | Navajivan Press                                                      |
| VIII-A Administration Report-Enumeration         | Subhash Printery                                                     |
| IX Atlas Volume                                  | Government Central Press and Government Photo Litho Press, Ahmedabad |
| X-B Special Tables on Cities and Block Directory | Navajivan Press                                                      |
| X-C Special Migrant Tables for Ahmedabad City    | "                                                                    |

It will be observed from the above that the most of the publications have been printed by the Navajivan Press.

PROOF-READING

16. Printing of the census publications involved about 12,000 pages in print. As the whole volume of printing was to be comple-

ted as early as possible, it called for thorough organisation for day to day proof-reading and watching of several other processes such as timely preparing of drawing, block making, etc., involved in printing. Detailed instructions were given to the printers as prescribed by the Registrar General. With a view to cope up with the volume of proof-reading work, the post of 1 Head Proof reader, 10 proof-readers and 6 copyholders were created. In addition, several compilers and assitant compilers were also trained in the art of proof-reading. The gally proofs were seen by the Superintendent himself as well as by the proof-reading section. The page proofs were also seen particularly for presentation purposes by the Superintendent and carefully compared in the technical section as well as in the proof-reading section. Proof-reading is a strenuous job which calls for undivided attention of the whole office, both as regards correctness of text, accuracy of figures and presentation. Several publications remained under print at a time either in one press or at different presses and the progress had to be reviewed daily in the morning. Whenever the output was not adequate or corrections of the mistakes were not carried out in the subsequent proofs, personal discussions with the managers of the presses was found to be very helpful in accelerating the work. By and large, the credit for turning out considerable number of census publications comparatively in a short time goes to the technical and proof-reading sections which functioned as a team and worked out of office hours and even on holidays.

CHAPTER XVI  
COST OF THE CENSUS

COST OF ENUMERATION

1. THE TOTAL amount of expenditure incurred on payment of honorarium in 1960-61 was Rs. 721,175. 84 as stated in the Administration Report on Enumeration. In 1961-62 and thereafter expenditure was incurred on Enumeration, which consists of pay of establishment sanctioned for district and taluka census offices, special staff to municipalities and the Corporation, payment of honorarium for house-numbering and house-listing, honorarium to enumeration staff and other charges. The details of the cost incurred upto the end of November, 1965 is as under :

|                                   |                      |
|-----------------------------------|----------------------|
|                                   | Rs.                  |
| (1) Pay of Establishment . . .    | 231,310              |
| (2) Allowances & Honoraria. . .   | 263,253              |
| (3) Honorarium to enumerators . . | 778,438              |
| (4) Other charges . . . . .       | 105,856              |
| <b>Total . . . . .</b>            | <b>Rs. 1,378,857</b> |

As the population of the State is 20,633,350 the *per capita* expenditure on enumeration comes to 6.68 paise.

COST OF TABULATION

2. The cost incurred on tabulation of census data consists of expenditure incurred on tabulation of housing data, that incurred in the four regional tabulation offices organised at Ahmedabad, Surat, Rajkot and Bhavnagar, that on Central Tabulation Section of the Superintendent's office and expenditure involved in carrying out mechanical tabulation of household schedules. The details are as under :

|                                 |           |
|---------------------------------|-----------|
|                                 | Rs.       |
| (i) Housing Tabulation . . .    | 70,329    |
| (ii) Tabulation in Regional . . |           |
| Tabulation Offices . .          |           |
| Ahmedabad . . .                 | 432,223   |
| Surat . . .                     | 356,774   |
| Rajkot . . .                    | 385,299   |
| Bhavnagar . . .                 | 309,443   |
| Total cost on Regional . . .    |           |
| Tabulation Offices . . .        | 1,483,739 |

(iii) Expenditure on Central Tabulation. The cost incurred on tabulation of data pertaining to main, subsidiary and inset tables in the Central Tabulation Section of Superintendent's office is Rs. 699,880.

(iv) The tabulation of data pertaining to household schedules was carried out mechanically by the Bureau of Economics and Statistics, Ahmedabad. The overall cost incurred on establishment, hiring of equipment, punch cards, etc., comes to Rs. 100,381.

The total cost on tabulation, therefore, amounted to Rs.2,354,329.

COST OF SPECIAL STUDIES

3. In the Census of 1961 special studies such as monographs on Village Survey, Handicraft Survey and Ethnographic Notes on Scheduled Castes and Scheduled Tribes have been undertaken in addition to census proper. With a view to carry out the field survey, processing of data and drafting of monographs, a special section with one Deputy Superintendent was organised in the office of the Superintendent of Census Operations. The cost incurred on the Special Studies Section amounts to Rs.373,404.

COST OF PAPER AND PRINTING

4. Cost of paper used for enumeration and sorting and tabulation forms amounted to Rs. 43,987.

For bringing out unprecedented number of census publications in the Census of 1961, huge quantity of paper and binding material was utilised, the details of which have been given earlier. The cost incurred on paper and binding material amounted to Rs. 122,265.

It also involved printing of publication on a very large scale. The cost of printing of these publications incurred up to the end of November 1965 comes to Rs. 184,631.

MISCELLANEOUS COST, IF ANY

5. The following amount of expenditure was incurred on miscellaneous items in the Census of 1961.

|                                                                                                      |               |
|------------------------------------------------------------------------------------------------------|---------------|
| Other items of expenditure                                                                           |               |
| (a) Printing of forms for sorting, compilation and tabulation                                        | Rs. 40,992    |
| (b) Printing of forms for Special Studies                                                            | 595           |
| (c) Printing of forms for Fertility Survey                                                           | 756           |
| (d) Transport and freight charges in respect of papers, binding materials, census publications, etc. | 6,056         |
| (e) Packing and despatching charges in respect of census publications                                | 2,648         |
| (f) Other enumeration, printing and stationery charges                                               | 951           |
| <b>Total</b>                                                                                         | <b>51,998</b> |

COMPARISON OF COST WITH PREVIOUS CENSUS

6. The net cost incurred on the Census of 1951 for the State of Bombay, after deducting the contributions recovered from Local Bodies amounted to Rs. 1,110,804. In 1961, the total cost involved in carrying out of Census for the State of Gujarat amounted to Rs. 5,523,672. This figure includes an amount of Rs. 1,014,201 on account of pay and allowances of the Superintendent's office (Appendix-xiv). If the amount of Rs. 416,106.55 recovered from the Municipalities and the District Local Boards, as a part of their contribution for taking of the Census, as provided in Rules 3 and 4 of the Bombay Local Authorities Census Expenditure Contribution Rules 1960, is deducted from the total cost involved, the net cost comes to Rs. 5,107,565.45.

COST PER CAPITA

7. The net cost of the Census after deducting the contribution from Local Bodies in Bombay State in 1951 amounted to 5.2 pies per person. In 1961 the *per capita* expenditure comes to 24.75 paisa.

CHAPTER XVII

ARRANGEMENTS OF NUCLEUS STAFF FOR INTERCENSAL WORK

1. UP to 1951 the census used to get organised in the 8th year of the decade and then was wound up round about fourth or fifth year of the next decade. In the intervening period, no organisation of census existed for a period of about 3 years at the State level. The Registrar General's office, however, continued to function through out the decade. Between 1951 and 1961, however, special census organisation had to be set-up in some of the States for special tabulation of language data and caste names. In the Census of 1961 the organisation at the State level continued to function up to 1966. The next census is expected to start in 1968. Therefore, in the interest of continuity of experienced staff as also maintenance of records and buildings, it was considered more economical to continue a small cell of the census office in each State.

2. With a view to facilitate the work of Vital Statistics Wing of the Registrar General's office and also the work of the Research Officers in his office it was considered essential to have a technical wing in addition to administrative section in the nucleus staff of the State Census offices. Thus the composition of the State census office should have both administrative as well as technical Staff.

3. After considering all the above facts, the Registrar General recommended the retention of the following staff in the census offices as nucleus staff for intercensal period.

| <i>Name of the post</i>                    | <i>No. of Posts</i> |
|--------------------------------------------|---------------------|
| Deputy Superintendent of Census Operations | 1                   |
| Head Assistant                             | 1                   |
| Upper Division Clerk                       | 2                   |
| Steno-typist                               | 1                   |
| Lower Division Clerk                       | 1                   |

| <i>Name of the Post</i>     | <i>No. of Posts</i> |
|-----------------------------|---------------------|
| Record Keeper-cum-Librarian | 1                   |
| Research Officer            | 1                   |
| Investigator                | 4                   |
| Statistical Assistant       | 4                   |
| Draftsman                   | 1                   |
| Computer                    | 8                   |
| Proof-Reader                | 2                   |
| Assistant Compiler          | 16                  |
| Daftary                     | 2                   |
| Peons                       | 6                   |
| Chowkidar                   | 1                   |
| <b>Total</b>                | <b>52</b>           |

4. The Registrar General directed that the Superintendent of Census Operations should earmark the persons to be continued in the nucleus staff. Accordingly a tentative list of personnel to be retained in the nucleus staff was prepared. In November 1964 the Registrar General informed that the Government of India had agreed to his proposal regarding nucleus staff and called for the estimated expenditure on account of nucleus office. As far as Gujarat is concerned, the Registrar General was informed that the estimated expenditure on nucleus office will be Rs. 182,597 including contingencies of Rs. 26,400. This matter was discussed in the Fourth Conference of Superintendents of Census Operations held in Trivandrum between 4th February, 1965 and 6th February, 1965. The following decisions were taken in the conference in this matter.

- (1) The nucleus staff should be brought into effect from 1st March, 1966.
- (2) The pattern of staff for all States was finalised. In respect of Gujarat, the following pattern was fixed.

| <i>Name of the Post</i>                          | <i>No. of Posts</i> |
|--------------------------------------------------|---------------------|
| Deputy Superintendent of Census Operations . . . | 1                   |
| Head Assistant . . .                             | 1                   |
| Upper Division Clerk . . .                       | 2                   |
| Lower Division Clerk . . .                       | 2                   |
| Record Keeper-cum-Librarian . . .                | 1                   |
| Staff-car Driver . . .                           | 1                   |
| Steno-typist . . .                               | 1                   |
| Tabulation Officer . . .                         | 1                   |
| Investigator . . .                               | 2                   |
| Statistical Assistant . . .                      | 2                   |
| Draftsman . . .                                  | 1                   |
| Computer . . .                                   | 4                   |
| Proof-Reader . . .                               | 2                   |
| Assistant Compiler . . .                         | 8                   |
| Daftary . . .                                    | 2                   |
| Peon . . .                                       | 4                   |
| Chowkidar . . .                                  | 1                   |
| <b>Total . . .</b>                               | <b>36</b>           |

(3) The ceiling of expenditure on nucleus staff was fixed at Rs. 1 lakh.

5. The Registrar General thus called for revised estimate of nucleus staff in view of the above decision. The revised estimate which was accordingly submitted amounted to Rs. 113,090 the excess of Rs. 13,090 over the fixed ceiling being on account of increased rates of House Rent Allowance and Compensatory City Allowance in Ahmedabad which is B-I class city. The Registrar General, however, insisted that the expenditure on nucleus should be limited to the ceiling fixed by changing the pattern, if need be. In the circumstances, it was decided to drop the following posts from the approved pattern of nucleus staff so as to accommodate

the expenditure within the fixed ceiling of Rs. 1 lakh.

- 1 Investigator
- 1 Proof-Reader
- 3 Assistant Compilers

PRESERVATION OF RECORDS

6. The individual slips and 80 per cent household schedules (non-sampled) of all rural areas have been handed over to the Collectors of Bhavnagar, Rajkot and Surat systematically arranged in wooden boxes as mentioned earlier. For the safe custody and proper preservation of these records, one Aval Karkun of the Collector's office, Rajkot, District Record Keepers of Bhavnagar and Surat are being paid honorarium of Rs. 25 per month each. In case of records stored in Surat, the room in which the boxes containing these records were kept was found to be infested with white-ants. The 46 damaged wooden boxes were, therefore, replaced by steel boxes and all the boxes containing the census records were shifted to another room which was got treated against white-ant trouble before shifting so as to avoid any damage to the slips and schedules.

7. The remaining sorting and tabulation record which was brought from the tabulation offices of Rajkot, Bhavnagar and Surat to the Central Tabulation Section have been preserved in the premises of the urban tabulation office (Block 0/20 ground floor, New Mental Hospital building) along with the individual slips of all urban areas and 80 per cent (non-sampled) household schedules of all urban areas and 20 per cent sample household schedules of the State. These records are in charge of the record keeper of the Superintendent's office. The other records of the tabulation offices, viz., accounts and administrative records and the records of Superintendent's office are preserved in the record room of the Superintendent's office (10, Gandhi Baug, Behind Law College).

CHAPTER XVIII  
SUGGESTION FOR THE NEXT CENSUS

SUPPLY OF STATIONERY TO THE TABULATION OFFICES

1. As a result of experience gained in organising the regional tabulation offices, it is felt that considerable hardships are caused to these offices in regard to stationery required by them, as the Stationery Office, Calcutta does not supply the required stationery in time. It is, therefore, suggested that advance arrangements may be made in future to work out the items of stationery required by the regional tabulation offices and they may be supplied to them as soon as they start functioning.

GRADED SCALES TO STAFF IN THE CENTRAL TABULATION SECTION

2. It is appropriate to create the posts of compilers and assistant compilers on fixed consolidated pay in the Regional Tabulation Offices as they are purely temporary and fixed pay reduces administrative work. It would, however, be necessary to create similar posts in the Central Tabulation Section of the Superintendent's office on graded scales of pay as these posts are continued for a considerable period.

## APPENDICES

## APPENDIX I

### Summary of proceedings of the second conference of Superintendents of Census Operations held from the 5th to 12th August, 1960

The Second Conference of the Superintendents of Census Operations was held in New Delhi between the 5th and the 12th of August, 1960. The Conference was inaugurated by Shri V. Viswanathan, ICS, Secretary to the Government of India, Ministry of Home Affairs, who wished the Conference every success. The Chairman welcoming the Superintendents of Census Operations briefly indicated the Tabulation Programme for the next Census.

The Conference then took up the review of work done in regard to enumeration. Each Superintendent explained in detail the work that has been done so far in his State in respect of the different items relating to Census enumeration work mentioned in the Agenda.

The Chairman in reviewing the progress dealt in detail on the following points:

#### LANGUAGE

The Registrar General stressed the importance of correct enumeration of the mother-tongue at the coming Census in those pockets where there is a dispute about the languages. This was particularly applicable to Assam where recently there was some tension in the State on issues based on the language, in Punjab where the language returns even at the 1951 Census were vitiated due to the tension between two principal communities and where the language problem has not yet been solved and in the border areas of Mysore and Maharashtra, especially the Belgaum area where even at the 1951 Census some special arrangements had to be made to ensure the correct returns of mother-tongue.

The Superintendent of Census Operations, Assam, explained that the linguistic division of the State is quite clear, namely, that districts in the Brahmaputra Valley consist mainly of Assamese-speaking population, the Cachar district in the Surma Valley consists of mainly Bengali speaking and in between in the hill districts the people

speak a large number of hill languages. He explained that the large increase in the Assamese speaking population according to 1951 Census was due to the influx of Muslims from East Pakistan who in order to be able to settle on land claimed themselves to be Assamese and returned their mother-tongue consequently as Assamese. These Muslims were, in actual fact, Bengali-speaking. He said that he would be on his guard to see that as true a return as possible is made at the next Census. If any complication is likely to arise he will report to the State Government authorities and the Registrar General for further instructions in the matter.

As regards Punjab, the Superintendent of Census Operations reiterated that the tension has already started in his State and it is not possible for him to suggest any manner by which the accuracy of language returns at the next Census could be ensured. He also stated that the returns of religion is also likely to be vitiated. He, therefore, requested that so far as Punjab is concerned as a special case the questions relating to mother-tongue and religion should be deleted. If both could not be dropped at least the language questions should be dropped. If this is done he could ensure that proper and correct answers could be obtained in the case of other questions in the Census Schedule.

The Superintendent of Census Operations, Mysore, stated that it may be necessary to make special arrangements in Belgaum area as even after the reorganisation of the States some areas in Belgaum especially Belgaum town is still in dispute. He stated that the arrangements made at the 1951 Census, viz., appointment of duplicate enumerators in each of the two languages is not desirable and the method suggested for adoption in the case of Madras in that Census for the Bellary district which was also under dispute would be preferable. This envisaged the appointment of a committee of respectable persons to

whom the records would be shown in disputed cases of mother-tongue returns. The Registrar General stated that even this may not be desirable and, therefore, he wanted that a Deputy Superintendent of Census Operations should be located in Belgaum during the enumeration period. The enumeration personnel may be selected as far as possible from among Central Government Servants stationed in Belgaum. Any dispute about the record of mother-tongue in particular cases should be referred to the Deputy Superintendent of Census Operations who should examine the records and satisfy himself that they have been correctly made.

#### MAPS

The Registrar General stated that he was not happy about the progress made in the procurement of maps and wanted that all Superintendents who are lagging behind should take immediate steps to have these maps prepared and the preparation completed in the course of next month or two. The notional maps of villages and towns where there are no survey maps, should also be prepared wherever possible. The main deficiencies of the Indian Census Reports in the past were that they lack good maps and this should be rectified at the 1961 Census.

#### RESERVE ENUMERATORS

The next point touched by the Registrar General was 'Reserve Enumerators'. He stated that there should be a minimum reserve of 10% enumerators. After some further discussion it was agreed that discretion should be left to the Superintendents who should ensure that adequate reserve is provided. It was also pointed out that the guiding principle should be that remuneration should be paid only to those who actually worked and that in the case of those reserve enumerators who attended the training classes travelling allowance wherever it is admissible should be paid.

#### CHECK POSTS

As regards check posts (item No. 7) in the case of snowbound areas Registrar General stated that there are two possibilities of duplication or under enumeration. One is that persons from the snowbound areas may move to the plains

after enumeration and the other is that people from the plains may move to the snowbound areas after enumeration in the snowbound areas. In the former case it is necessary that the people from the snowbound areas who come to the plains areas after enumeration but before the enumeration in the plains areas should not be enumerated again in the plains areas. In the latter case it is necessary that those persons who have moved into the snowbound areas from plains areas after the enumeration in the snowbound areas but before the enumeration in the plains areas should be enumerated in the snowbound areas when they arrive there as otherwise there will be under enumeration. This will apply only to Himachal Pradesh, Jammu and Kashmir, Punjab and Uttar Pradesh where there are snowbound areas and the enumeration in these areas will be conducted during September-October, 1960. Each person enumerated in the snowbound areas should be given a token to the effect that he has been enumerated at the Census. This token should also contain his/her name. It should also be widely publicised that every person who has been given a token should carry this token with him/her and should not lose it. If after the enumeration he wants to move into the plains he should produce this token at the Thana or Police Station on the border. If the person does not show this token he is likely to be harassed and detained. In the case of Jammu and Kashmir the grazier who usually moves from snowbound areas to plains during the winter carry grazing permits with him. It should be given at the back of the grazing permit that he has been enumerated at the 1961 Census and full details of the person should also be given for checking purposes. In the case of Jammu and Kashmir there are already Forest checkpoints which will be utilised as checkpoints for Census also. It will not be possible for the Census organisation to establish any checkpoint as they have no jurisdiction in the State territories for establishment of such checkpoints.

In the case of those persons who move into the snowbound areas after enumeration has been completed in the snowbound areas from the plains areas instructions should be issued that village officers should check up and enumerate these persons preferably at the time of

enumeration in other parts of the country. Due publicity should be given for this also. It is understood that in each village there will be some sort of official who will be able to do this work.

#### ENUMERATION OF DEFENCE PERSONNEL

Ministry of Defence have issued revised instructions clarifying most of the points raised by the Superintendents.

#### ENUMERATION OF FLOATING POPULATION

The Superintendents of Census Operations, Andhra Pradesh, Gujarat, Jammu and Kashmir, Rajasthan, Orissa, Punjab and Madhya Pradesh proposed to follow the Madras pattern.

Mysore, Bihar will do the enumeration on one night, i.e., 28th night by regular enumerators, Kerala and Maharashtra will do in 2 nights also wherever necessary. In the case of Uttar Pradesh special enumerators will be appointed in the case of Kanpur where the enumeration will be on two nights 28th and 1st March, and in other areas on one night with the existing enumerators. In West Bengal enumeration will be on one night, 28th, and will be done by the existing enumerators and the Police will stand by for any emergency.

#### SPECIAL ENUMERATION OF TECHNICALLY QUALIFIED PERSONNEL

After discussion it was agreed that the proposal of the Registrar General that the special enumeration cards for technical personnel should be left in the household at the time of enumeration and collected at the time of the revisional round, was agreed to. No compulsion should be exercised in the matter but those who did not hand over the filled up cards should be requested to post them. It was agreed that business reply cards should be used and the cards should be addressed to the Superintendent of Census Operations of the State concerned.

In the case of Assam, West Bengal, Bihar, Orissa, Uttar Pradesh, Madhya Pradesh, Rajasthan, Gujarat, Maharashtra and Jammu and Kashmir, the enquiry will be confined to all the urban areas and selected rural areas. In the

case of other States viz., Mysore, Madras, Andhra Pradesh, Kerala, NEFA, NHTA and Manipur the enquiry will be conducted to all parts of the States. It was agreed that each enumerator should be given certain number of cards for his use. It was decided that in the case of cities with over 5 lakhs of population 50 cards should be given to each enumerator. In the case of other urban areas 20 cards for each enumerator should be given. In the case of rural areas it would be sufficient if 5 cards are given. There should, however, be a reserve with Charge Officers for supply to the enumerators whenever necessary. Printing will be done centrally. For this purpose each Superintendent should give an estimate of the number of cards that would be required. The Superintendents of Census Operations were of the view that since they are collecting information the tabulation should also be done by them; the tabulated material alongwith the cards should be handed over to the C.S.I.R. The Chairman stated that he would consult the C.S.I.R. in the matter and inform them. It was agreed that for the purpose of this enquiry only degrees in Science subjects and diplomas equal to degree should be taken into account. Some of the Superintendents wanted that clear instructions should be issued regarding the degrees and diplomas in respect of which information should be collected. It was also thought desirable by some of the Superintendents that the enquiry should be made in the form of a request to the person concerned. The Superintendent of Census Operations, Mysore, desired that the place of birth should also be included in the card as this will give useful information in regard to the migration of technical personnel. The Chairman stated that the recording of permanent address might suffice but he would consult the C.S.I.R. in the matter.

#### ENUMERATION OF INLAND COASTAL POPULATION

The States concerned are Maharashtra, Andhra Pradesh, Kerala, Gujarat, Madras, West Bengal, Andaman & Nicobar Islands. The Superintendent of Census Operations, West Bengal, has already issued special instructions for this purpose. In the case of other States instructions based on the 1951 Census will be sufficient. In the case of Andaman & Nicobar

Islands it was decided that all ships lying in the Port before the 28th will have to be enumerated and signals sent to the Superintendent of Census Operations, Madras or West Bengal, that such and such a ship has been enumerated and that the persons there will not be enumerated again. In the case of those ships bound for Andamans from Madras or Calcutta leaving before the 28th February, the enumeration should be done at the Port of Calcutta or Madras and signals sent to the Andaman & Nicobar Islands. If no such signal is received the Superintendent of Census Operations, Andaman and Nicobar, will enumerate all ships arriving between the 28th February and 10th March.

#### PUBLICITY

The distribution list for pamphlets and posters were amended by the representative of the Information and Broadcasting at the request of the Superintendents of Census Operations. Some of the Superintendents raised the question of preparation of slides. The Chairman said that it was too late for the Ministry of Information and Broadcasting to prepare any slides and it would be done by each Superintendent.

#### HOUSELIST POPULATION

The Chairman stated that all Superintendents, as soon as the houselisting is completed, should prepare statements showing the population for each taluka/tahsil/district/State according to the houselist and the figures for districts and State should be communicated to the office of the Registrar General. Rural/urban figures should be given separately. This will be useful for comparison when the provisional totals for the regular enumeration is compiled. It will also be useful to have these figures pasted on boards and hung in Superintendents of Census Operations' offices.

#### RECOGNITION OF CENSUS WORK

The Chairman stated that he would write to the Home Ministry to address the Chief Secretaries in regard to the stoppage of transfer of officers appointed for Census duty. He also stated that orders from Chief Secretaries in the nature of Bihar and Maharashtra Governments

for making entries in the character roll should be obtained in all other States. The Superintendent of Census Operations, Bihar, raised the question of running shield or trophy for the best Charge in a Sub-division. The Chairman said that there were many difficulties in adopting this but agreed to this being confined to Bihar, which should have one trophy for the entire State for the best district. The Superintendent of Census Operations, Kerala, wanted that one advance increment should be given for outstanding Census work and that Census medals should be presented to the recipients on the Independence Day at the district headquarters and that travelling allowance for travel to the district headquarters should be paid to the recipients. The Chairman did not agree to the first point about the advance increments as this will raise difficulties and the Census cannot be singled out as in the case of other emergency work like flood relief, etc. The Government have to concede to similar requests for advance increments. He agreed to the other suggestions.

The question of issue of certificates was then raised but the Chairman said that wherever certificates were issued in the past and the Superintendents of Census Operations or the State Governments wanted them to continue, this could be done. As regards the criteria for the award of medals the Chairman said that the proportion of medals that should be distributed should be uniform for the States but the award of medals should be left to the State Government as in the last Census. After some discussion it was decided that 50 per cent of the silver medals and 70 per cent of the bronze medals should be reserved for enumerators. The others should be distributed to the higher grades of officers. Each Superintendent should work out the proportion and report to the Registrar General. The office staff and the district and taluk office staff should also be considered for award of these medals.

As regards the supply of copies of the Census films the Superintendents modified their requirements and the modified requirements are given below.

#### PROCEEDINGS OF THE SECOND CONFERENCE

##### Requirements of Census Films in 16 and 35 m. m. by S. C. Os.

|                 | Language   | 16 m. m. | 35 m. m.                           |                           | Language   | 16 m. m. | 35 m. m.                                                |
|-----------------|------------|----------|------------------------------------|---------------------------|------------|----------|---------------------------------------------------------|
| Andhra Pradesh  | English    | 3        |                                    | Punjab                    | Hindustani | 9        |                                                         |
|                 | Hindi      | 10       |                                    |                           | Punjabi    | 9        |                                                         |
|                 | Telugu     | 21       |                                    |                           | English    | 5        |                                                         |
| Assam           | Assamese   | 6        |                                    | Rajasthan                 | Hindi      | 40       |                                                         |
|                 | English    | 3        |                                    | Uttar Pradesh             | Hindi      | 54       |                                                         |
|                 | Hindi      | 2        |                                    | West Bengal               | Bengali    | 5        | 20                                                      |
|                 | Bengali    | 1        |                                    |                           | Nepali     | ..       | 3                                                       |
| Bihar           | Hindi      | 70       |                                    |                           | Hindi      | 2        |                                                         |
|                 | Tribal     | *10      | *(to be dubbed in tribal language) |                           |            |          |                                                         |
| Gujarat         | Hindi      | 2        | 1                                  | Delhi                     | Hindustani | 2        |                                                         |
|                 | Gujarati   | 20       | 2                                  |                           | English    | 1        |                                                         |
| Jammu & Kashmir | English    | 2        |                                    | Himachal Pradesh          | Hindi      | 6        |                                                         |
|                 | Urdu       | 12       |                                    | Manipur                   | Manipuri   | 8        |                                                         |
|                 | Punjabi    | 5        |                                    |                           | Hindi      | 1        |                                                         |
| Kerala          | English    | 2        | 8                                  | Tripura                   | Bengali    | 10       |                                                         |
|                 | Hindi      | 2        | 2                                  |                           | English    | 1        |                                                         |
|                 | Malayalam  | 2        | 18                                 | Andaman & Nicobar Islands | English    | 1        |                                                         |
|                 | Tamil      | 2        | 8                                  |                           | Hindi      | 1        |                                                         |
|                 | Kannada    | 2        | 8                                  |                           | Bengali    | 1        |                                                         |
|                 |            |          |                                    |                           | Tamil      | 1        |                                                         |
| Madhya Pradesh  | Hindi      | 24       |                                    |                           | Telugu     | 1        |                                                         |
| Maharashtra     | English    | 10       |                                    |                           | Urdu       | 1        |                                                         |
|                 | Marathi    | 40       |                                    | N.E.F.A.                  | ..         | ..       | .. (No film is required as there are no theatres, etc.) |
| Madras          | English    | 2        |                                    | N.H.T.A.                  | English    | 3        |                                                         |
|                 | Tamil      | 18       |                                    | Pondicherry               | English    | 1        |                                                         |
|                 | Hindi      | 1        |                                    |                           | Tamil      | 1        |                                                         |
|                 | Malayalam  | 1        |                                    |                           | Telugu     | 1        |                                                         |
|                 | Telugu     | 1        |                                    |                           | Malayalam  | 1        |                                                         |
| Mysore          | Kannada    | 20       |                                    |                           |            |          |                                                         |
|                 | English    | 6        |                                    |                           |            |          |                                                         |
|                 | Marathi    | 1        |                                    |                           |            |          |                                                         |
| Orissa          | Oriya      | 20       |                                    |                           |            |          |                                                         |
|                 | English    | 3        |                                    |                           |            |          |                                                         |
|                 | Hindustani | 2        |                                    |                           |            |          |                                                         |

#### POST ENUMERATION CHECK

Shri S.P. Jain explained the note prepared by him and circulated at the Conference in regard to the Post Enumeration Check. The general principles enunciated in the note were accepted. It was thought that 12th March will be too early for conducting the Post Enumeration Check. The other day recommended was 19th March. As this happens to be Telugu New Year's day and is an important festival in some parts of the country it was decided that the Post Enumeration Check should be conducted on the 21st and 22nd March uniformly throughout the country. Shri Jain will send a technical note in this matter in due course.

#### FINALISATION OF TABLE FORMS AND DRAFT MEMORANDUM

The table forms as revised with reference to the decisions reached at the Conference and the revised memorandum is being circulated to the Superintendents separately.

The following general points were discussed and decisions reached.

#### HOUSING TABLES

In the case of Table III, it was decided that all Superintendents who have completed houselisting should carry out pilot tabulation on both the original draft form as well as the form

as revised by the Conference and give an estimate of time taken separately.

*Table V*

It was decided that the special table as drafted by the Superintendent of Census Operations, Kerala with modifications made by the Registrar General should be prepared for the slum areas of Calcutta, Bombay, Ahmedabad, and Bangalore and for at least one congested city in each State. A copy of the modified form is appended (Annexure I). Each Superintendent can draft his own form on this basis but the draft should be sent to this office for scrutiny and return.

The Chairman added that where it is not possible to take an entire city, a part of the city can be taken consisting of 20 to 25 thousand households, in which case the Superintendents should inform the Registrar General of the particular area they are taking for investigation. In choosing the particular locality some characteristic like over-crowding, congestion etc., should be taken into consideration.

It was decided that the Housing Tables II, IV and V should be prepared on a sample basis, and I and III on full count. The three tables, II, IV and V, will be prepared on a 20 per cent sample of the households. For this purpose every 5th household (column 11 of the Houselist) from the first random household will be taken. In order to ensure the quality of the sample, the sample households will be marked continuously for all the houselists for the rural areas of a taluk/taluk/thana/anchal and for every town with a population of 50,000 and over and for all other towns of a district that is to say households left over in a Houselist should be carried over to the next Houselist for the selection of sample households.

**CENSUS TABLES**

*Primary Census Abstract*

It was agreed after discussion that the recommendations of the earlier Conferences that the principal work should be distinguished from the other work, should be accepted. The number of the question which corresponds to the principal work of the individual (on which he spends most time) will be marked by a bold ring or circle around the question number (e.g. 8, 9, 10 or 11). The

instructions for enumerators should be modified accordingly. The Primary Census Abstract and the other economic tables will be prepared on the basis of the principal work of a person. It was also pointed out by the Superintendent of Census Operations, Andhra Pradesh, that there may be cases where a person may be engaged in more than two productive activities i.e., in his case more than two of the questions 8 to 11, would be filled up. In such cases he said that for preparation of Table B-VII an indication of the second work or activity is necessary. It was agreed that in the case of the second work i.e., which occupies most time after the principal work, a tick should be put on the right hand side of the question number of the second work.

*Table B-IV*

It was decided that the figures for 'Employee' and 'Others' in the case of household industry and 'Employer', 'Employee', 'Family worker' and 'Single worker' in other industry, trade, business, profession or service, should be given only for major groups and this classification is not necessary in the case of minor groups for the table.

*Table B-VII*

Table B-VII, Part I, relates to cross-tabulation between cultivation, agricultural labour and household industry. Part II of the table relates to cross-tabulation where principal work is non-household industry, trade, business, profession or service and additional work is household industry. In the case of a person who is engaged in more than two productive activities the principal work and the secondary work will be indicated in the slip at the time of enumeration. For purposes of Table B-VII, Part II, however, it will be necessary, in the case of persons who are engaged in more than two productive activities of which household industry is one, that household industries should be taken as the secondary work even though it might not have been marked as the second important work at the time of enumeration.

*Table C-VI-Bilingualism*

A question was raised about tabulation in cases where two languages are returned in

question No. 7(b). The Chairman stated that the tabulation will take into account only one language and that will be the first language recorded against the question.

A question was raised about the presentation of the figures. The Chairman stated that it is proposed to follow the Grierson's Classification as stated in the table with such modifications as may be decided upon after consulting the various experts. For this purpose it is proposed to appoint several linguists in this office who will examine the whole scheme taking into consideration the views expressed by those experts who will be consulted. It is also proposed to take help from the section dealing with the languages in the Anthropological Department. A separate table will also be prepared for languages in alphabetical order.

*Table D-II*

In the case of migration table (D-II) the Conference agreed to the recommendations made by the earlier two meetings that a column should be opened for cases where it is not possible to ascertain whether the birthplace was rural or urban in question No. 4(b). This column should be designated 'Unclassifiable'. It is also necessary that some indication should be made in the slip itself in the case of those persons who may not be able to give an accurate answer to the question whether their birthplace was rural or urban. The Conference recommended that instead of putting a cross in the circle of question No. 4(b) as recommended at the earlier meetings, the actual birthplace should be recorded as this may enable the tabulation office to find out whether at least in some cases the birthplace was rural or urban. The following addition will accordingly be made in the instructions to question No. 4(b) :

"3. If the person enumerated is not in a position to say whether the place of birth is a village or town, write the name of the place of birth as returned by him."

**SPECIAL TABLES FOR SCHEDULED CASTES AND SCHEDULED TRIBES**

It was decided that the population of Scheduled Castes and Scheduled Tribes should be given

for each village and should be exhibited in the Primary Census Abstract.

The representative of the Ministry of Home Affairs desired that data on the tribal population employed in shifting or jhum cultivation should be collected. The Chairman stated that it would not be possible for him to collect this information in all States. The North East Frontier Agency has already provided for this in the special Household Schedule applicable to the tribal area. It may be possible to collect this data by inserting a box in the Household Schedule in the case of Manipur, Tripura and Naga-Hills Tuensang Area.

It was decided that the age tables C-II, C-III and C-IV should be prepared for total count and not for the 10 per cent sample as was originally proposed. After the completion of Tables B-I and B-II the slips will be arranged according to broad age groups. They will have only to be further sub-divided into the age groups required for Tables C-II, C-III and C-IV.

*Household Economic Tables*

The question of recording of land in the Household Schedule in the case of persons whose lands are situated at a distance from their households was raised. It was pointed out that even if the land is situated at a distance from a household some heads of households may return as actual cultivators arguing that they are actually engaged in cultivation as it is done under their supervision and direction. According to the Instructions to Enumerators the land should lie within the village or in adjacent villages or within such a distance as enables the household to work on the land or actively supervise the cultivation. It is not possible for the household to supervise the cultivation of land situated at a great distance from the household. But at the same time if the head of the household insists that he is cultivating the land it would not be feasible to question his statement. It was, therefore, decided that in such cases the instructions should be strictly adhered to and the position should be explained to the head of the household. Even after the explanation if the head of the household insists that the land is cultivated by the household it should be recorded as such.

The Household Schedule provides for recording of two household industries. In case where two industries have been recorded the more important one will have to be taken for the preparation of the Household Economic Tables as the tabulation will be for only one household industry. For this purpose the industry which is conducted for greater number of months will be taken as the more important industry.

The Household Tables will be prepared on a 20% sample of the households. Every 5th household from the first random household will be taken. The sample households will be marked continuously for rural areas of a tahsil/taluk/thana/anchal and for urban areas of a district, i.e., households left over in a Household book should be carried over to the next Household book for the selection of sample households. This procedure is essential to ensure the quality of the sample. The sample household will be indicated by a bold tick at the right hand top corner.

The entries in the Household Schedule will be copied on slips and sorted for the various tables. For this purpose the entries will be coded and only the code numbers will be copied on the slips. The slip will be designed by the Registrar General's office and sent to the Superintendents for printing and use.

#### TABULATION

The Chairman stated that as far as possible all the Superintendents including Union Territories except Laccadive, Minicoy & Amindivi Islands should do their own tabulation. The tabulation for Andaman & Nicobar Islands will have to be done in the Islands itself. The tabulation for Naga-Hills Tuensang Area should be done by the Superintendent of Census Operations, Naga-Hills Tuensang Area, either at Imphal, Calcutta or Shillong.

#### TABULATION OF HOUSING TABLES

The Chairman stated that Superintendents who have completed house-listing should set up their tabulation offices in their own offices for preparing the Housing Tables. In doing so they should keep a note of the time that is consumed for each process. A copy of the instructions drawn up by this office will be sent to the Superintendents separately. The Superin-

tendents may suggest any modifications that may be required in the instructions as a result of the pilot tabulation. In the case of other States also the Superintendents should start tabulation of Housing Tables as soon as the house-listing is completed.

The work should start with two teams each of one Supervisor and 6 Compiler-Checkers which can be increased with the progress of work. The preparation of the Housing Tables will give training to the staff in coding because all items will be coded before they are carried to the compilation abstracts. This will also give the Superintendents valuable experience in the organisation of tabulation offices in March, 1961.

#### NUMBER AND LOCATION OF TABULATION OFFICES

As regards the number and location of tabulation offices some of the Superintendents expressed a doubt whether it would be possible to complete the work within nine months with the existing number of tabulation offices.

The Chairman stated that it is desirable that in all the States the urban slips are centralised in a tabulation office at the headquarters itself because it will then be easy to ensure strict control in the pre-coding of house-lists schedules and slips for occupation, industry and other characteristics. For example even educational qualifications may be pre-coded with reference to the several categories. A coding cell could be conveniently set up which would do the coding before handing over the census records for sorting. A doubt was raised whether a tabulation office should be set up entirely for the urban areas even if the urban population is below 5 to 6 million, the standard prescribed for a tabulation office. The Chairman stated that there will be no objection to deal with the rural slips also in the same tabulation office to work out the required quota provided the Deputy Superintendent is made entirely responsible for the urban area in addition to his general work and the Assistant Superintendent responsible for the slips of the rural areas.

It is necessary to code both occupation and industry returns in the case of all urban slips where answers are recorded in question Nos. 10 and 11. The coding should be done accurately and the code numbers should be written very

legibly. In the case of these offices one or two teams of coding staff consisting of 10 coders under the supervision of the Statistical Assistant should be appointed early. The staff engaged for the tabulation of Housing Tables can be transferred to this work in case the Housing Tables are completed before the regular tabulation work is taken up. Otherwise, some of the experienced staff can be switched on to this work. These persons will also have experience in the three-digit coding according to the National Standard Industrial Classification Scheme of products, etc., recorded in column 6 of the House-list. If fresh persons are selected for coding, they should be given sufficient training before they start work. They should at least be given a week or ten days' training. It is, therefore, desirable that they should be appointed in the second week of March so that they can begin work on coding as soon as the records come into the tabulation offices.

It was pointed out by the Chairman that the tabulation office dealing with urban areas can also deal with the tabulation of sample household schedules. A separate coding staff will be necessary for the household schedules also. Two separate sets of teams should, therefore, be set up in each urban tabulation office, one for coding the slips for occupation and industry and the other for coding the household schedules for all items for which coding is necessary for the preparation of the tables. The tabulation offices for rural areas will start functioning from 15th or 16th March.

In this connection, the Chairman stated that the Superintendent of Census Operations, West Bengal, has prepared an alphabetical list of Occupations with Code Numbers. This will be checked in the Registrar General's Office and copies circulated to all Superintendents.

#### STAFF SET-UP OF TABULATION OFFICES

The question of staff set-up of tabulation offices was discussed. On the basis of the proposals made by the Superintendent of Census Operations, Mysore, it was agreed that the following should be the set-up of each tabulation office which will be responsible for the tabulation of about 5 million population:

#### ONE Deputy Superintendent

He will be either a Provincial Civil Service officer or a Statistical officer and will be appointed by the Central Government. He will be eligible, in addition to his grade pay, for a special pay of Rs. 150 or 33½% of his grade pay whichever is less.

#### ONE Assistant Superintendent or Tabulation Officer

On a par with the Head Assistant's grade, i.e. Rs. 250-15-400. It was suggested by the Chairman that the existing Statistical Assistants can be appointed to these posts with suitable additions to their emoluments in order to encourage the existing staff to take more interest in Census work.

ONE Statistical Assistant in the scale of Rs. 160-10-330

FOUR Tabulation Assistants in the scale of Rs. 120-8-200-10-220

20 Supervisors either on a fixed pay of Rs. 160 in cities and Rs. 150 in other areas or in the grade of Rs. 100-5-160

40 Compiler-checkers on a fixed pay of Rs. 140 in cities and Rs. 130 in other areas

200 Sorters on Rs. 120 in cities and Rs. 110 in other areas

The Chairman stated that the above emoluments should be taken as maximum and it is left to each Superintendent to make internal adjustment within the pay of Sorters and Compiler-checkers or give lower scales of pay.

The administrative staff of each tabulation office should be as follows:

ONE Head Clerk-cum-Accountant on Rs. 80-220

ONE Cashier

ONE Record Keeper on Rs. 60-130

ONE Daftary or an Attendant

TEN Class IV staff

ONE Typist

The Deputy Superintendents who have already been provided with one clerk will carry those clerks to the tabulation offices at the tabulation stage. This post can be that of an Upper Division Clerk in which case he can also act as Stenographer to the Deputy Superinten-

dent. The peon attached to the Deputy Superintendent will also be carried to the tabulation office. In addition to the above staff each office will have to be provided with as many machine operators as there are machines.

A question was raised whether a Manager in the scale of Rs. 300-20-500 should not be appointed in each tabulation office. The Chairman stated that it may not be desirable to have such a high paid officer in addition to the Deputy Superintendent in a tabulation office but if any difficulty is felt in a particular State he may consider the matter.

#### *Method of Recruitment*

The Chairman acknowledged that the problem of recruitment of such a huge staff will be difficult especially as the Employment Exchanges may not offer good people and large number of suitable persons may not register themselves in the Employment Exchanges. He, therefore, advised all the Superintendents to notify in consultation with Directors of State Employment Exchanges, in the local newspapers two or three months before the setting up of the tabulation offices about the vacancies advising eligible persons to enrol themselves with the Employment Exchanges. He also stated that even if this advertisement failed to produce the desirable response, the Superintendents should make a request to the officer-in-charge of Employment Exchange or the Labour Secretary of the State Government to permit him to recruit candidates directly if suitable candidates were not offered by the Employment Exchanges.

According to the existing financial powers the Superintendents will have to approach the Registrar General for sanction of posts on fixed pay if the pay exceeds Rs. 100. The posts of Sorters, Compiler-Checkers and Supervisors carry fixed pay exceeding Rs. 100. The Registrar General will have to be approached for sanctioning of the posts. Some of the Superintendents felt that a reference to the Registrar General may cause delay in the creation of the posts which may have to be done urgently. They, therefore, desired that they should be empowered to create posts on fixed pay upto Rs. 160. The Chairman said that he will move the Finance

Ministry though he was not sure whether they would agree.

#### ORGANISATION OF TABULATION OFFICE

The tabulation offices should start with Statistical Assistant, Tabulation Assistant and 20 Sorters and 4 Compiler-Checkers. This pilot team should do the entire sorting and checking for one Taluka/Tahsil/Thana etc. This team should consist of good Sorters as the norm for sorting out-turn for the various tickets will be prescribed on the basis of the results achieved.

First 20 per cent of Sorters will be recruited. The strength of the Sorters should be increased progressively with reference to the work and the maximum capacity should be in position by the 15th of April unless the enumeration records fail to reach the tabulation offices by that date.

It is necessary to have some simple tests for recruitment of Sorters. A test on the capacity for addition and calculations should be given by giving a large number of arithmetical sums to be completed within a prescribed period of time, say 5 or 10 minutes. Those persons who are not found suitable in this test should be rejected.

It is also desirable to give some training to Sorters for 3 or 4 days. They should be given the instructions which should be explained to them by the Statistical Assistant in the presence of the Deputy Superintendent and after 3 or 4 days of the training a further test should be held to see whether the Sorters have understood the instructions clearly especially the abbreviations given in the slip. The *appointment* of a Sorter should be done only after he successfully completes the training. Those Sorters who are appointed after the training should be paid at the rate of Rs. 3 per day for the period of the training. Those who fail to come upto standard in spite of the training will not be paid any remuneration for the period of their training. This should be made clear when the first test is held. These conditions should be clearly set out in writing in the appointment letter with the further stipulation that any employee will be liable to discharge without notice and subject to satisfactory police verification. They should be made to sign these conditions.

The question whether the Census tracts as adopted at the 1951 Census should be continued

at the forthcoming Census was then discussed. In this connection, the Chairman stated that after the preparation of the Primary Census Abstract it would not be necessary to keep the identity for any unit less than a district for purpose of sorting. The Primary Census Abstract gives the basic figures which will be produced down to the village/ward and in the case of urban areas even to the level of enumerator's block. So far as Scheduled Castes and Scheduled Tribes are concerned the basic figures namely, total population, will be given for the areas mentioned above.

For facility of sorting each Sorter should have about 20 to 25 thousand slips and this division will have to be made in the initial stage soon after the completion of the Primary Census Abstract and preparation of Table B-II for individual cities and towns. On this basis a team of one Supervisor, 2 Compiler-Checkers and 10 Sorters will be able to handle about 2 to 2.5 lakhs of slips. The Superintendents were of the view that it may not be necessary to specify Census tracts as was done in 1951 Census but at the same time they can adjust the work in such a way between the different teams that in the case of rural areas the tahsil/taluka/thana/anchal identity can be maintained. The Chairman agreed that so long as there is not likely to be any confusion there is no need to have Census tracts as in the 1951 Census. The taluka/tahsil/thana/anchal figures can be had in manuscript but need not be printed.

In the case of urban areas however it would be necessary to combine small towns for a district if they do not make up a population of 1 to 1½ lakh. A city or town-group with a population of 1 lakh and above will be a separate unit for purposes of sorting. If the total population of small towns is large then it can be split up into different units with reference to the geographical contiguity etc. If however, a district has got very small urban population the sorting will have to be done separately, however small the urban population of the district may be. All the tables are prepared on a district level and urban and rural figures are kept separate.

The Compiler-Checker is responsible for the work of the Sorter. There will be a pair of Com-

piler-Checkers for every 10 Sorters. The duty of the Compiler-Checker is to check the work of the Sorters and also post the Compiler's Statement. Each Compiler-Checker will be responsible for the checking of the work of 5 Sorters and posting them in the Compiler-Posting Statements. It is expected that each Compiler-Checker will be able to check about 5 to 8 per cent of the work of each Sorter. The check should consist of looking for internal consistencies of the results (a list of inconsistencies to look for will be prepared by the Statistical Section of the tabulation office), spot-checking of sorting, counting of sorted slips and also checking and tallying the Sorter's Tickets after the preparation of the tickets.

It should be a golden rule that all the Sorters should squat on the floor and work as this gives the maximum movement of the hands without fatigue. A chair with arms is inconvenient because the arms restrict the movement of the elbows. Armless chair will also be inconvenient. The Sorters should be provided with tat patts or jute carpet pieces or mattress to sit on. The Deputy Superintendent should show by personal demonstration that the sorting by sitting on the floor is the most convenient. Persuasion will be necessary for this purpose. Where, however, the Superintendent finds it impossible to convince his staff he may provide armless chairs and tables. For a Compiler-Checker a Munshi's desk may be provided.

It is desirable that each pigeon hole consist of 20 holes, 4 vertical and 5 horizontal. The depth of each hole should be 7½" or 8". The convenient size for a pigeon hole is 32"×22"×8". The pigeon holes should be made of the cheapest material available.

Each Sorter should have two steel boxes with locking devices, one for keeping the unsorted slips and the other the sorted slips. The size of the box supplied in the tabulation office of West Bengal was 14"×14"×10". As the size of slip is bigger, boxes of the size 15"×15"×10" would be convenient. Some of the Superintendents may be able to salvage boxes used at the last Census which may be more or less of this size. These can be utilised. As in the case of pigeon holes the boxes should also be made of the cheapest material available. It is desirable that these boxes

are provided with locks and keys.

For purposes of tying bundles of slips rubber bands should be provided to the Sorters as strings are very inconvenient to use. For purposes of large bundles sutli or strings will have to be used.

It is desirable that at the tabulation office, teams are arranged separately leaving sufficient space for the Deputy Superintendent and Assistants to move from one team to another. This will make for orderliness and also avoid the danger of slips being mixed up.

It is necessary to devise a norm for Sorters, for the various Sorter's Tickets. The norm should be fixed at 1½ times the out turn of the pilot team for each ticket. The pilot sorting is done at the initial stage and as work progresses sorting speed increases. It is also desirable that the norm is increased periodically as work progresses. This should be left to the discretion of the Deputy Superintendent.

For the first week, the Sorters will be paid at a piece rate of Rs. 3/- per day which will include the training period. The regular payment will start after the first week. In order to provide an incentive to the Sorter it is necessary to prescribe a system of bonus which has been found to have worked successfully in earlier Censuses.

The following grades of bonus should be prescribed: *For a Sorter* : If the performance is 20 per cent to 30 per cent above the norm he should get a bonus of Rs. 5/- and if the performance is above 30 per cent Rs. 10. *For a Compiler-Checker* : If the performance of his team is above 30 per cent he will get a bonus of Rs. 15 and if it is between 20 per cent and 30 per cent Rs. 10. The Chairman promised to work out the norm with reference to the test sorting undertaken in this office if possible and circulate to the Superintendents. The test sorting was done on the basis of the tables that have undergone considerable changes and may not give a correct picture of the situation.

The question of holidays was raised. It was decided that all Sundays and Government of India holidays except the second Saturday may be treated as holidays in the tabulation offices. The temporary staff of the tabulation offices will be eligible for casual

leave at the rate of one day in a month with pay. More than one day in a month will be treated as a day without pay. The staff can be allowed to accumulate one day per month if they do not take leave.

There is always scope for improvement in the work of the tabulation offices which can be done with the cooperation of all the staff in the office. It is, therefore, desirable that the Deputy Superintendent holds frequent meetings with other officers and staff including sorters in the tabulation office. The golden rule of avoiding trouble while working with such a large, hastily collected, extra-temporary staff is to maintain direct personal contact between the Deputy Superintendent or Assistant Superintendent and each employee, to the level of the sorter.

#### ADOPTION OF NATIONAL EXTENSION SERVICE BLOCKS FOR TABULATION

In cases of States other than Bihar the present administrative units will be adopted as the units for tabulation, wherever a unit below a district is given. In the case of Bihar, however, as the NES blocks have been finalised and as State Government desire that all population figures should be given according to the NES blocks, the Anchal has to be adopted as the unit. It will also be necessary in the case of Bihar to prepare a separate table giving an abstract of the Primary Census Abstract for the subdivisions in the District Census Handbook.

The question of presenting the figures by natural divisions was then raised. The Chairman agreed that in the case of Kerala State natural divisions can be adopted in addition to the administrative divisions only for Table A-I.

#### RECASTING OF EARLIER CENSUS TABLES FOR PRESENT SET-UP OF STATES

Some of the Superintendents raised the doubt whether recasting should be done even for inter-district transfers or whether it should be confined only to the transfers consequent on the Reorganisation Act. The Chairman stated that the recasting has already been done by this office according to the Reorganisation Act and the Superintendents should now do the work for inter-district and inter-taluk transfers.

#### DISTRICT CENSUS HANDBOOKS

It was decided that the District Census Handbooks should be printed as at the 1951 Census by the State Governments. Several Superintendents raised the question that if the State Governments are required to print they should also be shown in advance the contents of the Handbooks. The Chairman agreed that when the contents are finalised they can be sent to the State Governments for approval.

The Chairman pointed out that the copies of the Handbooks printed at the 1951 Census were exhausted immediately after their printing. He, therefore, thought that it would be desirable to print at least one thousand copies of the handbooks of each district. The sanction of the State Government should be taken for this. The Chairman said that it is essential that each handbook should contain a map of the district in the scale 1"=3 miles or 1"=16 miles and the taluk/tahsil/thana map of the scale 1"=4 miles showing village boundaries.

The District Census Handbook should be kept distinct from the District Gazetteers. It is, therefore, essential that all material that are to appear in the District Gazetteers should not be reproduced in the handbooks. The handbook should, therefore, consist of minimum introduction with an account of the demographic and economic condition of the district from the Census data. The handbook should contain the following tables :

1. Primary Census Abstract
2. A-series tables
3. Handicrafts Tables
4. Special tables for Scheduled Castes and Scheduled Tribes

In addition the Handbook should contain the following tables of official statistics:

#### (1) *Rainfall and temperature*

Five to ten stations in the district may be selected and Mean Maximum, Mean Minimum, highest and lowest temperatures month by month between 1951 to 1960 may be given.

#### (2) *Vital Statistics*

(a) Births and Deaths records for each tahsil/taluk/thana/anchal for each month for 1951-60.

(b) Deaths from some selected causes.

#### (3) *Agricultural Statistics (including irrigation)*

Principal crops, best cultivated region, area cultivated, irrigation projects, agriculture extension scheme, experiments in double and triple cropping, details of economic enquiries, if made, prices of food grains month by month.

(a) Persons' cultivated land with size of land

(b) Distribution of crops from 1951 to 1960

(c) Crops cultivated excluding orchards and gardens showing progress of cultivation.

(d) Abstract of crops and produce of food-grains in selected years. If possible give some illustrations of cost of cultivation in different years.

#### (4) *Statistics of houshold, cottage and small-scale industries*

(a) Give the explanation of the tables which have been prepared including small-scale industries.

(b) Distribution of small industries by taluk/tahsil, etc.

(c) Analysis of the types of people employed.

#### (5) *Statistics of large-scale industries and Registered factories*

Growth of factories 1951-60. Employment in textile and non-textile establishments by broad age groups for rural and urban areas. Daily-number of workers in each establishment over a particular year or per alternate years for over five years.

#### (6) *Administrative Statistics*

(a) Criminal justice, number of criminal cases tried

(b) Persons convicted

(c) Strength of Police, Jails

(d) Cooperative Societies, 1951-60

(e) Receipt of excise revenue, sales tax, entertainment tax, Motor Spirit tax, Stamps, etc.

(f) Land revenue for the decade

(g) Number of registered documents

(h) Values of property transferred

#### (7) *Public Health and Medical Statistics*

List of hospitals and dispensaries, maternity and child welfare centres, Public Health and

anti-adulteration activities and Rural Health Centres, Other medical statistics like B.C.G. Campaign, Malaria Control, Family Planning Centres, etc.

(8) *Education Statistics*

Public institutions in 1951-60. List of High Schools and Primary Schools

(9) *Statistics of Public Entertainment, Press and Journals*

Printing presses and Newspapers, Cinemas

(10) *Communication Statistics including waterways*

Village roads, roads and bridges, railway stations, post offices, polymetrical table of distances, list of important waterways.

(11) *Statistics of Local bodies*

Public Works Department, Panchayats, etc.

(12) *Statistics of Community Development*

(13) *Calendar of important events*

Important events between 1951 and 1960 may be given.

(14) *Prices of staple food-stuff month by month and cost of living index 1951-60 showing average prices month by month of basic commodities*

(15) *Statistics of Banks and Insurances*

Insurance Policies, Small savings

(16) *Statistics of Livestock*

Variation in the number of main livestock during 1920-1961.

(17) *Statistics of Fairs and Festivals*

Weekly and fortnightly Hats and markets. Places of fairs, time of the year and duration.

(18) *Village Directories and village statistics*

(19) *Census Tables by Taluks/Tahsils, etc. (A-Series)*

CONTENTS OF VILLAGE DIRECTORY

All items shown in the Primary Census Abstract except Houseless and institutional population should be shown in Village Directory. In addition to this the following information should also be shown by means of symbols :

(1) *Important cottage and household industries (three digit code) with number of households. Information to be collected from Houselist.*

(2) *Educational institutions under the following symbols :*

- P for Primary School
- M for Middle School
- H for High School
- C for Higher institutions including colleges
- T for Technical Institutions

(3) *Medical and Public Health facilities with the following symbols :*

- D for Dispensaries
- RHC for Rural Health Centres
- Hos. for Hospitals
- MP for Medical Practitioners. Details by suitable symbols may be given if available
- MCW for Maternity child welfare centres

(4) *Communication and Transport facilities*

- Po, To for Posts and Telegraphs
- RH for Rest Houses and Choultries
- R for connected by road
- Rly. for connected by railway

(5) *Drinking water facilities*

- S for Safe or protected water supply including pipes, tubewells, etc.
- PW for Pucca well
- KW for Kuccha well
- TK for Tank
- Riv. for River

(6) *Reading Room Library facilities*

(7) *Rural Electrification*

- E for Electricity
- E(I) for Industrial use
- E(A) for Agricultural use
- E(D) for Domestic use

(8) *Places of ancient monuments, places of worship*

After deleting the columns for houseless and institutional population there will be 36 columns in the Primary Census Abstract. It is the intention to have the Primary Census Abstract printed

on two pages of the Royal-Quarto size so that the entire Abstract can be seen at a glance. Two pages of the Royal-Quarto size can easily accomodate 42 columns. Six columns will, therefore, be available for giving the information relating to Village Directory. In some cases, it may be necessary to make a selection of the more important information to be given in the Primary Census Abstract. For facility of reference at the end of the right hand side page the code number of the village should also be given. In column 2 on the left hand side the code number and the name of the village should be given. In the case of Punjab, the Hathwa number may also be given.

The Chairman stated that he would address the State Governments in regard to the printing of District Census Handbooks.

SOCIO-ECONOMIC SURVEY

In the case of Socio-Economic Survey the Chairman stated that the questionnaire circulated by the office should be taken as the minimum. This can be amplified or elaborated for instance by addition of information on the house-types of cities and villages, different marriage customs, manners, etc. It is, however, essential that there is basic uniformity in the collection of information in all the States. It is only for this purpose that a uniform schedule was devised for all the States. The basic questionnaire should remain but any elaboration of the information in any State is quite welcome. In this connection the Chairman referred to the schedule that has been devised by the North East Frontier Agency.

He has also stated that he proposed to introduce a few more questions on consanguineous marriages. The questionnaire prepared by this office has been seen by Dr. Sanghvi who has proposed some modifications. It will be finalised shortly in consultation with Dr. Sanghvi and copies will be sent to all Superintendents for incorporation in the schedule for Socio-Economic Survey.

RURAL CRAFT SURVEY AND FAIRS AND FESTIVALS

Mrs. Ruth Reeves, the representative of the All India Handicrafts Board, explained in detail the importance of the rural and tribal craft

surveys. She also produced before the Conference the ethnological and tribal craft maps of Mexico produced by the United States of America. Some photographs of tribal arts and crafts were also exhibited by her at the Conference.

The Chairman stated that it will be useful to produce as part of the 1961 Census Operations, the following four maps on all all-India basis:

- (i) Tribal Crafts,
- (ii) Village Crafts or Cottage Industries
- (iii) Ethnic Group and
- (iv) Rural Habitat or Tribal Habitat.

These maps should be prepared on the model of the Mexico maps exhibited by Mrs. Reeves where the maps give the actual human types, pictorial representation of the arts and crafts of the people. The information is already being collected by this office both in the Socio-Economic Survey and in the Rural Craft Survey. One way of collecting these photographs of handicrafts is to rummage the collection of the Directors of Publicity, Directors of Tribal Welfare, the all-India Bharat Sevak Samaj and other institutions of the kind in the respective State. These may be able to produce a representative collection of 60 to 70 worthwhile photographs. It will also be useful to contact one or two very good libraries in the State where they keep old books concerned with the people and tribes, collection of journals of Indian Art in Industry and also catalogues of exhibitions of art held since 1851 which may be available in these libraries or in the Divisional Commissioner's library. These will produce excellent material for different human types. Photostat copies of some of these tribes can be taken as the cost of taking these will be negligible. It may be necessary to have some coloured photographs also. In this case the Naga or NEFA tribe monographs that are still available may contain some photographs that may be printed in colour. If the photographs are available in black and white a local draughtsman can be employed or the local Art School can be asked to produce them in colour on a small payment. Some help can also be got from Dr. Van Mourick's organisation. Mrs. Reeves herself has a large collection of photograph

which she will place at the disposal of the Census Organisation for collection. Wherever there is a gap in the collection made by the Census office it can be filled up from her collection. These photographs will have to be properly placed in a geological map. This map need not be very elaborate as it is only to give a suggestion as to how far the geology of the area goes with the civilisation. The Chairman also mentioned in this connection that monographs will be written by Anthropological experts on selected crafts.

The representative of the Handicrafts Board, Mr. Gokhale, who was also present at the Conference, said that the information collected at the 1961 Census would be very useful to the Handicrafts Board and very helpful to them in putting them wiser about these crafts and also their future activities in different parts of the country as the information at present available regarding the location of rural crafts is very limited. In this connection, he stated that their organisation in the field was very limited and their work was carried out mainly through the Directors of Industries. They have, however, five regional offices, viz., Bombay, Calcutta, Madras, Lucknow and Delhi, for purposes of liaison and these regional offices will extend all their cooperation to the census authorities in the collection of information relating to rural crafts and handicrafts. He also made available a copy of the Statistical Bulletin of the All India Handicrafts Board for March, 1960 which contained information on the location of crafts in the form of pictorial maps for all States. He also promised to put all the Census Superintendents in the mailing list for future publication of this Bulletin.

A question was then raised about the scope of the rural craft survey, whether it should extend to all village and cottage industries or only to some typical industries. The Chairman stated that it may be difficult to conduct a survey for all the household or cottage industries and each Superintendent should take up six industries which are typical for his area.

There can hardly be any question of overlapping in the Survey. If the same industry is found in two States for example, bidri work in Mysore and Andhra Pradesh, the processes

differ in many ways and it will be desirable to record both processes.

As regards the actual selection of the industries for Survey, the Chairman was of the view that all common industries like biri making, hand-pounding of rice, etc., should be eliminated. The lists of industries thrown out by the Houselist and Household Schedule should be the basis of selection. The information given in the Statistics and maps produced by All-India Handicrafts Board in their Bulletin which has been circulated to the Superintendents will also be useful. From these a selection could be made of those industries which are available either at the purest or primitive form and are being worked in the economically profitable form. The industry should also be unique or very special for any particular area which no other area produces.

As regards the number of crafts that should be taken up for study, the Chairman stated that it is not necessary to restrict the number. Each Superintendent can take as many as possible. Each Superintendent will have to prepare a monograph. The design of maps, etc., to be included in monographs of the Handicrafts will be circulated by this office. If necessary, the monographs will also be shown to some experts if they are available.

The Chairman reviewed the position in regard to the collection of information on fairs and festivals. In this connection a question was raised whether the information that is furnished by local persons, like School teachers, headmen, etc., in respect of the questionnaire that has been addressed could be taken as authentic. The Chairman stated that such material should usually be authentic but will, in some cases, need verification. But the monograph should acknowledge all information to persons who have given them. No responsibility should, therefore, be attached to the Superintendents. Even though some of the information may be not wholly capable of verification the monograph will furnish full information on fairs and festivals in different parts of the States.

#### MONOGRAPHS ON SCHEDULED CASTES AND SCHEDULED TRIBES

Some of the Superintendents expressed the doubt whether it will be possible to prepare

monographs on all Scheduled Castes and Scheduled Tribes as especially in the case of Mysore there are more than 400 Scheduled Castes and Scheduled Tribes. The Chairman stated that it would be sufficient if monographs are prepared on selected important Scheduled Castes and Scheduled Tribes. It may be useful if monographs are prepared on some of the declining tribes about which a note has already been circulated to the Superintendents.

#### PUBLICATION OF MONOGRAPHS

The Chairman said that it was his intention that each Superintendent should produce in one volume of about 400 to 500 pages all the monographs relating to the Socio-Economic Survey, Rural Craft Survey and Scheduled Castes and Scheduled Tribes. The monographs should be split up into separate convenient parts if the material could not be published in a small volume of 400 to 500 pages. For example, each topic can have a monograph.

The size of the publication should be uniform in all the States and should follow the General Census Publications for the 1961 Census. It is, therefore, necessary that all the photographs and other pictorial material to be exhibited in the monographs should be reduced to the Demi-Quarto size.

#### EXAMINATION OF LANGUAGES

The Chairman referred to the circular that he had issued to the Chief Secretaries and the Superintendents of Census Operations and said that the response was not very encouraging. In his circular to the Chief Secretaries he had requested them to appoint language experts who could analyse the language returns at the 1951 Census and give their comments as to whether a particular language was a language or a dialect and if so, of which language and whether any of the languages returned seemed spurious. All States except Madhya Pradesh and Mysore have appointed experts and some of the experts have also given their comments which have been summarised by this office. When the replies are received from all the States the summaries prepared by this office will be circulated to the Superintendents for their further comments. In this connection he

also stated that he proposed to appoint linguists in this office who will go into this question in great detail. When they are appointed he might send to each State a list of words and a few very short sentences which the interviewer would record in the native words of the persons interviewed. This will be useful to find out the actual status of a language whether it is a distinct language or part of a bigger language.

The Chairman also referred to the circular that he had issued to the Superintendents on the 19th January requesting them to examine the less-spoken language returns according to the 1951 Census. He has only received replies from Andhra Pradesh and Andaman & Nicobar Islands. He wanted the other Superintendents to examine the matter and expedite their replies.

#### MAPS FOR REPORTS

The Chairman stated that he had already made arrangements for the preparation of State maps for the State Census volumes. The tables and reports, in fact all the Census volumes of the 1961 Census, will be in one size, Demi-Quarto, i. e., the same size adopted in 1951 for the Census publications. The maps prepared by the Surveyor General of India for Madhya Pradesh were shown to the Superintendents at the Conference. It was pointed out by some of the Superintendents that the size is big and the Chairman stated that they should be put in a pocket attached to the cover of the report. The Chairman also stated that in view of the fact that larger use is made by the research scholars of State tables, it will be desirable to have a map attached to the State tables also. If the tables are printed in two volumes the maps should be attached to the volume dealing with the General Population Tables.

Some of the Superintendents desired that it will give good appearance if the maps are in colour instead of black and white. The Chairman said that this may be difficult but some of the Superintendents desired that at least the elevations should be shown in colour. The Chairman said he would consult the Surveyor General. It was also pointed out that the town populations in the maps related to the 1951

Census and it will look odd if the map is published along with the 1961 tables. The Chairman stated that it is not possible to prepare the maps on the basis of 1961 Census as this will take a long time.

PAPER REQUIREMENTS

The Chairman stated that he has already placed an indent for 400 tons of 52 lbs. Double Demy-White printing (Wove) paper for printing of the reports and tables. The paper required for the District Census Handbooks will have to be supplied by the State Governments. As regards reports and tables the Chairman stated that number of copies printed at the last Census may not be sufficient for this Census and the Superintendents may, therefore, make an estimate of the number of copies to be printed for the coming Census on the basis of those printed at

the last Census. There is likely to be greater demand for Table Volumes. Each Superintendent should send to this office his estimate of the number of copies that are to be printed. It was understood that in the case of all States the paper that has already been supplied would be sufficient for enumeration and printing of tabulation forms and other tabulation work.

REVISED ESTIMATES FOR 1960-61 AND  
BUDGET ESTIMATES FOR 1961-62

A detailed circular will be sent to all Superintendents in this matter. The Superintendents were informed that they should make a firm estimate of their requirements under the head 'Honorarium to Enumerators' which they should include in the Revised Estimates. It is imperative that excess grants or huge surrenders should be avoided.

ANNEXURE I

SPECIAL TABLE FOR SLUM AREAS

Households by number of rooms and number of persons occupying

| Number of Rooms  | Total number of households | Number of households according to number of persons in the household |             |             |             |                     |
|------------------|----------------------------|----------------------------------------------------------------------|-------------|-------------|-------------|---------------------|
|                  |                            | 1 Person                                                             | 2-3 Persons | 4-6 Persons | 7-9 Persons | 10 Persons and over |
| 1                | 2                          | 3                                                                    | 4           | 5           | 6           | 7                   |
| No Regular Room  |                            |                                                                      |             |             |             |                     |
| 1 Room           |                            |                                                                      |             |             |             |                     |
| 2 Rooms          |                            |                                                                      |             |             |             |                     |
| 3 Rooms          |                            |                                                                      |             |             |             |                     |
| 4 Rooms          |                            |                                                                      |             |             |             |                     |
| 5 Rooms and over |                            |                                                                      |             |             |             |                     |

APPENDIX II

Number and cost of furniture articles purchased for regional tabulation offices and amount realised by their disposal

| Sl. No. | Items                   | Ahmedabad office |                           |            |                 | Bhavnagar office |                           |            |                 |
|---------|-------------------------|------------------|---------------------------|------------|-----------------|------------------|---------------------------|------------|-----------------|
|         |                         | No.              | Cost per article (in Rs.) | Total cost | Amount realised | No.              | Cost per article (in Rs.) | Total cost | Amount realised |
| 1       | 2                       | 3                | 4                         | 5          | 6               | 7                | 8                         | 9          | 10              |
| 1       | Table for Clerks Type 1 | 27               | 52                        | 1,404-00   | ..              | 10               | 85                        | 892-50     | ..              |
| 2       | „ „ „ „ 2               | ..               | ..                        | ..         | ..              | 15               | 50                        | 750-00     | ..              |
| 3       | „ „ Supervisor          | ..               | ..                        | ..         | ..              | ..               | ..                        | ..         | ..              |
| 4       | „ „ Officer Type 1      | 1                | 178                       | 178-00     | ..              | 1                | 210                       | 220-50     | ..              |
| 5       | „ „ „ „ 2               | 1                | 60                        | 60-00      | ..              | 1                | 130                       | 136-50     | ..              |
| 6       | Chairs without arms     | ..               | ..                        | ..         | ..              | ..               | ..                        | ..         | ..              |
| 7       | „ Heavy Type            | 2                | 31                        | 62-00      | ..              | 6                | 35                        | 220-00     | ..              |
| 8       | „ with arms . .         | 38               | 13                        | 494-00     | ..              | 20               | 22                        | 462-00     | ..              |
| 9       | Jute mats . . . .       | 340              | 1-40                      | 476-00     | 247-70          | 200              | 1-40                      | 280-00     | 101-00          |
| 10      | Pigeon holes . . .      | 275              | 8-75                      | 2,406-25   | 234-60          | 155              | 8-75                      | 1,356-25   | 150-00          |
| 11      | Wooden Desks . . .      | 55               | 20-75                     | 1,141-25   | 948-25*         | 31               | 20-75                     | 643-25     | ..              |
| 12      | „ boxes Type 1          | 550              | 2-75                      | 1,512-50   | ..              | 309              | 2-75                      | 849-75     | ..              |
| 13      | „ „ „ 2                 | ..               | ..                        | ..         | ..              | 155              | 3-75                      | 581-25     | ..              |
| 14      | „ „ „ 3                 | ..               | ..                        | ..         | ..              | ..               | ..                        | ..         | ..              |
| 15      | „ Racks „ 1             | 6                | 26-50                     | 159-00     | ..              | 10               | 35                        | 350-00     | ..              |
| 16      | „ „ „ 2                 | ..               | ..                        | ..         | ..              | 3                | 51                        | 153-00     | ..              |
| 17      | „ „ „ 3                 | ..               | ..                        | ..         | ..              | 3                | 41                        | 123-00     | ..              |
| 18      | Stools . . . .          | 8                | 9                         | 72-00      | ..              | 10               | 16                        | 168-00     | ..              |
| 19      | Cash Box . . . .        | 1                | 50-40                     | 50-40      | ..              | ..               | ..                        | ..         | ..              |
| 20      | Cupboards . . . .       | ..               | ..                        | ..         | ..              | ..               | ..                        | ..         | ..              |
| 21      | Ceiling Fans Usha 56*   | ..               | ..                        | ..         | ..              | 35               | 147-25                    | 5,153-75   | ..              |
| 22      | Type Tables . . .       | ..               | ..                        | ..         | ..              | ..               | ..                        | ..         | ..              |
| 23      | Lock Tiger No. . 33     | 605              | 0-50                      | 302-50     | ..              | 496              | 0-50                      | 248-00     | ..              |

\* Includes sales proceeds of 31 desks of Bhavnagar tabulation office.

APPENDIX II-contd.

Number and cost of furniture articles purchased for regional tabulation offices and amount realised by their disposal

| Sl. No. | Items                   | Rajkot office |                           |            |                 | Surat office |                           |            |                 |
|---------|-------------------------|---------------|---------------------------|------------|-----------------|--------------|---------------------------|------------|-----------------|
|         |                         | No.           | Cost per article (in Rs.) | Total cost | Amount realised | No.          | Cost per article (in Rs.) | Total cost | Amount realised |
| 1       | 2                       | 11            | 12                        | 13         | 14              | 15           | 16                        | 17         | 18              |
| 1       | Table for Clerks Type 1 | ..            | ..                        | ..         | ..              | 7            | 75                        | 525-00     | ..              |
| 2       | „ „ „ „ 2               | ..            | ..                        | ..         | ..              | 2            | 70                        | 140-00     | ..              |
| 3       | „ „ Supervisor          | ..            | ..                        | ..         | ..              | 20           | 70                        | 1,400-00   | ..              |
| 4       | „ „ Officer Type 1      | ..            | ..                        | ..         | ..              | 1            | 170                       | 170-00     | ..              |
| 5       | „ „ „ „ 2               | ..            | ..                        | ..         | ..              | 1            | 175                       | 175-00     | ..              |
| 6       | Chairs without arms .   | ..            | ..                        | ..         | ..              | 20           | 14-50                     | 290-00     | ..              |
| 7       | „ Heavy Type . .        | ..            | ..                        | ..         | ..              | 1            | 25                        | 25-00      | ..              |
| 8       | „ with arms . . .       | ..            | ..                        | ..         | ..              | 15           | 15                        | 225-00     | ..              |
| 9       | Jute mats . . . .       | 240           | 1-40                      | 296-00     | 140-00          | 220          | 1-40                      | 308-00     | 196-00          |
| 10      | Pigeon holes . . .      | 190           | 8-75                      | 1,662-75   | 175-00          | 180          | 8-75                      | 1,575-00   | 212-00          |
| 11      | Wooden Desks . . .      | 38            | 20-75                     | 788-50     | 380-00          | 36           | 20-75                     | 747-00     | 405-00          |
| 12      | „ boxes Type . 1        | 380           | 2-75                      | 1,045-00   | ..              | 360          | 2-75                      | 1,564-20   | ..              |
| 13      | „ „ „ . 2               | 140           | 3-75                      | 525-00     | ..              | 180          | 3-19                      | 574-20     | ..              |
| 14      | „ „ „ . 3               | 50            | 4-50                      | 225-00     | ..              | ..           | ..                        | ..         | ..              |
| 15      | „ Racks „ . 1           | ..            | ..                        | ..         | ..              | 6            | 30                        | 180-00     | ..              |
| 16      | „ „ „ . 2               | ..            | ..                        | ..         | ..              | ..           | ..                        | ..         | ..              |
| 17      | „ „ „ . 3               | ..            | ..                        | ..         | ..              | ..           | ..                        | ..         | ..              |
| 18      | Stools . . . .          | ..            | ..                        | ..         | ..              | 3            | 8                         | 24-00      | ..              |
| 19      | Cash Box . . . .        | ..            | ..                        | ..         | ..              | ..           | ..                        | ..         | ..              |
| 20      | Cup-boards . . . .      | ..            | ..                        | ..         | ..              | 1            | 190                       | 190-00     | ..              |
| 21      | Ceiling Fans Usha . 56* | 18            | 147-25                    | 2,650-50   | ..              | 21           | 147-25                    | 3,092-25   | ..              |
| 22      | Type Tables . . .       | ..            | ..                        | ..         | ..              | 1            | 58                        | 58-00      | ..              |
| 23      | Lock Tiger No. . 33     | 608           | 0-50                      | 304-00     | ..              | 576          | 0-50                      | 288-00     | ..              |

APPENDIX III

Stationery articles supplied to the regional tabulation offices and the central tabulation office

| Sl. No. | Name of the item                  | Bhavnagar office |                   | Rajkot office   |                   | Ahmedabad office |                   | Surat office    |                   | Central tabulation office |                   |
|---------|-----------------------------------|------------------|-------------------|-----------------|-------------------|------------------|-------------------|-----------------|-------------------|---------------------------|-------------------|
|         |                                   | Quantity issued  | Quantity consumed | Quantity issued | Quantity consumed | Quantity issued  | Quantity consumed | Quantity issued | Quantity consumed | Quantity issued           | Quantity consumed |
| 1       | 2                                 | 3                | 4                 | 5               | 6                 | 7                | 8                 | 9               | 10                | 11                        | 12                |
| 1       | Paper white writing (in Rms.)     | 45               | 45                | 24              | 24                | 34               | 34                | 36              | 36                | 22                        | 22                |
| 2       | Paper Ruled (in Rms.)             | 4                | 4                 | 4               | 4                 | 1½               | 1½                | 4               | 4                 | 8                         | 8                 |
| 3       | Paper Blotting (in Rms.)          | 2½               | 2½                | 2½              | 2½                | 2½               | 2½                | 2½              | 2½                | 1                         | 1                 |
| 4       | Carbon for Pencil (in Sheets)     | 425              | 425               | 400             | 400               | 700              | 700               | 125             | 125               | 1,680                     | 1,680             |
| 5       | Ball Pen                          | 9                | 9                 | 6               | 6                 | ..               | ..                | 6               | 6                 | 13                        | 13                |
| 6       | Ruled Books 1 Quire               | 18               | 17                | ..              | ..                | 24               | 24                | 12              | 12                | 15                        | 15                |
| 7       | Ruled Books 2 Quires              | 18               | 11                | 12              | 12                | 24               | 15                | 12              | 12                | 15                        | 15                |
| 8       | Ruled Books 3 Quires              | 12               | 1                 | 12              | 12                | 24               | 15                | 12              | ..                | ..                        | ..                |
| 9       | Blank Books 2 Quires              | 2                | 2                 | ..              | ..                | ..               | ..                | 3               | 3                 | 12                        | 12                |
| 10      | Blank Books ½ Quires              | 10               | 10                | ..              | ..                | ..               | ..                | ..              | ..                | ..                        | ..                |
| 11      | Ink powder Blue (in Pkts.)        | 153              | 22                | 154             | 12                | 150              | 6                 | 150             | 42                | 16                        | 16                |
| 12      | Ink powder Red (in Pkts.)         | 14               | 14                | 12              | 6                 | 12               | 3                 | 12              | 12                | 6                         | 6                 |
| 13      | Ink glass ordinary                | 282              | 114               | 273             | 64                | 270              | ..                | 279             | 18                | 18                        | 18                |
| 14      | Ink for Fountain Pen (in Bottles) | 9                | 9                 | 9               | 9                 | 9                | 9                 | 10              | 10                | 2                         | 2                 |
| 15      | Pen knives                        | 7                | 7                 | 6               | 6                 | 6                | 6                 | 6               | 6                 | 4                         | 4                 |
| 16      | Pencil lead                       | 1,092            | 475               | 1,176           | 1,176             | 1,092            | 1,092             | 1,080           | 1,080             | 480                       | 480               |
| 17      | Pencil Blue                       | 180              | 55                | 180             | 96                | 180              | 48                | 180             | 96                | 60                        | 60                |
| 18      | Pencil Red                        | 1,084            | 256               | 1,170           | 552               | 1,080            | 296               | 1,083           | 327               | 456                       | 456               |
| 19      | Pencil Copying                    | 36               | 36                | 48              | 48                | 12               | 12                | 12              | 12                | 24                        | 24                |
| 20      | Office Paste (in bottles)         | 3                | 3                 | 2               | 2                 | 2                | 2                 | 2               | 2                 | 2                         | 2                 |
| 21      | Gum Arabic (in lbs.)              | 22               | 22                | 18½             | 18½               | 14               | 14                | 25              | 25                | 10                        | 10                |
| 22      | Empty gum bottles                 | 22               | 6                 | 22              | 21                | 22               | 2                 | 22              | 22                | ..                        | ..                |
| 23      | Pins (in Pkts.)                   | 214              | 214               | 294             | 294               | 266              | 266               | 270             | 270               | 150                       | 150               |
| 24      | Scissors                          | 3                | 3                 | 3               | 3                 | 3                | 3                 | 3               | 3                 | 2                         | 2                 |
| 25      | Sealing Wax (in boxes)            | 3                | 2                 | 3               | 1                 | 3                | 1                 | 3               | 3                 | ..                        | ..                |
| 26      | Straw Boards                      | 48               | 48                | 36              | 36                | 36               | 36                | 60              | 60                | 36                        | 36                |
| 27      | Typing Paper (in Rms.)            | 27               | 27                | 20              | 20                | 28               | 28                | 21              | 21                | 12                        | 12                |
| 28      | Carbon for Typing (in Rms.)       | 1½               | 1½                | 1½              | 1½                | 2½               | 2½                | 1½              | 1½                | 1                         | 1                 |
| 29      | Pin Cushions                      | 18               | 18                | 18              | 18                | 18               | 18                | 18              | 18                | 15                        | 15                |
| 30      | Tags                              | 3,700            | 3,700             | 2,500           | 2,500             | 2,700            | 2,700             | 2,700           | 2,700             | 5,800                     | 5,800             |

APPENDIX III—contd.

Stationery articles supplied to the regional tabulation offices and the central tabulation office—contd.

| Sl. No. | Name of the item               | Bhavnagar office |                   | Rajkot office   |                   | Ahmedabad office |                   | Surat office    |                   | Central tabulation office |                   |
|---------|--------------------------------|------------------|-------------------|-----------------|-------------------|------------------|-------------------|-----------------|-------------------|---------------------------|-------------------|
|         |                                | Quantity issued  | Quantity consumed | Quantity issued | Quantity consumed | Quantity issued  | Quantity consumed | Quantity issued | Quantity consumed | Quantity issued           | Quantity consumed |
| 1       | 2                              | 3                | 4                 | 5               | 6                 | 7                | 8                 | 9               | 10                | 11                        | 12                |
| 31      | Carbon 16" X 13" (in Sheets)   | 125              | 125               | 125             | 125               | 1,100            | 1,100             | 125             | 125               | 300                       | 300               |
| 32      | Type writer brush              | 2                | 2                 | 2               | 2                 | 2                | 2                 | 2               | 2                 | ..                        | ..                |
| 33      | Correcting Fluid               | 4                | 4                 | ..              | ..                | ..               | ..                | 2               | 2                 | ..                        | ..                |
| 34      | Type writer Ribbon             | 1                | 1                 | ..              | ..                | 13               | 13                | ..              | ..                | 6                         | 6                 |
| 35      | Type writer Oil                | 1                | 1                 | 1               | 1                 | 1                | 1                 | 1               | 1                 | ..                        | ..                |
| 36      | Stencil Paper (in Quire)       | 6½               | 6½                | 7               | 7                 | 5                | 4                 | 5               | 3                 | ..                        | ..                |
| 37      | Duplicating Ink (in Tubes)     | 10               | 1                 | 10              | 10                | 10               | 10                | 10              | 5                 | ..                        | ..                |
| 38      | Ink for Stamp pad (in Bottles) | 19               | 19                | 14              | 14                | 12               | 12                | 14              | 14                | 8                         | 8                 |
| 39      | Stamp pad                      | 54               | 54                | 26              | 26                | 12               | 12                | 14              | 14                | 6                         | 6                 |
| 40      | Laces for files (in Nos.)      | 100              | 100               | 100             | 100               | 100              | 100               | 100             | 100               | 144                       | 144               |
| 41      | Twine balls                    | 19               | 19                | 10              | 10                | 20               | 20                | 11              | 11                | 30                        | 30                |
| 42      | Cotton balls                   | ..               | ..                | ..              | ..                | ..               | ..                | ..              | ..                | 18                        | 18                |
| 43      | Twine Jute (in lbs.)           | 196              | 196               | 235             | 235               | 210              | 210               | 180             | 180               | 5                         | 5                 |
| 44      | Pen nibs (in Gross)            | 16               | 9                 | 16              | 8                 | 10               | 4                 | 16              | 15                | ½                         | ½                 |
| 45      | Pen holders                    | 180              | 76                | 192             | 42                | 192              | 36                | 216             | 80                | 60                        | 60                |
| 46      | Call Bell                      | 3                | 1                 | 2               | 2                 | 2                | 1                 | 1               | 1                 | 2                         | 2                 |
| 47      | Pen holders for officer        | 6                | 4                 | 6               | 6                 | 6                | 6                 | 6               | 6                 | ..                        | ..                |
| 48      | Erasser for ink and pencil     | 37               | 37                | 45              | 45                | 36               | 36                | 36              | 36                | 12                        | 12                |
| 49      | Ruler round                    | 26               | 2                 | 24              | 20                | 24               | 4                 | 24              | 4                 | 12                        | 12                |
| 50      | Paper Weight                   | 60               | 12                | 54              | 48                | 54               | 14                | 60              | 6                 | 36                        | 36                |
| 51      | Envelopes SE—4                 | 3,500            | 3,100             | 3,000           | 3,000             | 4,250            | 4,250             | 3,000           | 1,600             | ..                        | ..                |
| 52      | Envelopes SE—8                 | 500              | 150               | 500             | 500               | 1,750            | 1,750             | 250             | 50                | ..                        | ..                |
| 53      | Bodkin                         | 6                | 6                 | 6               | 6                 | 6                | 6                 | 6               | 6                 | 3                         | 3                 |
| 54      | Duplicating paper (in Pkts.)   | 3                | 3                 | 4               | 4                 | 18               | 18                | 2               | 2                 | ..                        | ..                |
| 55      | Brown paper (in Rms.)          | 1                | 1                 | 1               | 1                 | 1                | 1                 | 1               | 1                 | 3                         | 3                 |
| 56      | Steno Books                    | 3                | 3                 | ..              | ..                | ..               | ..                | ..              | ..                | ..                        | ..                |
| 57      | Blotter                        | 1                | 1                 | ..              | ..                | ..               | ..                | 2               | 2                 | 3                         | 3                 |
| 58      | Punching Machines              | 1                | 1                 | ..              | ..                | ..               | ..                | 1               | 1                 | 9                         | 9                 |
| 59      | Staple Pins (in Box)           | 1                | 1                 | ..              | ..                | ..               | ..                | ..              | ..                | ..                        | ..                |
| 60      | Erasser for T. W.              | ..               | ..                | ..              | ..                | ..               | ..                | 4               | 4                 | ..                        | ..                |

APPENDIX IV

Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office

(a) Staff engaged from time to time in the office of the Superintendent of Census Operations

| Sl. No. | Name                   | Designation                                | Duration of appointment |          | Scale of pay and pay drawn at the time of appointment |             | Allowances if any |        |        |       |                                                        | Remarks |
|---------|------------------------|--------------------------------------------|-------------------------|----------|-------------------------------------------------------|-------------|-------------------|--------|--------|-------|--------------------------------------------------------|---------|
|         |                        |                                            | From                    | To       | Scale of pay                                          | Pay Drawn   | D.A.              | C.C.A. | H.R.A. |       |                                                        |         |
| 1       | 2                      | 3                                          | 4                       | 5        | 6                                                     | 7           | 8                 | 9      | 10     | 11    |                                                        |         |
| 1       | Shri R.K. Trivedi      | Superintendent of Census Operations        | 1-5-60                  | to date  | 1,100-50-1,300-60-1,600-100-1,800                     | 977-91      | ..                | ..     | ..     | ..    | Re-employed                                            |         |
| 2       | Shri K.F. Patel        | Deputy Superintendent of Census Operations | 1-5-60                  | to date  | 420-30-510-35-755-EB-40-875-45-1,100                  | 325+108-33  | ..                | ..     | ..     | ..    | On deputation from State Government                    |         |
| 3       | Shri D.K. Mehta        | Head Assistant                             | 1-5-60                  | to date  | 350-20-450-EB-25-475                                  | 300+60      | ..                | 10.00  | 15.00  | 15.00 | —do—                                                   |         |
| 4       | Shri R.C. Bhagchandani | Stenographer                               | 7-6-60                  | 31- 5-61 | 210-10-290-15-320-EB-15-425                           | 243+49-60   | 20.00             | 10.00  | 15.00  | 15.00 | —do—                                                   |         |
| 5       | Shri P. J. George      | —do—                                       | 13-6-61                 | 31-10-62 | —do—                                                  | 375         | 20.00             | 10.00  | 15.00  | 15.00 | On deputation from State Government                    |         |
| 6       | Shri J.V. Jethva       | —do—                                       | 12-9-63                 | to date  | —do—                                                  | 440+88      | 40.00             | 10.00  | 15.00  | 15.00 | On deputation from State Government                    |         |
| 7       | Shri M. D. Naidu       | —do—                                       | 10-8-62                 | 30-11-63 | —do—                                                  | 210         | 30.00             | 10.00  | 15.00  | 15.00 | On deputation from, A. G.'s office Ahmedabad (Central) |         |
| 8       | Shri S.L. Bhatt        | Accountant                                 | 24-5-60                 | 31- 7-61 | 210-10-290-15-320-EB-15-380                           | 200-80      | 20.00             | 10.00  | 15.00  | 15.00 | —do—                                                   |         |
| 9       | Shri K.M. Nair         | —do—                                       | 1-8-61                  | 31- 7-65 | —do—                                                  | 240+48      | 20.00             | 10.00  | 15.00  | 15.00 | —do—                                                   |         |
| 10      | Shri G.U. Vyas         | —do—                                       | 1-8-65                  | to date  | —do—                                                  | 290+15PP+58 | 81.00             | 21.78  | 54.45  | 54.45 | —do—                                                   |         |
| 11      | Shri S.M.K. Kadri      | Cashier                                    | 11-2-61                 | to date  | 130-5-160-8-200-EB-8-256-EB-8-280-10-300              | 180         | 10.00             | 6.50   | 15.00  | 15.00 | Re-employed                                            |         |
| 12      | Shri R.D. Bhatt        | Upper Division Clerk                       | 7-11-60                 | 30- 6-62 | —do—                                                  | 100+20      | 10.00             | 6.50   | 15.00  | 15.00 | On deputation from State Government                    |         |

D. A. = Dearness Allowance  
C.C.A. = Compensatory City Allowance  
H.R.A. = House Rent Allowance

APPENDIX IV-contd.

Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-contd.

(a) Staff engaged from time to time in the office of the Superintendent of Census Operations

| Sl. No. | Name              | Designation          | Duration of appointment |          | Scale of pay and pay drawn at the time of appointment | Allowances if any |           |      |        |        | Remarks                             |
|---------|-------------------|----------------------|-------------------------|----------|-------------------------------------------------------|-------------------|-----------|------|--------|--------|-------------------------------------|
|         |                   |                      | From                    | To       |                                                       | Scale of Pay      | Pay Drawn | D.A. | C.C.A. | H.R.A. |                                     |
| 1       | 2                 | 3                    | 4                       | 5        | 6                                                     | 7                 | 8         | 9    | 10     | 11     |                                     |
| 13      | Shri R.B. Purohit | Upper Division Clerk | 13- 9-62                | 30-11-62 | 130-5-160-8-200-EB-8-256-EB-8-280-10-300              | 185+37            | 15.00     | 6.50 | 15.00  | 15.00  | On deputation from State Government |
| 14      | Shri R.B. Desai   | —do—                 | 1- 3-63                 | 3- 4-63  | —do—                                                  | 195+39            | 15.00     | 6.50 | 15.00  | 15.00  | —do—                                |
| 15      | Shri R.B. Desai   | —do—                 | 1- 6-63                 | to date  | —do—                                                  | —do—              | 15.00     | 6.50 | 15.00  | 15.00  | —do—                                |
| 16      | Shri C.H. Jani    | —do—                 | 25- 6-61                | 28- 2-65 | —do—                                                  | 132+26.40         | 10.00     | 6.50 | 15.00  | 15.00  | —do—                                |
| 17      | Shri N.V. Patel   | —do—                 | 1- 8-61                 | to date  | —do—                                                  | 208               | 10.00     | 6.50 | 15.00  | 15.00  | Re-employed                         |
| 18      | Shri H.M. Mehta   | —do—                 | 1- 5-60                 | 22- 6-60 | —do—                                                  | 140-28            | 10.00     | 6.50 | 15.00  | 15.00  | On deputation from State Government |
| 19      | Shri V.V. Patel   | —do—                 | 23- 6-60                | 30-11-62 | —do—                                                  | 120+24            | 10.00     | 6.50 | 15.00  | 15.00  | On deputation from State Government |
| 20      | Shri R.B. Desai   | Lower Division Clerk | 1- 5-60                 | 6- 8-61  | 110-3-131-4-155-EB-4-175-5-180                        | 115+23            | 10.00     | 5.50 | 15.00  | 15.00  | —do—                                |
| 21      | Shri C.C. Udani   | —do—                 | 4-11-61                 | 13-11-61 | —do—                                                  | 110               | 15.00     | 5.50 | 15.00  | 15.00  | On deputation from State Government |
| 22      | Shri N.V. Dipak   | —do—                 | 18-12-61                | 28- 2-63 | —do—                                                  | 110               | 15.00     | 5.50 | 15.00  | 15.00  | On deputation from State Government |
| 23      | Shri R.B. Purohit | —do—                 | 1- 3-63                 | 31- 7-64 | —do—                                                  | 185+37            | 15.00     | 5.50 | 15.00  | 15.00  | —do—                                |
| 24      | Shri C.K. Parmar  | —do—                 | 26-10-64                | 2- 4-65  | —do—                                                  | 110               | 42.00     | 8.25 | 17.50  | 17.50  | On deputation from State Government |
| 25      | Shri N.V. Dipak   | —do—                 | 1- 5-65                 | to date  | —do—                                                  | 119               | 50.00     | 8.25 | 17.50  | 17.50  | On deputation from State Government |

Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-contd.

(a) Staff engaged from time to time in the office of the Superintendent of Census Operations

| Sl. No. | Name               | Designation          | Duration of appointment |          | Scale of pay and pay drawn at the time of appointment |           | Allowances if any |        |        |                                     | Remarks |
|---------|--------------------|----------------------|-------------------------|----------|-------------------------------------------------------|-----------|-------------------|--------|--------|-------------------------------------|---------|
|         |                    |                      | From                    | To       | Scale of Pay                                          | Pay Drawn | D.A.              | C.C.A. | H.R.A. |                                     |         |
| 1       | 2                  | 3                    | 4                       | 5        | 6                                                     | 7         | 8                 | 9      | 10     | 11                                  |         |
| 26      | Shri R.B. Purohit  | Lower Division Clerk | 1- 5-60                 | 31- 3-62 | 110-3-131-4-155-EB-4-175-5-180                        | 105+21    | 10.00             | 5.50   | 15.00  | On deputation from State Government |         |
| 27      | Kum. D. Saiyad     | —do—                 | 11- 6-62                | 26- 6-62 | —do—                                                  | 110       | 15.00             | 5.50   | 15.00  |                                     |         |
| 28      | Kum. V.V. Dalal    | —do—                 | 23- 7-62                | 31-10-62 | —do—                                                  | 110       | 15.00             | 5.50   | 15.00  |                                     |         |
| 29      | Shri A.H. Patel    | —do—                 | 1- 5-60                 | 22- 7-61 | —do—                                                  | 110       | 10.00             | 5.50   | 15.00  |                                     |         |
| 30      | Smt. D.V. Mehra    | —do—                 | 2- 8-61                 | 30-11-61 | —do—                                                  | 110       | 10.00             | 5.50   | 15.00  |                                     |         |
| 31      | Shri G.R. Solanki  | —do—                 | 12- 2-62                | 31- 8-62 | —do—                                                  | 110       | 15.00             | 5.50   | 15.00  |                                     |         |
| 32      | Shri R.D. Bhatt    | —do—                 | 1- 1-63                 | 15- 7-63 | —do—                                                  | 145+29    | 15.00             | 5.50   | 15.00  | On deputation from State Government |         |
| 33      | Shri C.P. Bhagat   | —do—                 | 2- 1-64                 | 29- 2-64 | —do—                                                  | 110       | 20.00             | 8.25   | 17.50  |                                     |         |
| 34      | Shri R.J. Raval    | —do—                 | 19-11-60                | 28- 2-61 | —do—                                                  | 110       | 10.00             | 5.50   | 15.00  |                                     |         |
| 35      | Shri D.N. Dixit    | —do—                 | 7- 3-61                 | 4-10-61  | —do—                                                  | 110       | 10.00             | 5.50   | 15.00  |                                     |         |
| 36      | Shri R.C. Shah     | —do—                 | 17- 3-62                | 31-10-62 | —do—                                                  | 110       | 15.00             | 5.50   | 15.00  |                                     |         |
| 37      | Shri K.A. Bheda    | —do—                 | 19-11-60                | 31- 3-61 | —do—                                                  | 110       | 10.00             | 5.50   | 15.00  |                                     |         |
| 38      | Shri N.S. Bhatt    | —do—                 | 3- 4-61                 | 31- 7-62 | —do—                                                  | 110       | 10.00             | 5.50   | 15.00  |                                     |         |
| 39      | Shri K.C. Shah     | —do—                 | 1- 9-62                 | 28- 2-63 | —do—                                                  | 110       | 15.00             | 5.50   | 15.00  |                                     |         |
| 40      | Shri C.K. Rastania | —do—                 | 1- 7-63                 | 23- 2-65 | —do—                                                  | 150+30    | 20.00             | 8.25   | 15.00  | On deputation from State Government |         |
| 41      | Shri G.G. Pillai   | —do—                 | 1- 4-61                 | 29- 2-64 | —do—                                                  | 110       | 10.00             | 5.50   | 15.00  |                                     |         |
| 42      | Shri V.P. Sanandia | —do—                 | 1- 5-61                 | to date  | —do—                                                  | 73+14.60  | 10.00             | 5.50   | 15.00  | On deputation from State Government |         |

Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-contd.

(a) Staff engaged from time to time in the office of the Superintendent of Census Operations

| Sl. No. | Name                  | Designation           | Duration of appointment |          | and pay drawn at the time of appointment |           | Allowances if any |        |        |                                     | Remarks |
|---------|-----------------------|-----------------------|-------------------------|----------|------------------------------------------|-----------|-------------------|--------|--------|-------------------------------------|---------|
|         |                       |                       | From                    | To       | Scale of Pay                             | Pay Drawn | D.A.              | C.C.A. | H.R.A. |                                     |         |
| 1       | 2                     | 3                     | 4                       | 5        | 6                                        | 7         | 8                 | 9      | 10     | 11                                  |         |
| 43      | Shri R.T. Patel       | Lower Division Clerk  | 1- 5-60                 | 31- 7-60 | 110-3-131-4-155-EB-4-175-5-180           | 82+16.40  | 10.00             | 5.50   | 15.00  | On deputation from State Government |         |
| 44      | Shri G.G. Pillai      | —do—                  | 12-10-60                | 31- 3-61 | —do—                                     | 110       | 10.00             | 5.50   | 15.00  |                                     |         |
| 45      | Shri L.B. Mahagaonkar | Typist (Eng.)         | 1- 7-60                 | 28- 2-61 | —do—                                     | 79+15.80  | 10.00             | 5.50   | 15.00  | On deputation from State Government |         |
| 46      | Shri M.M. Trivedi     | Typist (Guj.)         | 26- 9-60                | 28- 2-61 | —do—                                     | 70+14     | 10.00             | 5.50   | 15.00  | —do—                                |         |
| 47      | Shri C.B. Patel       | " ( " )               | 1- 4-61                 | 31-10-61 | —do—                                     | 110       | 10.00             | 5.50   | 15.00  |                                     |         |
| 48      | Shri K.N. Patel       | " ( " )               | 17-11-61                | 28- 2-63 | —do—                                     | 110       | 15.00             | 5.50   | 15.00  |                                     |         |
| 49      | Shri A.R. Shivji      | " (Eng.)              | 1- 5-60                 | 20- 6-60 | —do—                                     | 100+20    | 10.00             | 5.50   | 15.00  | On deputation from State Government |         |
| 50      | Shri I.G. Somai       | "                     | 5-10-60                 | 11-12-61 | —do—                                     | 110       | 10.00             | 5.50   | 15.00  |                                     |         |
| 51      | Shri R.K. Inamdar     | "                     | 15-12-61                | 31-10-62 | —do—                                     | 110       | 15.00             | 5.50   | 15.00  |                                     |         |
| 52      | Shri R.K. Inamdar     | "                     | 1- 3-63                 | 29- 6-63 | —do—                                     | 110       | 15.00             | 5.50   | 15.00  |                                     |         |
| 53      | Shri P.D. Baby        | "                     | 29- 8-64                | 31- 3-65 | —do—                                     | 110       | 25.50             | 8.25   | 17.50  |                                     |         |
| 54      | Shri Epan P.A.        | "                     | 17- 4-65                | to date  | —do—                                     | 110       | 50.00             | 8.25   | 17.50  |                                     |         |
| 55      | Shri K.G. Pillai      | "                     | 1- 7-63                 | 12- 4-64 | —do—                                     | 110       | 20.00             | 5.50   | 15.00  |                                     |         |
| 56      | Shri Anto Paul K.     | "                     | 1- 3-63                 | 5-12-63  | —do—                                     | 122       | 15.00             | 5.50   | 15.00  |                                     |         |
| 57      | Shri C.M. Wadhwani    | "                     | 6- 1-64                 | 31-10-64 | —do—                                     | 110       | 20.00             | 8.25   | 17.50  |                                     |         |
| 58      | Kum. S.P. Chauhan     | "                     | 1-12-64                 | 16- 8-65 | —do—                                     | 110       | 42.00             | 8.25   | 17.50  |                                     |         |
| 59      | Kum. C.V. Saramma     | "                     | 28- 8-65                | to date  | —do—                                     | 110       | 50.00             | 8.25   | 20.00  |                                     |         |
| 60      | Shri C.P. Bhagat      | "                     | 1- 3-64                 | 22- 7-65 | —do—                                     | 110       | 25.50             | 8.25   | 17.50  |                                     |         |
| 61      | Shri K.J. Rawalani    | "                     | 25- 8-65                | to date  | —do—                                     | 110       | 50.00             | 8.25   | 20.00  |                                     |         |
| 62      | Shri C.B. Patel       | Statistical Assistant | 1- 5-60                 | to date  | 210-10-290-15-320-EB-15-425              | 170+34    | 20.00             | 10.00  | 15.00  | On deputation from State Government |         |

APPENDIX IV-contd.

Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-contd.

(a) Staff engaged from time to time in the office of the Superintendent of Census Operations

| Sl. No. | Name                  | Designation       | Duration of appointment |          | Scale of pay and pay drawn at the time of appointment |                    | Allowances if any |        |        |                                     | Remarks |
|---------|-----------------------|-------------------|-------------------------|----------|-------------------------------------------------------|--------------------|-------------------|--------|--------|-------------------------------------|---------|
|         |                       |                   | From                    | To       | Scale of Pay                                          | Pay Drawn          | D.A.              | C.C.A. | H.R.A. |                                     |         |
| 1       | 2                     | 3                 | 4                       | 5        | 6                                                     | 7                  | 8                 | 9      | 10     | 11                                  |         |
| 63      | Shri M.B. Punjwani    | Draftsman         | 1- 9-60                 | 10- 7-62 | 150-5-175-6-205-EB-7-240                              | 100+20             | 20.00             | 7.50   | 15.00  | On deputation from Sta Government   |         |
| 64      | Shri L.S. Shrimali    | "                 | 1- 1-63                 | to date  | —do—                                                  | 150                | 30.00             | 7.50   | 15.00  | —do—                                |         |
| 65      | Shri D.S. Teredesai   | "                 | 4-10-60                 | 31- 8-61 | —do—                                                  | 116+23.20          | 20.00             | 7.50   | 15.00  | —do—                                |         |
| 66      | Shri I.F. Dave        | "                 | 16-12-61                | to date  | —do—                                                  | 153+30.60<br>+ 1PP | 30.00             | 7.50   | 15.00  | —do—                                |         |
| 67      | Shri A.R. Mehta       | "                 | 12- 4-62                | 31-12-62 | —do—                                                  | 108+21.60          | 30.00             | 7.50   | 15.00  | —do—                                |         |
| 68      | Shri M.J. Raichandani | "                 | 6- 1-63                 | to date  | —do—                                                  | 153+30.60<br>+ 1PP | 30.00             | 7.50   | 15.00  | —do—                                |         |
| 69      | Shri S.C. Shah        | "                 | 9- 9-63                 | 30- 4-64 | —do—                                                  | 165                | 35.00             | 7.50   | 15.00  | Re-employed                         |         |
| 70      | Shri D.A. Patel       | "                 | 25- 8-64                | 28- 2-65 | —do—                                                  | 157+31.40          | 42.00             | 11.25  | 18.75  | On deputation from State Government |         |
| 71      | Shri M.P. Jacob       | Head Proof-Reader | 26-10-62                | to date  | 210-10-290-15-320-EB-15-425                           | 210                | 30.00             | 10.00  | 15.00  |                                     |         |
| 72      | Shri N.M. Patel       | Proof-Reader      | 25- 9-60                | 16- 1-61 | 150-5-175-6-205-EB-7-240                              | 150                | 20.00             | 7.50   | 15.00  | On deputation from State Government |         |
| 73      | Shri H.S. Bhatt       | "                 | 17- 1-61                | to date  | —do—                                                  | 150                | 20.00             | 7.50   | 15.00  | —do—                                |         |
| 74      | Shri B.B. Mehta       | "                 | 16- 6-62                | 12- 7-63 | —do—                                                  | 150                | 30.00             | 7.50   | 15.00  |                                     |         |
| 75      | Shri M.I. Trivedi     | "                 | 1-10-63                 | to date  | —do—                                                  | 150                | 35.00             | 7.50   | 15.00  |                                     |         |
| 76      | Shri P.K. Soni        | "                 | 22- 6-62                | to date  | —do—                                                  | 150                | 30.00             | 7.50   | 15.00  |                                     |         |
| 77      | Shri S.S. Bhonsale    | "                 | 25- 6-62                | to date  | —do—                                                  | 150                | 30.00             | 7.50   | 15.00  |                                     |         |
| 78      | Shri T.J. Paul        | "                 | 20- 9-63                | 14-11-63 | —do—                                                  | 150                | 35.00             | 7.50   | 15.00  |                                     |         |

APPENDIX IV-contd.

Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-contd.

(a) Staff engaged from time to time in the office of the Superintendent of Census Operations

| Sl. No. | Name                     | Designation  | Duration of appointment |          | Scale of pay and pay drawn at the time of appointment |           | Allowances if any |        |        |                                                         | Remarks |
|---------|--------------------------|--------------|-------------------------|----------|-------------------------------------------------------|-----------|-------------------|--------|--------|---------------------------------------------------------|---------|
|         |                          |              | From                    | To       | Scale of Pay                                          | Pay Drawn | D.A.              | C.C.A. | H.R.A. |                                                         |         |
| 1       | 2                        | 3            | 4                       | 5        | 6                                                     | 7         | 8                 | 9      | 10     | 11                                                      |         |
| 79      | Shri A.J. Vyas           | Proof-Reader | 1- 8-64                 | to date  | 150-5-175-6-205-EB-7-240                              | 150       | 42.00             | 11.25  | 18.75  |                                                         |         |
| 80      | Kum. P.G. Agnihotri      | "            | 1-10-63                 | to date  | —do—                                                  | 150       | 35.00             | 7.50   | 15.00  |                                                         |         |
| 81      | Shri N.S. Bhatt          | "            | 1-11-63                 | to date  | —do—                                                  | 150       | 35.00             | 7.50   | 15.00  |                                                         |         |
| 82      | Kum. N.A. Trivedi        | "            | 1-11-63                 | to date  | —do—                                                  | 150       | 35.00             | 7.50   | 15.00  |                                                         |         |
| 83      | Shri P.D. Purani         | "            | 1- 1-64                 | to date  | —do—                                                  | 150       | 35.00             | 11.25  | 18.75  |                                                         |         |
| 84      | Shri Shalig Ram          | "            | 11- 5-64                | to date  | —do—                                                  | 175+35    | 42.00             | 11.25  | 18.75  | On deputation from Government of India Press, Faridabad |         |
| 85      | Shri R.C. Kothari        | Copy Holder  | 1- 3-63                 | 25- 5-64 | 110-3-131-4-143                                       | 143       | 15.00             | 5.50   | 15.00  | Re-employed                                             |         |
| 86      | Smt. J.H. Desai          | "            | 26- 5-63                | 4- 8-64  | —do—                                                  | 110       | 15.00             | 5.50   | 15.00  |                                                         |         |
| 87      | Shri. K.L. Patel         | "            | 5- 8-64                 | to date  | —do—                                                  | 110       | 25.50             | 8.25   | 17.50  |                                                         |         |
| 88      | Shri. N.V. Dipak         | "            | 1- 3-63                 | 30- 4-65 | —do—                                                  | 113       | 15.00             | 5.50   | 15.00  | On deputation from State Government                     |         |
| 89      | Shri. A.T. Singaporewala | "            | 1- 6-65                 | 31- 8-65 | —do—                                                  | 110       | 50.00             | 8.25   | 17.50  |                                                         |         |
| 90      | Shri. K.P. Patel         | "            | 1- 9-65                 | 30- 9-65 | —do—                                                  | 110       | 50.00             | 8.25   | 20.00  |                                                         |         |
| 91      | Shri. S.S. Shah          | "            | 1-10-65                 | to date  | —do—                                                  | 110       | 50.00             | 8.25   | 20.00  |                                                         |         |
| 92      | Shri. K.N. Patel         | "            | 1-3-63                  | 9- 1-64  | —do—                                                  | 110       | 15.00             | 5.50   | 15.00  |                                                         |         |
| 93      | Shri. G.G. Pillai        | "            | 1- 3-64                 | to date  | —do—                                                  | 119       | 25.50             | 8.25   | 17.50  |                                                         |         |
| 94      | Shri. P.D. Purani        | "            | 18- 4-63                | 31-12-63 | —do—                                                  | 110       | 15.00             | 5.50   | 15.00  |                                                         |         |
| 95      | Smt. V.B. Dalal          | "            | 1- 3-64                 | 30- 6-65 | —do—                                                  | 110       | 25.50             | 8.25   | 17.50  |                                                         |         |

Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-contd.

(a) Staff engaged from time to time in the office of the Superintendent of Census Operations

| Sl. No. | Name              | Designation      | Duration of appointment |          | and pay drawn at the time of appointment | Scale of pay    |    | Pay Drawn |       | Allowances if any |               | Remarks                             |
|---------|-------------------|------------------|-------------------------|----------|------------------------------------------|-----------------|----|-----------|-------|-------------------|---------------|-------------------------------------|
|         |                   |                  | From                    | To       |                                          | From            | To |           |       | D.A.              | G.C.A. H.R.A. |                                     |
| 1       | 2                 | 3                | 4                       | 5        |                                          | 6               |    | 7         | 8     | 9                 | 10            | 11                                  |
| 96      | Kum. P.C. Gandhi  | Copy Holder      | 1- 7-65                 | to date  |                                          | 110-3-131-4-143 |    | 110       | 50.00 | 8.25              | 20.00         |                                     |
| 97      | Shri. S.V. Patel  | "                | 1-10-63                 | to date  |                                          | --do--          |    | 110       | 20.00 | 5.50              | 15.00         |                                     |
| 98      | Smt. S.M. Dalal   | "                | 1- 3-64                 | to date  |                                          | --do--          |    | 110       | 25.50 | 8.25              | 17.50         |                                     |
| 99      | Shri. K.N. Parnar | Driver           | 4- 7-60                 | to date  |                                          | 110-3-131-4-139 |    | 110       | 10.00 | 5.50              | 15.00         |                                     |
| 100     | 1 Post of Daftary | Class IV Servant | 1- 3-65                 | to date  |                                          | 75-1-85-EB-2-95 |    | 75        | 28    | 6                 | 15            |                                     |
| 101     | 6 Posts of Peon   | "                | 1- 5-60                 | to date  |                                          | 70-1-80-EB-1-85 |    | 70        | 10    | 5                 | 7-50          |                                     |
| 102     | 3 Posts of Peon   | "                | 1- 3-61                 | to date  |                                          | --do--          |    | 70        | "     | "                 | "             |                                     |
| 103     | 2 Posts of Peon   | "                | 1- 8-61                 | to date  |                                          | --do--          |    | 70        | "     | "                 | "             |                                     |
| 104     | 4 Posts of Peon   | "                | 1- 8-61                 | 28- 2-62 |                                          | --do--          |    | 70        | "     | "                 | "             |                                     |
| 105     | 2 Posts of Peon   | "                | 1- 5-60                 | 28- 2-61 |                                          | --do--          |    | 70        | "     | "                 | "             | On deputation from State Government |
| 106     | 1 Post of Peon    | "                | 1- 3-61                 | 31- 3-61 |                                          | --do--          |    | 70        | "     | "                 | "             |                                     |

Note :

- (1) The Allowances shown in Cols. 8 to 10 are in accordance with the Central Government rate in force at the time of the appointment of the person concerned.
- (2) The statement gives the information as obtaining in January 1966.

Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-contd.

(b) Central tabulation office

| Sl. No. | Name of Post                                                   | No. of Posts | Duration of appointment                                                                             |         | Scale of Pay                             | Allowances if any |        |        |                                    | Remarks |
|---------|----------------------------------------------------------------|--------------|-----------------------------------------------------------------------------------------------------|---------|------------------------------------------|-------------------|--------|--------|------------------------------------|---------|
|         |                                                                |              | From                                                                                                | To      |                                          | D.A.              | C.C.A. | H.R.A. |                                    |         |
| 1       | 2                                                              | 3            | 4                                                                                                   | 5       | 6                                        | 7                 | 8      | 9      | 10                                 |         |
| 1       | Deputy Superintendent of Census Operations, Gujarat, Ahmedabad | 1            | 1-4-62                                                                                              | 30-6-63 | ..                                       | ..                | ..     | ..     | The scale of pay is not prescribed |         |
| 2       | Tabulation Officer                                             | 4            | 1 5-10-61 to date<br>1 1-5-62 1-6-62<br>1 1-4-62 28-2-65<br>1 1-5-62 30-6-63                        |         | 350-20-450-25-475                        | ..                | 10     | 15     |                                    |         |
| 3       | Statistical Assistant                                          | 9            | 4 5-10-61 to date<br>2 5-10-61 28-2-63<br>1 1-7-63 to date<br>1 1-4-62 30-6-63<br>1 6-4-62 "        |         | 210-10-290-15-320-EB-15-425              | 20                | 10     | 15     |                                    |         |
| 4       | Technical Assistant                                            | 1            | 5-10-61                                                                                             | 30-6-63 | "                                        | 20                | 10     | 15     |                                    |         |
| 5       | Tabulation Assistant                                           | 10           | 4 1-4-62 28-2-63<br>2 18-8-62 28-2-63<br>1 3-10-62 28-2-63<br>2 24-8-62 to date<br>1 1-3-63 28-2-64 |         | 168-8-256-EB-8-280-10-300                | 30                | 8.40   | 15     |                                    |         |
| 6       | Investigator                                                   | 1            | 15-12-62                                                                                            | to date | 150-10-250-EB-15-400 (Unrevised)         | 60                | 7.50   | 15     |                                    |         |
| 7       | Head Clerk                                                     | 1            | 1-4-62                                                                                              | 30-6-63 | 130-5-160-8-200-EB-8-256-EB-8-280-10-300 | 15                | 6.50   | 15     |                                    |         |
| 8       | Upper Division Clerk                                           | 1            | 1-4-62                                                                                              | 28-2-63 | "                                        | 15                | 6.50   | 15     |                                    |         |
| 9       | Machine Operator                                               | 1            | 5-10-61                                                                                             | to date | —do—                                     | 10                | 5.50   | 15     |                                    |         |
| 10      | Cashier                                                        | 1            | 1-4-62                                                                                              | 30-6-63 | 110-3-131-4-155-EB-4-175-5-180           | 15                | 5.50   | 15     |                                    |         |
| 11      | Record Keeper                                                  | 2            | 1 5-10-61 29-2-64<br>1 1-4-62 28-2-65                                                               |         | "                                        | 10                | 5.50   | 15     |                                    |         |
| 12      | Lower Division Clerk                                           | 3            | 2 5-10-61 31-1-62<br>1 5-10-61 28-2-63                                                              |         | "                                        | 10                | 5.50   | 15     |                                    |         |

APPENDIX IV-contd.

Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-contd.

(b) Central tabulation office

| Sl. No. | Name of Post       | No. of posts | Duration of appointment |          | Scale of Pay                   | Allowances if any |        |        |                         | Remarks |
|---------|--------------------|--------------|-------------------------|----------|--------------------------------|-------------------|--------|--------|-------------------------|---------|
|         |                    |              | From                    | To       |                                | D.A.              | C.C.A. | H.R.A. |                         |         |
| 1       | 2                  | 3            | 4                       | 5        | 6                              | 7                 | 8      | 9      | 10                      |         |
| 13      | Typist             | 11           | 1 1-4-62                | 28-2-63  | 110-3-131-4-155-EB-4-175-5-180 | 15                | 5.50   | 15     |                         |         |
|         |                    | 4            | 1-11-62                 | 30-6-63  |                                |                   |        |        |                         |         |
|         |                    | 4            | 5-10-61                 | to date  |                                | 10                | 5.50   | 15     |                         |         |
|         |                    | 1            | 5-10-61                 | 28-2-63  |                                | 15                | 5.50   | 15     |                         |         |
|         |                    | 1            | 1-5-62                  | 28-2-63  |                                |                   |        |        |                         |         |
| 14      | Comptist           | 6            | 1 20-12-61              | 15-12-65 | 150                            | ..                | ..     | ..     | fixed consoli dated pay |         |
|         |                    | 1            | 20-12-61                | 29-2-64  |                                |                   |        |        |                         |         |
|         |                    | 2            | 1-3-62                  | 28-2-63  |                                |                   |        |        |                         |         |
|         |                    | 1            | 1-4-62                  | 28-2-63  |                                |                   |        |        |                         |         |
|         |                    | 1            | 1-5-62                  | 30-6-63  |                                |                   |        |        |                         |         |
| 15      | Supervisor         | 14           | 1 1-3-62                | 18-7-62  | 160                            | ..                | ..     | ..     | ..                      |         |
|         |                    | 2            | 1-4-62                  | 31-7-62  |                                |                   |        |        |                         |         |
|         |                    | 2            | 1-5-62                  | 28-2-63  |                                |                   |        |        |                         |         |
|         |                    | 4            | 1-4-62                  | 30-9-62  |                                |                   |        |        |                         |         |
|         |                    | 3            | 1-4-62                  | 30-6-63  |                                |                   |        |        |                         |         |
|         |                    | 2            | 1-4-62                  | 28-2-64  |                                |                   |        |        |                         |         |
| 16      | Compiler           | 15           | 6 5-10-61               | to date  | 160                            | ..                | ..     | ..     | ..                      |         |
|         |                    | 7            | 5-10-61                 | 28-2-63  |                                |                   |        |        |                         |         |
|         |                    | 2            | 5-10-61                 | 30-6-63  |                                |                   |        |        |                         |         |
| 17      | Compiler-checker   | 53           | 23 1-4-62               | 30-6-63  | 140                            | ..                | ..     | ..     | ..                      |         |
|         |                    | 2            | 1-4-62                  | 28-2-64  |                                |                   |        |        |                         |         |
|         |                    | 3            | 1-4-62                  | 28-2-63  |                                |                   |        |        |                         |         |
|         |                    | 14           | 1-5-62                  | 30-6-63  |                                |                   |        |        |                         |         |
|         |                    | 8            | 1-4-62                  | 30-9-62  |                                |                   |        |        |                         |         |
|         |                    | 3            | 1-4-62                  | 28-2-63  |                                |                   |        |        |                         |         |
| 18      | Assistant Compiler | 33           | 5 5-10-61               | to date  | 140                            | ..                | ..     | ..     | ..                      |         |
|         |                    | 2            | 1-2-62                  | 28-2-63  |                                |                   |        |        |                         |         |
|         |                    | 21           | 5-10-61                 | 30-6-63  |                                |                   |        |        |                         |         |
|         |                    | 5            | ..                      | 30-6-63  |                                |                   |        |        |                         |         |
| 19      | Sorter             | 96           | 43 1-4-62               | 28-2-63  | 120                            | ..                | ..     | ..     | ..                      |         |
|         |                    | 41           | 1-4-62                  | 31-7-62  |                                |                   |        |        |                         |         |
|         |                    | 12           | ..                      | 30-9-62  |                                |                   |        |        |                         |         |
| 20      | Daftary            | 1            | 1-4-62                  | 28-2-65  | 75-1-85-EB-2-95                | 15                | 5      | 7.50   |                         |         |

APPENDIX IV-contd.

Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-contd.

(b) Central Tabulation Office

| Sl. No. | Name of Post     | No. of Posts | Duration of appointment |         | Scale of Pay | Allowances if any |        |        | Remarks |  |
|---------|------------------|--------------|-------------------------|---------|--------------|-------------------|--------|--------|---------|--|
|         |                  |              | From                    | To      |              | D.A.              | C.C.A. | H.R.A. |         |  |
| 1       | 2                | 3            | 4                       | 5       | 6            | 7                 | 8      | 9      | 10      |  |
| 21      | Class IV Servant | 8            | 1                       | 1-4-62  | 28-2-63      | 70-1-80-EB-1-85   | 15     | 5      | 7.50    |  |
|         |                  | 5            |                         | 30-6-63 |              |                   |        |        |         |  |
|         |                  | 1            | 1-5-62                  | to date |              |                   |        |        |         |  |
|         |                  | 1            | 1-6-62                  | "       |              |                   |        |        |         |  |

(c) Housing Tabulation Unit

|   |                       |    |                      |         |                                |    |      |    |  |                        |
|---|-----------------------|----|----------------------|---------|--------------------------------|----|------|----|--|------------------------|
| 1 | Tabulation Officer    | 1  | 1-2-61               | 4-10-61 | 350-20-450-25-475              | .. | 10   | 15 |  |                        |
| 2 | Statistical Assistant | 7  | 1 1-6-61             | 4-10-61 | 210-10-290-15-320-EB-15-425    | 20 | 10   | 15 |  |                        |
|   |                       | 1  | 1-6-61               | 4-10-61 |                                |    |      |    |  |                        |
|   |                       | 5  | Vacant up to 4-10-61 |         |                                |    |      |    |  |                        |
| 3 | Technical Assistant   | 1  | 29-9-60              | 4-10-61 | 210-10-290-15-320-EB-15-425    | 20 | 10   | 15 |  |                        |
| 4 | Lower Division Clerk  | 3  | 1 24-11-60           | 4-10-61 | 110-3-131-4-155-EB-4-175-5-180 | 10 | 5.50 | 15 |  |                        |
|   |                       | 1  | 19-11-60             | 4-10-61 |                                |    |      |    |  |                        |
|   |                       | 1  | 19-11-60             | 4-10-61 |                                |    |      |    |  |                        |
| 5 | Typist                | 7  | 1 26-7-61            | 4-10-61 | 110-3-131-4-155-EB-4-175-5-180 | 10 | 5.50 | 15 |  |                        |
|   |                       | 1  | 27-7-61              | ..      |                                |    |      |    |  |                        |
|   |                       | 1  | 24-4-61              | ..      |                                |    |      |    |  |                        |
|   |                       | 1  | 23-8-61              | ..      |                                |    |      |    |  |                        |
|   |                       | 3  | Vacant up to 4-10-61 |         |                                |    |      |    |  |                        |
| 6 | Record Keeper         | 1  | 2-2-61               | 4-10-61 | --Do--                         | 10 | 5.50 | 15 |  |                        |
| 7 | Supervisor            | 7  | 6 1-3-61             | 4-10-61 | Rs. 160                        | .. | ..   | .. |  | Consolidated fixed pay |
|   |                       | 1  | 1-4-61               | 4-10-61 |                                |    |      |    |  |                        |
| 8 | Compiler-checker      | 42 | 13 15-11-60          | 4-10-61 | Rs. 140                        | .. | ..   | .. |  | ..                     |
|   |                       | 4  | 15-12-60             | 4-10-61 |                                |    |      |    |  |                        |
|   |                       | 3  | 9-1-61               | 4-10-61 |                                |    |      |    |  |                        |
|   |                       | 7  | 1-3-61               | 4-10-61 |                                |    |      |    |  |                        |
|   |                       | 13 | 5-4-61               | 4-10-61 |                                |    |      |    |  |                        |
|   |                       | 2  | 19-5-61              | 4-10-61 |                                |    |      |    |  |                        |
| 9 | Compiler              | 8  | 3 4-8-61             | 4-10-61 | Rs. 160                        | .. | ..   | .. |  | ..                     |
|   |                       | 5  | Vacant up to 4-10-61 |         |                                |    |      |    |  |                        |

APPENDIX IV-*contd.*  
**Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-*contd.***

**(c) Housing Tabulation Unit**

| Sl. No. | Name of Post       | No. of Posts | Duration of appointment |                                    | Scale of Pay                  | Allowances if any                        |        |        |       |    | Remarks                |
|---------|--------------------|--------------|-------------------------|------------------------------------|-------------------------------|------------------------------------------|--------|--------|-------|----|------------------------|
|         |                    |              | From                    | To                                 |                               | D.A.                                     | G.C.A. | H.R.A. |       |    |                        |
| 1       | 2                  | 3            | 4                       | 5                                  | 6                             | 7                                        | 8      | 9      |       |    | 10                     |
| 10      | Assistant Compiler | 20           | 3                       | 22-2-61<br>7 20-7-61<br>10 19-8-61 | 4-10-61<br>4-10-61<br>4-10-61 | Rs. 140                                  | ..     | ..     | ..    | .. | Consolidated fixed pay |
| 11      | Machine Operator   | 2            |                         | 1-12-60                            | 4-10-61                       | 130-5-160-8-200-EB-8-256-EB-8-280-10-300 | 10     | 5.50   | 15.00 |    |                        |
| 12      | Class IV Servant   | 2            |                         | 1-12-60                            | 4-10-61                       | 70-1-80-EB-1-85                          | 10     | 5.00   | 7.50  |    |                        |

**(d) Regional Tabulation Offices**

**AHMEDABAD**

| Sl. No. | Name of Post                               | No. of Posts | Duration of appointment                        |                        | Scale of Pay                             | Allowances if any |        |        |    |    | Remarks                        |
|---------|--------------------------------------------|--------------|------------------------------------------------|------------------------|------------------------------------------|-------------------|--------|--------|----|----|--------------------------------|
|         |                                            |              | From                                           | To                     |                                          | D.A.              | G.C.A. | H.R.A. |    |    |                                |
| 1       | Deputy Superintendent of Census Operations | 1            | 1-11-60                                        | 31-3-62                | ..                                       | ..                | ..     | ..     | .. | .. | Scale of pay is not prescribed |
| 2       | Tabulation Officer                         | 1            | 23-3-61                                        | 31-3-62                | 350-20-450-25-475                        | ..                | 10     | 15     | .. | .. |                                |
| 3       | Statistical Assistant                      | 1            | 9-5-61                                         | 31-3-62                | 210-10-290-15-320-EB-15-425              | 20                | 10     | 15     | .. | .. |                                |
| 4       | Tabulation Assistant                       | 4            | 1 22-3-61<br>1 23-3-61<br>1 4-4-61<br>1 5-4-61 | 31-3-62<br>"<br>"<br>" | 168-8-256-EB-8-280-10-300                | 20                | 10     | 15     | .. | .. |                                |
| 5       | Head Clerk-cum-Accountant                  | 1            | 8-4-61                                         | "                      | 130-5-160-8-200-EB-8-250-EB-8-280-10-300 | 10                | 6.50   | 15     | .. | .. |                                |
| 6       | Upper Division Clerk                       | 1            | 7-1-61                                         | "                      | "                                        | 10                | 6.50   | 15     | .. | .. |                                |
| 7       | Cashier                                    | 1            | 19-3-61                                        | 31-3-62                | 110-3-131-4-155-EB-4-175-5-180           | 10                | 5.50   | 15     | .. | .. |                                |
| 8       | Typist-cum-Clerk                           | 1            | 16-3-61                                        | 31-3-62                | "                                        | 10                | 5.50   | 15     | .. | .. |                                |

APPENDIX IV-*contd.*

**Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-*contd.***

**(d) Regional Tabulation Offices**

| Sl. No.       | Name of Post                               | No. of Posts | Duration of appointment                         |                               | Scale of Pay                             | Allowances if any |        |        |    |    | Remarks                        |
|---------------|--------------------------------------------|--------------|-------------------------------------------------|-------------------------------|------------------------------------------|-------------------|--------|--------|----|----|--------------------------------|
|               |                                            |              | From                                            | To                            |                                          | D.A.              | G.C.A. | H.R.A. |    |    |                                |
| 1             | 2                                          | 3            | 4                                               | 5                             | 6                                        | 7                 | 8      | 9      |    |    | 10                             |
| 9             | Record Keeper                              | 1            | 10-3-61                                         | 31-3-62                       | 110-3-131-4-155<br>EB-4-175-5-180        | 10                | 5.50   | 15     | .. | .. |                                |
| 10            | Machine Operator                           | 1            | 28-7-61                                         | 31-3-62                       | 150                                      | ..                | ..     | ..     | .. | .. | Consolidated fixed pay         |
| 11            | Supervisor                                 | 28           | 11 1-3-61<br>17 1-3-61                          | 31-3-62<br>28-2-62            | 160<br>160                               | ..                | ..     | ..     | .. | .. |                                |
| 12            | Compiler-checker                           | 55           | 39 1-3-61<br>16 1-3-61                          | 31-3-62<br>28-2-62            | 140<br>140                               | ..                | ..     | ..     | .. | .. |                                |
| 12(a)         | Posting Clerk                              | 25           | 25 1-10-61                                      | "                             | 140                                      | ..                | ..     | ..     | .. | .. |                                |
| 13            | Sorter                                     | 275          | 96 1-3-61<br>179 1-3-61                         | 31-3-62<br>28-2-62            | 120<br>120                               | ..                | ..     | ..     | .. | .. |                                |
| 14            | Daftari                                    | 1            | 1-7-61                                          | 31-3-62                       | 75-1-85-EB-2-95                          | 10                | 5      | 7.50   | .. | .. |                                |
| 15            | Class IV Servant                           | 10           | 1 1-1-61<br>5 1-3-61<br>4 1-4-61                | 31-3-62<br>31-3-62<br>28-2-62 | 70-1-80-EB-1-85                          | 10                | 5      | 7.50   | .. | .. |                                |
| <b>RAJKOT</b> |                                            |              |                                                 |                               |                                          |                   |        |        |    |    |                                |
| 1             | Deputy Superintendent of Census Operations | 1            | 1-3-61                                          | 30-4-62                       | ..                                       | ..                | ..     | ..     | .. | .. | Scale of pay is not prescribed |
| 2             | Tabulation Officer                         | 1            | 15-7-61                                         | 9-5-62                        | 350-20-450-25-475                        | ..                | ..     | ..     | .. | .. |                                |
| 3             | Statistical Assistant                      | 1            | 1-7-61                                          | 31-5-62                       | 210-10-290-15-320-EB-15-425              | 20                | ..     | ..     | .. | .. |                                |
| 4             | Tabulation Assistant                       | 4            | 1 11-4-61<br>1 1-7-61<br>1 1-7-61<br>1 21-11-61 | 31-5-62<br>"<br>"<br>29-6-62  | 168-8-256-EB-8-280-10-300                | 20                | ..     | ..     | .. | .. |                                |
| 5             | Head Clerk-cum-Accountant                  | 1            | 14-3-61                                         | 8-1-62                        | 130-5-160-8-200-EB-8-256-EB-8-280-10-300 | 10                | ..     | 7.50   | .. | .. |                                |
| 6             | Upper Division Clerk                       | 1            | 14-3-61                                         | 31-5-62                       | 130-5-160-8-200-EB-8-256-EB-8-280-10-300 | 10                | ..     | 7.50   | .. | .. |                                |
| 7             | Cashier                                    | 1            | 20-4-61                                         | "                             | 110-3-131-4-155-EB-4-175-5-180           | 10                | ..     | 7.50   | .. | .. |                                |

APPENDIX IV-contd.

Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-contd.  
(d) Regional Tabulation Offices

| Sl. No.   | Name of Post                               | No. of Posts | Duration of appointment |         |                             | Scale of Pay | Allowances if any |        |                                |  | Remarks |
|-----------|--------------------------------------------|--------------|-------------------------|---------|-----------------------------|--------------|-------------------|--------|--------------------------------|--|---------|
|           |                                            |              | From                    | To      |                             |              | D.A.              | G.C.A. | H.R.A.                         |  |         |
| 1         | 2                                          | 3            | 4                       | 5       | 6                           | 7            | 8                 | 9      | 10                             |  |         |
| 8         | Typist-cum-Clerk                           | 1            | 14-3-61                 | 31-5-62 | RAJKOT-contd.               |              |                   |        |                                |  |         |
| 9         | Record Keeper                              | 1            | 25-3-61                 | 31-5-62 | 110-3-131-4-155-EB-4        | 10           | ..                | 7.50   |                                |  |         |
| 10        | Lower Division Clerk                       | 1            | 10-1-61                 | 28-2-62 | 175-5-180                   |              |                   |        |                                |  |         |
| 11        | Machine Operator                           | 1            | 1-8-61                  | 30-4-62 | 150                         | 10           | ..                | 7.50   |                                |  |         |
| 12        | Supervisor                                 | 19           | 9 1-3-61                | 22-6-62 | 160                         | 10           | ..                | 7.50   | Consolidated fixed pay         |  |         |
| 13        | Compiler-checker                           | 38           | 10 1-3-61               | 28-2-62 | 160                         | 10           | ..                | ..     | ..                             |  |         |
|           |                                            |              | 22 1-3-61               | 22-6-62 | 140                         | 10           | ..                | ..     | ..                             |  |         |
| 14        | Posting Clerk                              | 19           | 16 1-3-61               | 28-2-62 | 140                         | 10           | ..                | ..     | ..                             |  |         |
| 15        | Sorter                                     | 190          | 1-10-61                 | 28-2-62 | 140                         | 10           | ..                | ..     | ..                             |  |         |
|           |                                            |              | 72 1-3-61               | 22-6-62 | 120                         | 10           | ..                | ..     | ..                             |  |         |
|           |                                            |              | 118 1-3-61              | 28-2-62 | 120                         | 10           | ..                | ..     | ..                             |  |         |
| 16        | Daftary                                    | 1            | 17-5-61                 | "       | 75-1-85-EB-2-95             | 10           | ..                | 7.50   |                                |  |         |
| 17        | Class IV Servant                           | 10           | 1 15-3-61               | 31-5-62 | 70-1-80-EB-1-85             | 10           | ..                | 5.00   |                                |  |         |
|           |                                            |              | 5 1-4-61                | "       |                             |              |                   |        |                                |  |         |
|           |                                            |              | 4 1-4-61                | 28-2-62 |                             |              |                   |        |                                |  |         |
| BHAVNAGAR |                                            |              |                         |         |                             |              |                   |        |                                |  |         |
| 1         | Deputy Superintendent of Census Operations | 1            | 8-10-60                 | 31-5-62 | ..                          | ..           | ..                | ..     | Scale of pay is not prescribed |  |         |
| 2         | Tabulation Officer                         | 1            | 18-5-61                 | "       | 350-20-450-25-475           | ..           | ..                | ..     |                                |  |         |
| 3         | Statistical Assistant                      | 1            | 22-12-61                | 8-5-62  | 210-10-290-15-320-EB-15-425 | 20           | ..                | ..     |                                |  |         |
| 4         | Tabulation Assistant                       | 4            | 1 8-3-61                | 31-5-62 | 168-8-256-EB-8-280-10-300   | 20           | ..                | ..     |                                |  |         |
|           |                                            |              | 1 1-4-61                | "       |                             |              |                   |        |                                |  |         |
|           |                                            |              | 1 1-5-61                | "       |                             |              |                   |        |                                |  |         |
|           |                                            |              | 1 26-4-61               | "       |                             |              |                   |        |                                |  |         |

APPENDIX IV-contd.

Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-contd.

(d) Regional Tabulation Offices

| Sl. No.          | Name of Post              | No. of Posts | Duration of appointment           |                               |                                          | Scale of Pay | Allowances if any |        |                        |  | Remarks |
|------------------|---------------------------|--------------|-----------------------------------|-------------------------------|------------------------------------------|--------------|-------------------|--------|------------------------|--|---------|
|                  |                           |              | From                              | To                            | D.A.                                     |              | G.C.A.            | H.R.A. |                        |  |         |
|                  |                           |              |                                   |                               |                                          |              |                   |        |                        |  |         |
| 1                | 2                         | 3            | 4                                 | 5                             | 6                                        | 7            | 8                 | 9      | 10                     |  |         |
| BHAVNAGAR-contd. |                           |              |                                   |                               |                                          |              |                   |        |                        |  |         |
| 5                | Head-Clerk-cum-Accountant | 1            | 1-3-61                            | 31-5-62                       | 130-5-160-8-200-EB-8-256-EB-8-280-10-300 | 10           | ..                | 7.50   |                        |  |         |
| 6                | Upper Division Clerk      | 1            | 25-5-61                           | "                             | 130-5-160-8-200-EB-8-256-EB-8-280-10-300 | 10           | ..                | 7.50   |                        |  |         |
| 7                | Cashier                   | 1            | 7-11-60                           | "                             | 110-3-131-4-155-EB-4-175-5-180           | 10           | ..                | 7.50   |                        |  |         |
| 8                | Typist-cum-Clerk          | 1            | 14-3-61                           | "                             | 110-3-131-4-155-EB-4-175-5-180           | 10           | ..                | 7.50   |                        |  |         |
| 9                | Record Keeper             | 1            | 17-5-61                           | "                             | 110-3-131-4-155-EB-4-175-5-180           | 10           | ..                | 7.50   |                        |  |         |
| 10               | Lower Division Clerk      | 1            | 1-10-61                           | 28-2-62                       | 110-3-131-4-155-EB-4-175-5-180           | 10           | ..                | 7.50   |                        |  |         |
| 11               | Machine Operator          | 1            | 31-7-61                           | 8-5-62                        | 150                                      | ..           | ..                | ..     | Consolidated fixed pay |  |         |
| 12               | Supervisor                | 15           | 8 1-3-61<br>7 1-3-61              | 31-5-62<br>28-2-62            | 160                                      | ..           | ..                | ..     | "                      |  |         |
| 13               | Compiler-checker          | 31           | 1-3-61                            | 31-5-62                       | 140                                      | ..           | ..                | ..     | "                      |  |         |
| 14               | Posting Clerk             | 15           | 1-10-61                           | 28-2-62                       | 140                                      | ..           | ..                | ..     | "                      |  |         |
| 15               | Sorter                    | 155          | 94 1-3-61<br>61 1-3-61            | 28-2-62<br>31-5-62            | 120                                      | ..           | ..                | ..     | "                      |  |         |
| 16               | Daftary                   | 1            | 1-4-61                            | "                             | 75-1-85-EB-2-95                          | 10           | ..                | 7.50   |                        |  |         |
| 17               | Class IV Servant          | 10           | 1 7-11-60<br>6 1-3-61<br>3 1-3-61 | 28-2-62<br>31-5-62<br>28-2-62 | 70-1-80-EB-1-85                          | 10           | ..                | 5.00   |                        |  |         |

Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-contd.

(d) Regional Tabulation Offices

| Sl. No. | Name of Post                               | No. of Posts | Duration of appointment                        |                                   | Scale of Pay                             | Allowances if any |        |        | Remarks                        |
|---------|--------------------------------------------|--------------|------------------------------------------------|-----------------------------------|------------------------------------------|-------------------|--------|--------|--------------------------------|
|         |                                            |              | From                                           | To                                |                                          | D.A.              | C.C.A. | H.R.A. |                                |
| 1       | 2                                          | 3            | 4                                              | 5                                 | 6                                        | 7                 | 8      | 9      | 10                             |
| SURAT   |                                            |              |                                                |                                   |                                          |                   |        |        |                                |
| 1       | Deputy Superintendent of Census Operations | 1            | 18-11-60                                       | 30-4-62                           | ..                                       | ..                | ..     | ..     | Scale of pay is not prescribed |
| 2       | Tabulation Officer                         | 1            | 17-5-61                                        | "                                 | 350-20-450-25-475                        | ..                | ..     | ..     |                                |
| 3       | Statistical Assistant                      | 1            | 18-4-61                                        | "                                 | 210-10-290-15-320-EB-15-425              | 20                | ..     | ..     |                                |
| 4       | Tabulation Assistant                       | 4            | 1 1-6-61<br>1 1-6-61<br>1 14-6-61<br>1 15-7-61 | 3-2-62<br>10-5-62<br>19-5-62<br>" | 168-8-256-EB-8-280-10-300                | 20                | ..     | ..     |                                |
| 5       | Head Clerk-cum-Accountant                  | 1            | 1-7-61                                         | "                                 | 130-5-160-8-200-EB-8-256-EB-8-280-10-300 | 10                | ..     | 7.50   |                                |
| 6       | Upper Division Clerk                       | 1            | 3-1-61                                         | "                                 | 130-5-160-8-200-EB-8-256-EB-8-280-10-300 | 10                | ..     | 7.50   |                                |
| 7       | Cashier                                    | 1            | 15-4-61                                        | "                                 | 110-3-131-4-155-EB-4-175-5-180           | 10                | ..     | 7.50   |                                |
| 8       | Typist-cum-Clerk                           | 1            | 18-5-61                                        | "                                 | 110-3-131-4-155-EB-4-175-5-180           | 10                | ..     | 7.50   |                                |
| 9       | Record Keeper                              | 1            | 6-4-61                                         | "                                 | 110-3-131-4-155-EB-4-175-5-180           | 10                | ..     | 7.50   |                                |
| 10      | Machine Operator                           | 1            | 29-7-61                                        | 3-5-62                            | 150                                      | ..                | ..     | ..     | Consolidated fixed pay         |
| 11      | Supervisor                                 | 18           | 5 1-3-61<br>13 1-3-61                          | 19-5-62<br>28-2-62                | 160<br>160                               | ..                | ..     | ..     | "                              |
| 12      | Compiler-checker                           | 36           | 1-3-61                                         | 28-2-62                           | 140                                      | ..                | ..     | ..     | "                              |
| 12(a)   | Posting Clerk                              | 18           | 1-10-61                                        | 28-2-62                           | 140                                      | ..                | ..     | ..     | "                              |
| 13      | Sorter                                     | 180          | 75 1-3-61<br>105 1-3-61                        | 19-5-62<br>28-2-62                | 120<br>120                               | ..                | ..     | ..     | "                              |
| 14      | Daftary                                    | 1            | 1-4-61                                         | 11-4-62                           | 75-1-85-EB-2-95                          | 10                | ..     | 7.50   | "                              |
| 15      | Class IV Servant                           | 10           | 1 13-12-60<br>5 1-3-61<br>4 1-3-61             | 19-5-62<br>28-2-62<br>28-2-62     | 70-1-80-EB-1-85                          | 10                | ..     | 5.00   |                                |

Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-contd.

(e) Special Studies

| Sl. No. | Name of Post                               | No. of Posts | Duration of appointment                                   |                                                      | Scale of Pay                             | Allowances if any |        |        | Remarks                        |
|---------|--------------------------------------------|--------------|-----------------------------------------------------------|------------------------------------------------------|------------------------------------------|-------------------|--------|--------|--------------------------------|
|         |                                            |              | From                                                      | To                                                   |                                          | D.A.              | C.C.A. | H.R.A. |                                |
| 1       | 2                                          | 3            | 4                                                         | 5                                                    | 6                                        | 7                 | 8      | 9      | 10                             |
| 1       | Deputy Superintendent of Census Operations | 1            | 3-5-62                                                    | to date                                              | ..                                       | ..                | ..     | ..     | Scale of pay is not prescribed |
| 2       | Tabulation Officer                         | 1            | 11-6-62                                                   | to date                                              | 350-20-450-25-475                        | ..                | 10     | 15     |                                |
| 3       | Research Officer                           | 1            | 19-11-60                                                  | to date                                              | ..                                       | ..                | ..     | ..     | Scale of pay is not prescribed |
| 4       | Photographer                               | 1            | 1-12-62                                                   | to date                                              | Rs. 450                                  | ..                | ..     | ..     | Consolidated fixed pay         |
| 5       | Artist                                     | 1            | 14-7-61                                                   | to date                                              | 210-10-290-15-320-EB-15-425              | 20                | 10     | 15     |                                |
| 6       | Statistical Assistant                      | 5            | 1 1-5-60<br>1 22-5-61<br>1 5-10-61<br>2 22-5-61           | to date<br>to date<br>to date<br>28-2-63             | 210-10-290-15-320-EB-15-425              | 20                | 10     | 15     |                                |
| 7       | Tabulation Assistant                       | 6            | 1 1-5-62<br>1 1-5-62<br>1 1-9-62<br>2 1-11-62<br>1 1-7-63 | 28-2-64<br>18-6-62<br>10-11-62<br>28-2-63<br>to date | 168-8-256-EB-8-280-10-300                | 30                | 8.40   | 15     |                                |
| 8       | Investigator                               | 4            | 1 1-7-60<br>1 31-10-61<br>1 18-5-63<br>1 15-7-63          | 14-12-62<br>to date<br>to date<br>to date            | 150-10-250-EB-15-400 (Unrevised)         | 60                | 7.50   | 15     |                                |
| 9       | Upper Division Clerk                       | 1            | 1-7-62                                                    | 28-2-63                                              | 130-5-160-8-200-EB-8-256-EB-8-280-10-300 | 15                | 6.50   | 15     |                                |
| 10      | Machine Operator                           | 1            | 5-10-61                                                   | 28-2-63                                              | 130-5-160-8-200-EB-8-256-EB-8-280-10-300 | 10                | 6.50   | 15     |                                |
| 11      | Typist                                     | 5            | 2 5-10-61<br>3 1-7-63                                     | 31-10-62<br>to date                                  | 110-3-131-4-155-EB-4-175-5-180           | 10                | 5.50   | 15     |                                |
| 12      | Supervisor                                 | 1            | 23-4-62                                                   | 28-2-63                                              | Rs. 165                                  | ..                | ..     | ..     | Consolidated fixed pay         |

APPENDIX IV-*concl'd.*  
Details of staff of the office of the Superintendent of Census Operations, regional tabulation offices and central tabulation office-*concl'd.*  
(e) Special Studies

| Sl. No.                          | Name of Post          | No. of Posts | Duration of appointment |                  | Scale of Pay                             | Allowances if any |        |        | Remarks                |  |
|----------------------------------|-----------------------|--------------|-------------------------|------------------|------------------------------------------|-------------------|--------|--------|------------------------|--|
|                                  |                       |              | From                    | To               |                                          | D.A.              | C.C.A. | H.R.A. |                        |  |
| 1                                | 2                     | 3            | 4                       | 5                | 6                                        | 7                 | 8      | 9      | 10                     |  |
| 13                               | Compiler              | 10           | 6                       | 22-5-61 to date  | Rs. 160                                  | ..                | ..     | ..     | Consolidated fixed pay |  |
| 14                               | Compiler-checker      | 15           | 1                       | 22-5-61 28-2-63  |                                          |                   |        |        |                        |  |
|                                  |                       |              | 3                       | 22-5-61 4-10-61  |                                          |                   |        |        |                        |  |
| 15                               | Assistant Compiler    | 21           | 3                       | 19-4-62 30-10-62 | Rs. 140                                  | ..                | ..     | ..     | ..                     |  |
|                                  |                       |              | 6                       | 1-5-62 28-2-63   |                                          |                   |        |        |                        |  |
|                                  |                       |              | 6                       | 19-4-62 28-2-63  |                                          |                   |        |        |                        |  |
|                                  |                       |              | 1                       | 22-5-61 29-2-64  | Rs. 140                                  | ..                | ..     | ..     | ..                     |  |
|                                  |                       |              | 6                       | 10-8-61 30-6-63  |                                          |                   |        |        |                        |  |
|                                  |                       |              | 9                       | 11-9-61 28-2-63  |                                          |                   |        |        |                        |  |
|                                  |                       |              | 5                       | 5-10-61 to date  |                                          |                   |        |        |                        |  |
| 16                               | Class IV Servant      | 5            | 1                       | 1-5-62 30-10-62  | 70-1-80-EB-1-85                          | 10                | 5      | 7.50   |                        |  |
|                                  |                       |              | 1                       | 1-7-62 to date   |                                          |                   |        |        |                        |  |
|                                  |                       |              | 1                       | 21-4-62 to date  |                                          |                   |        |        |                        |  |
|                                  |                       |              | 2                       | 5-10-61 to date  |                                          |                   |        |        |                        |  |
| (f) Mechanical Tabulation Office |                       |              |                         |                  |                                          |                   |        |        |                        |  |
| 1                                | Tabulation Officer    | 1            | 12-2-62                 | 6-9-62           | 350-20-450-25-475                        | ..                | 10     | 15     |                        |  |
| 2                                | Statistical Assistant | 3            | 1                       | 7-9-61 28-2-63   | 210-10-290-15-320-EB-15-425              | 20                | 10     | 15     |                        |  |
|                                  |                       |              | 1                       | 16-9-61 28-2-63  |                                          | 30                | 10     | 15     |                        |  |
|                                  |                       |              | 1                       | 1-1-62 28-2-63   |                                          |                   |        |        |                        |  |
| 3                                | Upper Division Clerk  | 4            | 1                       | 7-8-61 28-2-63   | 130-5-160-8-200-EB-8-256-EB-8-280-10-300 | 10                | 6.50   | 15     |                        |  |
|                                  |                       |              | 1                       | 29-8-61 28-2-63  |                                          |                   |        |        |                        |  |
|                                  |                       |              | 1                       | 15-9-61 12-9-62  |                                          |                   |        |        |                        |  |
|                                  |                       |              | 1                       | 1-4-62 18-10-62  |                                          |                   |        |        |                        |  |
| 4                                | Lower Division Clerk  | 2            | 1                       | 16-11-61 28-2-63 | Rs. 120                                  | 15                | 6.50   | 15     | Consolidated fixed pay |  |
|                                  |                       |              | 1                       | 8-1-62 30-11-62  |                                          | ..                | ..     | ..     |                        |  |
| 5                                | Coding Clerk          | 9            | 6                       | 1-7-61 31-12-62  | "                                        | ..                | ..     | ..     | ..                     |  |
|                                  |                       |              | 2                       | 1-5-62 31-12-62  | "                                        |                   |        |        |                        |  |
|                                  |                       |              | 1                       | 1-5-62 28-2-63   | "                                        |                   |        |        |                        |  |
| 6                                | Punch Operator        | 25           | 23                      | 1-7-61 31-12-62  | "                                        | ..                | ..     | ..     | ..                     |  |
|                                  |                       |              | 2                       | 1-7-61 28-2-63   | "                                        |                   |        |        |                        |  |
| 7                                | Sorter                | 4            | 4                       | 1-5-62 31-12-62  | "                                        | ..                | ..     | ..     | ..                     |  |
| 8                                | Class IV Servant      | 2            | 1                       | 1-7-61 31-12-62  | 70-1-80-EB-1-85                          | 10                | 5      | 7.50   |                        |  |
|                                  |                       |              | 1                       | 1-7-61 28-2-63   |                                          |                   |        |        |                        |  |

Notes : (1) The Allowances shown in Cols. 8 to 10 are in accordance with the Central Government rate in force at that time of the appointment of the person concerned.  
(2) The information given in this appendix is as obtaining in January, 1966.

APPENDIX V

Statement of actual sorter-months, compiler-checker-months and supervisor-months consumed in each of the regional tabulation offices

|                         |   |   |   |   |   |   |   |   | Regional<br>Tabulation<br>Office,<br>Rajkot | Regional<br>Tabulation<br>Office,<br>Bhavnagar | Regional<br>Tabulation<br>Office,<br>Surat | Regional<br>Tabulation<br>Office,<br>Ahmedabad | Total    |
|-------------------------|---|---|---|---|---|---|---|---|---------------------------------------------|------------------------------------------------|--------------------------------------------|------------------------------------------------|----------|
| Calendar month          |   |   |   |   |   |   |   |   |                                             |                                                |                                            |                                                |          |
| Sorter-months           |   |   |   |   |   |   |   |   |                                             |                                                |                                            |                                                |          |
| March 1961              | . | . | . | . | . | . | . | . | ..                                          | 2.36                                           | 4.45                                       | 1.90                                           | 8.71     |
| April 1961              | . | . | . | . | . | . | . | . | 25.13                                       | 43.76                                          | 53.76                                      | 40.53                                          | 163.18   |
| May 1961                | . | . | . | . | . | . | . | . | 145.96                                      | 82.52                                          | 122.90                                     | 151.71                                         | 503.09   |
| June 1961               | . | . | . | . | . | . | . | . | 178.72                                      | 134.89                                         | 169.90                                     | 247.80                                         | 731.31   |
| July 1961               | . | . | . | . | . | . | . | . | 177.36                                      | 134.00                                         | 163.99                                     | 251.42                                         | 726.77   |
| August 1961             | . | . | . | . | . | . | . | . | 177.29                                      | 144.41                                         | 168.05                                     | 255.01                                         | 744.76   |
| September 1961          | . | . | . | . | . | . | . | . | 184.38                                      | 148.63                                         | 173.94                                     | 256.93                                         | 763.88   |
| October 1961            | . | . | . | . | . | . | . | . | 183.12                                      | 146.58                                         | 178.03                                     | 255.71                                         | 763.44   |
| November 1961           | . | . | . | . | . | . | . | . | 175.23                                      | 142.73                                         | 170.89                                     | 180.86                                         | 669.71   |
| December 1961           | . | . | . | . | . | . | . | . | 154.97                                      | 54.77                                          | 168.81                                     | 45.90                                          | 424.45   |
| January 1962            | . | . | . | . | . | . | . | . | 15.00                                       | 2.03                                           | 13.32                                      | 4.51                                           | 34.86    |
| February 1962           | . | . | . | . | . | . | . | . | 29.60                                       | 0.39                                           | 12.00                                      | 5.14                                           | 47.13    |
| March 1962              | . | . | . | . | . | . | . | . | ..                                          | ..                                             | ..                                         | 62.64                                          | 62.64    |
| Grand Total             | . | . | . | . | . | . | . | . | 1,446.76                                    | 1,037.07                                       | 1,400.04                                   | 1,760.06                                       | 5,643.93 |
| Compiler-checker-months |   |   |   |   |   |   |   |   |                                             |                                                |                                            |                                                |          |
| March 1961              | . | . | . | . | . | . | . | . | ..                                          | ..                                             | ..                                         | 2.41                                           | 2.41     |
| April 1961              | . | . | . | . | . | . | . | . | 4.77                                        | 4.83                                           | 7.60                                       | 18.36                                          | 35.56    |
| May 1961                | . | . | . | . | . | . | . | . | 21.12                                       | 13.66                                          | 20.00                                      | 32.64                                          | 87.42    |
| June 1961               | . | . | . | . | . | . | . | . | 27.83                                       | 19.43                                          | 28.30                                      | 49.66                                          | 125.22   |
| July 1961               | . | . | . | . | . | . | . | . | 31.61                                       | 27.49                                          | 23.52                                      | 47.55                                          | 130.17   |
| August 1961             | . | . | . | . | . | . | . | . | 36.39                                       | 29.73                                          | 31.74                                      | 48.22                                          | 146.08   |
| September 1961          | . | . | . | . | . | . | . | . | 34.23                                       | 27.96                                          | 35.93                                      | 49.66                                          | 147.78   |
| October 1961            | . | . | . | . | . | . | . | . | 35.48                                       | 30.11                                          | 35.48                                      | 49.61                                          | 150.68   |
| November 1961           | . | . | . | . | . | . | . | . | 32.99                                       | 27.94                                          | 35.63                                      | 49.26                                          | 145.82   |
| December 1961           | . | . | . | . | . | . | . | . | 32.61                                       | 35.71                                          | 34.55                                      | 34.48                                          | 137.35   |
| January 1962            | . | . | . | . | . | . | . | . | 24.77                                       | 32.87                                          | 30.00                                      | 37.13                                          | 124.77   |
| February 1962           | . | . | . | . | . | . | . | . | 24.18                                       | 31.64                                          | 27.89                                      | 37.13                                          | 120.84   |
| March 1962              | . | . | . | . | . | . | . | . | 20.56                                       | ..                                             | 32.23                                      | 35.48                                          | 88.27    |
| April 1962              | . | . | . | . | . | . | . | . | 21.82                                       | ..                                             | 24.70                                      | ..                                             | 46.52    |
| May 1962                | . | . | . | . | . | . | . | . | 21.48                                       | ..                                             | 4.68                                       | ..                                             | 26.16    |
| June 1962               | . | . | . | . | . | . | . | . | 16.47                                       | ..                                             | 3.27                                       | ..                                             | 19.74    |
| Grand Total             | . | . | . | . | . | . | . | . | 386.31                                      | 281.37                                         | 375.52                                     | 491.59                                         | 1,534.79 |

Statement of actual sorter-months, compiler-checker-months and supervisor-months consumed in each of the regional tabulation offices-contd.

| Calendar month | Regional<br>Tabulation<br>Office,<br>Rajkot | Regional<br>Tabulation<br>Office,<br>Bhavnagar | Regional<br>Tabulation<br>Office,<br>Surat | Regional<br>Tabulation<br>Office,<br>Ahmedabad | Total  |
|----------------|---------------------------------------------|------------------------------------------------|--------------------------------------------|------------------------------------------------|--------|
|                | Supervisor-months                           |                                                |                                            |                                                |        |
| March 1961     | ..                                          | 1.29                                           | ..                                         | 0.26                                           | 1.55   |
| April 1961     | 1.92                                        | 3.00                                           | 1.00                                       | 3.43                                           | 9.35   |
| May 1961       | 9.81                                        | 6.00                                           | 5.86                                       | 12.03                                          | 33.70  |
| June 1961      | 16.00                                       | 7.03                                           | 12.53                                      | 23.57                                          | 59.13  |
| July 1961      | 16.00                                       | 11.15                                          | 12.42                                      | 25.16                                          | 64.73  |
| August 1961    | 19.00                                       | 13.36                                          | 14.26                                      | 24.70                                          | 71.32  |
| September 1961 | 18.33                                       | 14.00                                          | 15.90                                      | 23.93                                          | 72.16  |
| October 1961   | 16.24                                       | 13.87                                          | 16.32                                      | 24.64                                          | 71.07  |
| November 1961  | 18.80                                       | 15.00                                          | 16.20                                      | 21.03                                          | 74.03  |
| December 1961  | 17.19                                       | 11.00                                          | 14.52                                      | 11.13                                          | 53.84  |
| January 1962   | 5.03                                        | 8.00                                           | 5.77                                       | 5.00                                           | 23.80  |
| February 1962  | 4.96                                        | 8.00                                           | 5.00                                       | 5.00                                           | 22.96  |
| March 1962     | 5.00                                        | 8.00                                           | 3.35                                       | 8.87                                           | 25.22  |
| April 1962     | 8.86                                        | 8.00                                           | 3.53                                       | ..                                             | 20.39  |
| May 1962       | 8.74                                        | 2.20                                           | 3.00                                       | ..                                             | 13.94  |
| June 1962      | 7.70                                        | ..                                             | 1.73                                       | ..                                             | 9.43   |
| Grand Total    | 173.58                                      | 129.90                                         | 131.39                                     | 191.75                                         | 626.62 |

(a) Statement of expenditure incurred in each of the regional tabulation offices

| Head of Account                             | Regional<br>Tabulation<br>Office No. 1<br>Rajkot | Regional<br>Tabulation<br>Office No. 2<br>Bhavnagar | Regional<br>Tabulation<br>Office No. 3<br>Surat | Regional<br>Tabulation<br>Office No. 4<br>Ahmedabad | Total        |
|---------------------------------------------|--------------------------------------------------|-----------------------------------------------------|-------------------------------------------------|-----------------------------------------------------|--------------|
| 1                                           | 2                                                | 3                                                   | 4                                               | 5                                                   | 6            |
| C-ABSTRACTION & COMPILATION                 | Rs. P.                                           | Rs. P.                                              | Rs. P.                                          | Rs. P.                                              | Rs. P.       |
| C-1-Pay of Officers                         | 10,196.61                                        | 13,485.13                                           | 11,253.18                                       | 9,377.66                                            | 44,312.58    |
| C-2-Pay of Establishment                    | 326,243.27                                       | 238,855.48                                          | 300,943.42                                      | 359,994.17                                          | 1,226,036.34 |
| (a) Sorters                                 | 173,611.20                                       | 124,448.40                                          | 167,969.10                                      | 211,179.20                                          | 677,207.90   |
| (b) Compiler-Checkers                       | 54,083.40                                        | 39,391.80                                           | 52,572.80                                       | 66,018.84                                           | 212,066.84   |
| (c) Supervisors                             | 26,405.26                                        | 22,817.97                                           | 21,620.11                                       | 29,059.19                                           | 99,902.53    |
| (d) Other staff                             | 72,143.41                                        | 52,197.31                                           | 58,781.41                                       | 53,736.94                                           | 236,859.07   |
| C-3-Allowances & Honoraria                  | 24,561.41                                        | 29,415.94                                           | 22,352.45                                       | 23,471.02                                           | 99,800.82    |
| (a) Dearness Allowance                      | 12,858.07                                        | 14,552.72                                           | 8,827.18                                        | 10,497.74                                           | 46,735.71    |
| (b) House Rent & Other Allowances           | 5,179.47                                         | 7,519.22                                            | 6,482.29                                        | 9,470.34                                            | 28,651.32    |
| (c) Travelling Allowance                    | 6,191.45                                         | 6,655.42                                            | 5,783.44                                        | 3,118.76                                            | 21,749.07    |
| (d) Bonus to Sorters, etc.,                 | 332.42                                           | 688.58                                              | 1,259.54                                        | 384.18                                              | 2,664.72     |
| C-4-Other Charges (as detailed in Annexure) | 24,297.95                                        | 27,686.33                                           | 22,225.01                                       | 39,380.42                                           | 113,589.71   |
| Grand Total                                 | 385,299.24                                       | 309,442.88                                          | 356,774.06                                      | 432,223.27                                          | 1,483,739.45 |

ANNEXURE TO APPENDIX VI

Details of expenditure under C-4-Other Charges

|                                    | Rajkot    | Bhavnagar | Surat     | Ahmedabad | Total      |
|------------------------------------|-----------|-----------|-----------|-----------|------------|
| 1                                  | 2         | 3         | 4         | 5         | 6          |
| 1 Rent of Office Premises          | 9,444.71  | 12,063.00 | 7,698.14  | 26,078.00 | 55,283.85  |
| 2 Rent of Furniture                | 1,778.61  | 139.00    | 466.50    | 1,445.50  | 3,829.61   |
| 3 Rent of Type Writer              | 432.50    | ..        | 376.43    | ..        | 808.93     |
| 4 Rent of Comptometer              | 800.00    | 900.00    | 800.00    | 1,200.00  | 3,700.00   |
| 5 Local Purchase of Stationery     | 700.30    | 329.15    | 526.69    | 754.76    | 2,310.90   |
| 6 Rubber Stamps                    | 95.55     | 75.28     | 28.50     | ..        | 199.33     |
| 7 Cost of Newspapers               | 103.68    | 156.06    | 127.67    | ..        | 387.41     |
| 8 Electricity Charges              | 1,673.51  | 2,152.42  | 838.66    | ..        | 4,664.59   |
| 9 Advertisement charges            | 30.00     | ..        | 60.00     | ..        | 90.00      |
| 10 Freight/Transportation charges  | 1,222.52  | 1,433.97  | 1,855.67  | 1,061.85  | 5,574.01   |
| 11 Telephone rented/call charges   | 1,050.83  | 657.99    | 589.47    | 676.65    | 2,974.94   |
| 12 Service postage stamps          | 1,021.00  | 1,048.70  | 300.00    | 806.20    | 3,175.90   |
| 13 Liveries to class IV employees  | ..        | ..        | ..        | 16.70     | 16.70      |
| 14 Washing Allowance to class IV   | ..        | ..        | ..        | ..        | ..         |
| 15 Flash lamps & film rolls        | 111.28    | ..        | ..        | ..        | 111.28     |
| 16 Misc. office expenditure        | 2,090.96  | 1,494.46  | 1,738.66  | 1,398.36  | 6,722.44   |
| 17 Cost of Furniture               | 37.50     | 1,021.00  | 2,495.00  | 3,749.40  | 7,302.90   |
| 18 Khastaties                      | ..        | ..        | 57.19     | 93.00     | 150.19     |
| 19 Cost of Fans (Book-Debit)       | 2,655.00  | 5,162.00  | 3,097.00  | 1,050.00  | 11,964.00  |
| 20 Cost of Stationery (Book Debit) | 1,050.00  | 1,053.30  | 1,169.43  | 1,050.00  | 4,322.73   |
| Grand Total                        | 24,297.95 | 27,686.33 | 22,225.01 | 39,380.42 | 113,589.71 |

(b) Statement of expenditure incurred in the central tabulation office

| Tabulation Office | C-1 Pay of<br>Officers | C-2 Pay of<br>Establishment | C-3 Allowances<br>& Honoraria | C-4 Con-<br>tingencies | Total   |
|-------------------|------------------------|-----------------------------|-------------------------------|------------------------|---------|
| 1                 | 2                      | 3                           | 4                             | 5                      | 6       |
| Ahmedabad         | 8,012                  | 537,774                     | 82,546                        | 71,548                 | 699,880 |

APPENDIX VII

List of forms, instructions and other literature issued in connection with sorting, compilation and tabulation for 1961 Census

(a) SORTING & COMPILATION

|    |                                                                          |    |                                                                                                                                                                                                                                       |
|----|--------------------------------------------------------------------------|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | Instructions to enumerators in English                                   | 23 | Census Scheme in Gujarati                                                                                                                                                                                                             |
| 2  | Instructions to enumerators in Gujarati                                  | 24 | Statutory Provisions and Government Orders for 1961 Census in Bombay State                                                                                                                                                            |
| 3  | A Booklet of Census Circulars 1 to 10                                    |    |                                                                                                                                                                                                                                       |
| 4  | Circular No. 8                                                           | 25 | Instructions to fill up House-list forms in English                                                                                                                                                                                   |
| 5  | " " 9                                                                    | 26 | Instructions to fill up House-list forms in Gujarati                                                                                                                                                                                  |
| 6  | " " 16                                                                   | 27 | Forms of register for award of incentive bonus                                                                                                                                                                                        |
| 7  | " " 17                                                                   | 28 | Norms fixed for each Sorter's Ticket from time to time                                                                                                                                                                                |
| 8  | " " 19                                                                   | 29 | List of degrees, diplomas and certificates of University of Bombay and Lodges which are considered as equivalent to the corresponding degrees, diplomas and certificates of University of Bombay and are recognised by the Government |
| 9  | " " 21                                                                   |    |                                                                                                                                                                                                                                       |
| 10 | " " 22                                                                   | 30 | List of Hindi examinations recognised by the Government of India and standard of Hindi examination prescribed in equivalent examination                                                                                               |
| 11 | " " 34                                                                   |    |                                                                                                                                                                                                                                       |
| 12 | Circular No. 1 { For preliminary                                         |    |                                                                                                                                                                                                                                       |
|    | " " 2 { arrangements                                                     |    |                                                                                                                                                                                                                                       |
|    | " " 3 { for sorting and checking                                         |    |                                                                                                                                                                                                                                       |
| 13 | Abbreviations in English                                                 | 31 | List of non-technical diplomas                                                                                                                                                                                                        |
| 14 | Abbreviations in Gujarati                                                | 32 | List of technical degrees and diplomas                                                                                                                                                                                                |
| 15 | Instructions for treatment of omissions in enumeration slips in Gujarati | 33 | List showing names of States and Union Territories                                                                                                                                                                                    |
| 16 | Sorting and compilation instructions-1961 Census                         | 34 | List of Countries in Asia, Africa and Europe                                                                                                                                                                                          |
| 17 | Summary checks for number of slips and total for various tickets         | 35 | List of mother tongues and dialects likely to occur as mother tongue in Gujarati                                                                                                                                                      |
| 18 | National Classification of Occupations                                   | 36 | List of dialects under parent languages as tabulated by Dr. Grierson in Linguistic Survey of India                                                                                                                                    |
| 19 | National Classification of Occupations with detailed description         | 37 | List of Scheduled Castes and Scheduled Tribes in Bombay and Saurashtra States in 1951 Census                                                                                                                                          |
| 20 | Standard Industrial Classifications adopted by the Government of India   | 38 | List of Scheduled Castes and Scheduled Tribes according to 1961 Census                                                                                                                                                                |
| 21 | List of common household industries with four digit code number          | 39 | Forms of diary showing particulars of checking work done by compiler-checkers and supervisors                                                                                                                                         |
| 22 | Census Scheme in English                                                 |    |                                                                                                                                                                                                                                       |

(b) TABULATION

|   |                                                                                      |    |                                                                                                             |
|---|--------------------------------------------------------------------------------------|----|-------------------------------------------------------------------------------------------------------------|
| 1 | Tabulation plan                                                                      | 7  | Instructions regarding checking and assigning responsibility on compiler-checkers and Tabulation Officer    |
| 2 | Copy of the proceedings of regional tabulation meeting held at Shrinagar             | 8  | Instructions for the use of comptometer Operators for totalling Primary Census Abstract and applying checks |
| 3 | Copy of the proceedings of regional tabulation meeting held at Darjeeling            | 9  | Copies of instructions received from Registrar General, India from time to time                             |
| 4 | Copy of the proceedings of Second Conference of Superintendents of Census Operations | 10 | Replies to all queries raised by the Deputy Superintendents of Census Operations                            |
| 5 | Checks to test the arithmetic accuracy of the tables                                 |    |                                                                                                             |
| 6 | List for filing in the Primary Census Abstract                                       |    |                                                                                                             |

APPENDIX VIII-A

Number of sorter's tickets and other forms used in tabulation offices

| Number of forms used in<br>Regional Tabulation Office |                |        |        |                | Number of forms used in<br>Regional Tabulation Office |                |       |        |                |       |
|-------------------------------------------------------|----------------|--------|--------|----------------|-------------------------------------------------------|----------------|-------|--------|----------------|-------|
| Name of forms                                         | Ahmeda-<br>bad | Surat  | Rajkot | Bhav-<br>nagar | Name of forms                                         | Ahmeda-<br>bad | Surat | Rajkot | Bhav-<br>nagar |       |
|                                                       | 1              | 2      | 3      | 4              | 5                                                     | 1              | 2     | 3      | 4              | 5     |
| S.T. No.                                              | 1              | 10,900 | 8,310  | 3,300          | 7,000                                                 | 16 (b)         | ..    | 350    | 522            | 462   |
|                                                       | 2              | 10,500 | 7,870  | 1,000          | 7,000                                                 | 17             | 3,000 | 1,880  | 1,481          | 2,100 |
|                                                       | 3              | 10,000 | 7,800  | 980            | 8,000                                                 | 18             | 3,500 | 1,880  | 1,539          | 2,200 |
|                                                       | 4              | 41,000 | ..     | ..             | ..                                                    | 19             | 3,500 | 1,860  | 1,595          | 2,300 |
|                                                       | 5 (a)          | 4,000  | ..     | ..             | ..                                                    | 19 (a)         | 4,000 | 1,080  | 1,351          | 2,300 |
|                                                       | 5 (b)          | ..     | 1,610  | 1,423          | 2,600                                                 | 20             | 1,500 | ..     | ..             | ..    |
|                                                       | 6              | 5,500  | ..     | ..             | ..                                                    | 21             | 3,000 | 1,640  | 1,663          | 2,000 |
|                                                       | 7              | 2,975  | 1,710  | 1,452          | 1,900                                                 | 22             | 3,000 | 1,820  | 1,634          | 1,900 |
|                                                       | 8              | 4,000  | 1,770  | 1,777          | 2,400                                                 | 23             | 3,750 | 2,320  | 2,095          | 3,632 |
|                                                       | 9              | 5,000  | 850    | 853            | 1,200                                                 | 24             | 7,300 | 4,460  | 2,018          | 2,600 |
|                                                       | 10             | 700    | 120    | 232            | 300                                                   | 25 (a)         | 5,000 | ..     | ..             | ..    |
|                                                       | 11             | 500    | 350    | 483            | 460                                                   | 25 (b)         | ..    | 3,140  | 2,313          | 2,900 |
|                                                       | 12             | 300    | 330    | 130            | 260                                                   | 26             | 1,000 | 290    | 932            | 700   |
|                                                       | 13             | 2,000  | 710    | 817            | 1,075                                                 | 27             | 660   | 120    | 921            | 530   |
|                                                       | 14             | 5,900  | 840    | 1,062          | 1,070                                                 | 28             | 1,600 | 1,817  | 1,100          | 2,100 |
|                                                       | 15             | 750    | 390    | 576            | 430                                                   | 29             | 500   | 390    | 801            | 540   |
|                                                       | 16 (a)         | 500    | ..     | ..             | ..                                                    |                |       |        |                |       |

Statement showing the number of Sorter's Tickets and Compiler's Posting Statements used for special sorting of migrants in Ahmedabad Tabulation Office

| Name of forms   | Number of forms used | Name of forms         | Number of forms used |
|-----------------|----------------------|-----------------------|----------------------|
| 1               | 2                    | 1                     | 2                    |
| Sorter's Ticket |                      | Compiler's            |                      |
| No.             | 1                    | Posting Statement No. | 1                    |
|                 | 400                  |                       | 150                  |
|                 | 3,900                | 2                     | 800                  |
|                 | 3,000                | 3                     | 1,400                |
|                 | 14,900               | 4                     | 14,000               |
|                 | 39,800               | 5                     | 28,000               |
|                 | 19,000               | 6                     | 23,000               |
|                 | 48,800               | 7                     | 10,000               |
|                 | 4,700                | 8                     | 10,000               |
|                 | 20,000               | 9                     | 8,000                |
|                 |                      | 10                    | 7,500                |
|                 |                      | 11                    | 7,500                |
|                 |                      | 12                    | 10,000               |
|                 |                      | 13                    | 8,500                |
|                 |                      | 14                    | 22,500               |

APPENDIX VIII-B

Statement showing the number of compiler's posting statements used in the various regional tabulation offices

| Name of forms<br>1                  | No. of forms used in Tabulation Office |            |             |                |            | Name of forms<br>1                  | No. of forms used in Tabulation Office |            |             |                |            |
|-------------------------------------|----------------------------------------|------------|-------------|----------------|------------|-------------------------------------|----------------------------------------|------------|-------------|----------------|------------|
|                                     | Ahmedabad<br>2                         | Surat<br>3 | Rajkot<br>4 | Bhavnagar<br>5 | Total<br>6 |                                     | Ahmedabad<br>2                         | Surat<br>3 | Rajkot<br>4 | Bhavnagar<br>5 | Total<br>6 |
| Compiler's Posting Statement<br>No. |                                        |            |             |                |            | Compiler's Posting Statement<br>No. |                                        |            |             |                |            |
| 1                                   | 10,000                                 | ..         | ..          | ..             | 10,000     | 27                                  | 500                                    | ..         | ..          | ..             | 500        |
| 2                                   | 5,000                                  | ..         | ..          | ..             | 5,000      | 28                                  | 300                                    | ..         | ..          | ..             | 300        |
| 3                                   | 500                                    | ..         | ..          | ..             | 500        | 29                                  | ..                                     | 150        | 140         | 350            | 640        |
| 4                                   | ..                                     | 1,170      | 955         | 2,000          | 4,125      | 30                                  | 400                                    | 280        | 209         | 350            | 1,239      |
| 5                                   | ..                                     | 1,180      | 1,025       | 2,100          | 4,305      | 31                                  | 600                                    | 230        | 107         | 670            | 1,607      |
| 6                                   | ..                                     | 160        | 93          | 195            | 448        | 32                                  | 3,500                                  | 980        | 649         | 1,650          | 6,779      |
| 7                                   | 600                                    | ..         | ..          | ..             | 600        | 32(A)                               | 2,000                                  | 350        | 298         | 1,000          | 3,648      |
| 8                                   | 500                                    | 160        | 172         | 850            | 1,630      | 33                                  | 1,700                                  | ..         | ..          | ..             | 1,700      |
| 9                                   | 500                                    | 160        | 98          | 750            | 1,508      | 34                                  | 100                                    | ..         | ..          | ..             | 100        |
| 10                                  | 300                                    | 130        | 107         | 300            | 837        | 35                                  | 500                                    | 170        | 116         | 275            | 1,061      |
| 11                                  | 500                                    | 120        | 106         | 300            | 1,026      | 36                                  | 500                                    | 160        | 124         | 270            | 1,054      |
| 12                                  | 200                                    | 145        | 174         | 300            | 819        | 37                                  | 3,300                                  | 1,370      | 1,116       | 2,200          | 7,986      |
| 13                                  | 300                                    | 130        | 110         | 300            | 840        | 38(A)                               | 3,800                                  | 1,310      | 989         | 2,100          | 8,199      |
| 14                                  | 300                                    | 90         | 107         | 300            | 797        | 38(B)                               | 3,800                                  | 1,310      | 930         | 1,700          | 7,740      |
| 15                                  | 300                                    | 125        | 120         | 300            | 845        | 39(A)                               | 1,000                                  | 100        | 204         | 800            | 2,104      |
| 16                                  | 200                                    | 125        | 107         | 290            | 722        | 39(B)                               | 9,000                                  | 535        | 124         | 2,700          | 12,359     |
| 17                                  | 250                                    | 180        | 125         | 350            | 905        | 40(A)                               | 5,000                                  | 2,110      | 1,884       | 4,500          | 13,494     |
| 18                                  | 200                                    | 125        | 133         | 350            | 808        | 40(B)                               | 5,000                                  | 2,230      | 1,801       | 3,000          | 12,031     |
| 19                                  | 100                                    | 100        | 112         | 270            | 582        | 41(A)                               | 3,000                                  | ..         | ..          | ..             | 3,000      |
| 20                                  | 400                                    | 175        | 192         | 480            | 1,247      | 41(B)                               | 3,000                                  | ..         | ..          | ..             | 3,000      |
| 21                                  | 150                                    | 90         | 129         | 300            | 669        | 42(A)                               | ..                                     | 680        | 495         | 1,200          | 2,375      |
| 22                                  | 200                                    | 90         | 138         | 280            | 708        | 42(B)                               | ..                                     | 770        | 554         | 1,000          | 2,324      |
| 23                                  | 200                                    | 90         | 100         | 290            | 680        | 43                                  | 400                                    | 280        | 183         | 350            | 1,213      |
| 24                                  | 300                                    | 90         | 98          | 350            | 838        | 44                                  | 1,000                                  | 280        | 109         | 500            | 1,889      |
| 25                                  | 2,000                                  | 1,180      | 753         | 1,200          | 5,133      | 45                                  | 735                                    | 300        | 172         | 300            | 1,507      |
| 26                                  | 300                                    | 150        | 122         | 320            | 892        | 46                                  | 500                                    | 290        | 148         | 400            | 1,338      |

APPENDIX VIII-C

Statement showing the miscellaneous sorting forms used in the various regional tabulation offices

| Name of forms                                                     | Number of forms used in Regional Tabulation Office |       |        |           |       |
|-------------------------------------------------------------------|----------------------------------------------------|-------|--------|-----------|-------|
|                                                                   | Ahmedabad                                          | Surat | Rajkot | Bhavnagar | Total |
| (1) No. 2 (a) Urban                                               | 2,000                                              | ..    | ..     | ..        | 2,000 |
| No. 2 (b) Rural                                                   | ..                                                 | 1,000 | 1,000  | 1,000     | 3,000 |
| (2) No. 3                                                         | 500                                                | 150   | 100    | 170       | 920   |
| (3) No. 6                                                         | 1,500                                              | 100   | 100    | 120       | 1,820 |
| (4) Primary Census Abstracts                                      | 780                                                | 800   | 400    | 300       | 2,280 |
| (5) Revised forms of Primary Census Abstracts (Village Directory) | 3,400                                              | 1,000 | 850    | 1,000     | 6,250 |

APPENDIX VIII-D

Statement showing the number of table forms used in regional tabulation offices

| Sl. No.<br>1 | Name of forms<br>2            | Number of forms<br>used in Regional Tabulation Office |            |             |                |            |
|--------------|-------------------------------|-------------------------------------------------------|------------|-------------|----------------|------------|
|              |                               | Ahmedabad<br>3                                        | Surat<br>4 | Rajkot<br>5 | Bhavnagar<br>6 | Total<br>7 |
|              |                               |                                                       |            |             |                |            |
| A-SERIES     |                               |                                                       |            |             |                |            |
| 1            | A-I . . . . .                 | 100                                                   | 200        | 200         | 200            | 700        |
| 2            | Appendix II to A-I . . . . .  | 500                                                   | 200        | 200         | 250            | 1,150      |
| 3            | Appendix III to A-I . . . . . | 700                                                   | 150        | 150         | 200            | 1,200      |
| 4            | A-II . . . . .                | ..                                                    | ..         | ..          | ..             | ..         |
| 5            | A-III . . . . .               | ..                                                    | 200        | 200         | 200            | 600        |
| 6            | A-IV . . . . .                | 1,500                                                 | ..         | ..          | ..             | 1,500      |
| B-SERIES     |                               |                                                       |            |             |                |            |
| 1            | B-I . . . . .                 | 700                                                   | 100        | 150         | 400            | 1,350      |
| 2            | B-II . . . . .                | 800                                                   | ..         | ..          | ..             | 800        |
| 3            | B-III Part A . . . . .        | 725                                                   | ..         | ..          | ..             | 725        |
| 4            | B-III Part B . . . . .        | ..                                                    | 250        | 350         | 650            | 1,250      |
| 5            | B-IV Part A . . . . .         | 2,000                                                 | 1,000      | 700         | 800            | 4,500      |
| 6            | B-IV Part B . . . . .         | 2,400                                                 | 200        | 600         | 600            | 3,800      |
| 7            | B-IV Part C . . . . .         | 3,200                                                 | 200        | 600         | 800            | 4,800      |
| 8            | B-V . . . . .                 | 3,650                                                 | 650        | 1,300       | 1,000          | 6,600      |
| 9            | B-VI . . . . .                | 1,500                                                 | ..         | ..          | ..             | 1,500      |
| 10           | B-VII Part A . . . . .        | 950                                                   | 250        | 300         | 350            | 1,850      |
| 11           | B-VII Part B . . . . .        | 500                                                   | 250        | 250         | 550            | 1,550      |
| 12           | B-VIII Part A . . . . .       | 150                                                   | ..         | ..          | ..             | 150        |
| 13           | B-VIII Part B . . . . .       | ..                                                    | 250        | 250         | 550            | 1,050      |
| 14           | B-IX . . . . .                | 510                                                   | 290        | 250         | 400            | 1,450      |
| C-SERIES     |                               |                                                       |            |             |                |            |
| 1            | C-I . . . . .                 | ..                                                    | ..         | ..          | ..             | ..         |
| 2            | C-II . . . . .                | 1,000                                                 | 200        | 500         | 600            | 2,300      |
| 3            | C-III Part A . . . . .        | 1,000                                                 | 100        | 100         | 150            | 1,350      |
| 4            | C-III Part B . . . . .        | 800                                                   | ..         | ..          | ..             | 800        |
| 5            | C-III Part C . . . . .        | ..                                                    | 440        | 200         | 250            | 890        |
| 6            | C-IV . . . . .                | 1,000                                                 | 400        | 160         | 600            | 2,160      |
| 7            | C-V . . . . .                 | 1,500                                                 | 180        | 140         | 500            | 2,320      |
| 8            | C-VI . . . . .                | 2,000                                                 | 200        | 300         | 500            | 3,000      |
| 9            | C-VII . . . . .               | 400                                                   | 100        | 60          | 250            | 810        |
| 10           | C-VIII Part A . . . . .       | 250                                                   | 200        | 120         | 200            | 770        |
| 11           | C-VIII Part B . . . . .       | 250                                                   | 200        | 200         | 200            | 850        |
| D-SERIES     |                               |                                                       |            |             |                |            |
| 1            | D-I . . . . .                 | 800                                                   | 250        | 200         | 500            | 1,750      |
| 2            | D-I Appendix . . . . .        | 350                                                   | 220        | 120         | 130            | 820        |
| 3            | D-II . . . . .                | 700                                                   | 220        | 200         | 150            | 1,270      |
| 4            | D-III . . . . .               | 1,000                                                 | 100        | 350         | 300            | 1,750      |
| 5            | D-III-A . . . . .             | 2,000                                                 | 110        | 300         | 400            | 2,810      |
| 6            | D-IV . . . . .                | 6,500                                                 | ..         | ..          | ..             | 6,500      |
| 7            | D-V . . . . .                 | 1,200                                                 | ..         | ..          | ..             | 1,200      |
| 8            | D-VI . . . . .                | 1,250                                                 | 125        | 150         | 225            | 1,750      |

APPENDIX VIII-D-*contd.*

Statement showing the number of table forms used in regional tabulation offices-*contd.*

| Sl. No.    | Name of forms                 | Number of forms used in Regional Tabulation Office |       |        |           | Total |
|------------|-------------------------------|----------------------------------------------------|-------|--------|-----------|-------|
|            |                               | Ahmedabad                                          | Surat | Rajkot | Bhavnagar |       |
|            | 2                             | 3                                                  | 4     | 5      | 6         | 7     |
| SCT-SERIES |                               |                                                    |       |        |           |       |
| 1          | SCT-I Part A . . . . .        | 250                                                | 650   | 260    | 600       | 1,760 |
| 2          | SCT-I Part B . . . . .        | 1,750                                              | 200   | 200    | 350       | 2,500 |
| 3          | SCT-II Part A . . . . .       | 600                                                | 200   | 550    | 300       | 1,650 |
| 4          | SCT-II Part B . . . . .       | 600                                                | 200   | 200    | 300       | 1,300 |
| 5          | SCT-III Part A (i) . . . . .  | 1,300                                              | ..    | ..     | ..        | 1,300 |
| 6          | SCT-III Part A (ii) . . . . . | 1,300                                              | ..    | ..     | ..        | 1,300 |
| 7          | SCT-III Part B (i) . . . . .  | ..                                                 | 200   | 500    | 800       | 1,500 |
| 8          | SCT-III Part B (ii) . . . . . | ..                                                 | 200   | 200    | 300       | 700   |
| 9          | SCT-IV Part A . . . . .       | 1,200                                              | 400   | 300    | 600       | 2,500 |
| 10         | SCT-IV Part B . . . . .       | 1,800                                              | 400   | 300    | 500       | 3,000 |
| SC-SERIES  |                               |                                                    |       |        |           |       |
| 1          | SC-I . . . . .                | 600                                                | 60    | 200    | 400       | 1,260 |
| ST-SERIES  |                               |                                                    |       |        |           |       |
| 1          | ST-I . . . . .                | 900                                                | 200   | 200    | 300       | 1,600 |
| 2          | ST-II . . . . .               | 600                                                | 100   | 300    | 350       | 1,350 |

APPENDIX VIII-E

ment showing number of table forms used for special sorting of migrants to Ahmedabad city in Ahmedabad tabulation office

| Table No. |   | Name of forms | Number of forms used in Regional Tabulation Office |       |        |           |
|-----------|---|---------------|----------------------------------------------------|-------|--------|-----------|
|           |   |               | Ahmedabad                                          | Surat | Rajkot | Bhavnagar |
|           |   |               |                                                    |       |        |           |
| 1         | . | . . . . .     | 50                                                 | ..    | ..     | ..        |
| 2         | . | . . . . .     | 400                                                | ..    | ..     | ..        |
| 3         | . | . . . . .     | 250                                                | ..    | ..     | ..        |
| 4         | . | . . . . .     | 2,800                                              | ..    | ..     | ..        |
| 5         | . | . . . . .     | 4,200                                              | ..    | ..     | ..        |
| 6         | . | . . . . .     | 26,800                                             | ..    | ..     | ..        |
| 7         | . | . . . . .     | 6,800                                              | ..    | ..     | ..        |

NOTE:  
1 Tables No. 2&3 were combined at the time of abridgment.

APPENDIX IX

Average norms attained for each sorter's ticket in each of the regional tabulation offices

| Sl. No. | Sorter's Ticket Number    | Ahmedabad                          |                                                      | Bhavnagar                          |                                                      | Rajkot                             |                                                      | Surat                              |                                                      |
|---------|---------------------------|------------------------------------|------------------------------------------------------|------------------------------------|------------------------------------------------------|------------------------------------|------------------------------------------------------|------------------------------------|------------------------------------------------------|
|         |                           | Average outturn per day per sorter | Standard outturn on which pay-ment of bonus was made | Average outturn per day per sorter | Standard outturn on which pay-ment of bonus was made | Average outturn per day per sorter | Standard outturn on which pay-ment of bonus was made | Average outturn per day per sorter | Standard outturn on which pay-ment of bonus was made |
|         |                           | 3                                  | 4                                                    | 5                                  | 6                                                    | 7                                  | 8                                                    | 9                                  | 10                                                   |
| 1       | Sorter's Ticket No. 5a/5b | 2,289                              | 2,000                                                | 2,719                              | 2,500                                                | 2,804                              | 2,500                                                | 3,193                              | 2,500                                                |
| 2       | ST. No. 6                 | 2,756                              | 2,500                                                | ..                                 | ..                                                   | ..                                 | ..                                                   | ..                                 | ..                                                   |
| 3       | ST. No. 7                 | 3,524                              | 4,000                                                | 4,221                              | 4,000                                                | 3,877                              | 4,000                                                | 4,886                              | 4,000                                                |
| 4       | ST. No. 8                 | 5,084                              | 5,000                                                | 3,815                              | 4,000                                                | 3,914                              | 4,000                                                | 4,308                              | 4,000                                                |
| 5       | ST. No. 9                 | 1,996                              | 2,000                                                | 1,242                              | 2,000                                                | 1,533                              | 2,000                                                | 993                                | 2,000                                                |
| 6       | ST. No. 10                | 2,493                              | 2,500                                                | 1,713                              | 2,000                                                | 2,192                              | 2,000                                                | 1,160                              | 2,000                                                |
| 7       | ST. No. 11                | 5,898                              | 6,000                                                | 6,406                              | 7,000                                                | 5,987                              | 7,000                                                | 6,005                              | 7,000                                                |
| 8       | ST. No. 12                | 3,869                              | 4,000                                                | 3,205                              | 4,000                                                | 4,162                              | 4,000                                                | 1,685                              | 4,000                                                |
| 9       | ST. No. 13                | 4,852                              | 5,000                                                | 3,138                              | 5,000                                                | 5,130                              | 5,000                                                | 1,796                              | 5,000                                                |
| 10      | ST. No. 14                | 2,844                              | 2,500                                                | 2,515                              | 2,500                                                | 3,281                              | 3,000                                                | 1,346                              | 2,500                                                |
| 11      | ST. No. 15                | 5,724                              | 6,000                                                | 5,908                              | 6,000                                                | 6,250                              | 6,000                                                | 5,381                              | 6,000                                                |
| 12      | ST. No. 16a/16b           | 3,224                              | 3,500                                                | 278                                | 3,500                                                | 584                                | 3,500                                                | 748                                | 3,500                                                |
| 13      | ST. No. 17                | 4,232                              | 5,000                                                | 5,663                              | 5,000                                                | 6,189                              | 5,000                                                | 5,328                              | 5,000                                                |
| 14      | ST. No. 18                | 3,577                              | 3,600                                                | 4,081                              | 3,600                                                | 4,482                              | 3,600                                                | 4,354                              | 3,600                                                |
| 15      | ST. No. 19                | 3,000                              | 4,500                                                | 2,892                              | 4,500                                                | 3,369                              | 4,500                                                | 4,617                              | 4,500                                                |
| 16      | ST. No. 19 (a)            | 900                                | 1,000                                                | 602                                | 1,000                                                | 403                                | 1,000                                                | 1,361                              | 1,000                                                |
| 17      | ST. No. 20                | 1,833                              | 2,000                                                | ..                                 | ..                                                   | ..                                 | ..                                                   | ..                                 | ..                                                   |
| 18      | ST. No. 21                | 4,711                              | 6,000                                                | 7,481                              | 6,000                                                | 21,871                             | 6,000                                                | 11,433                             | 6,000                                                |
| 19      | ST. No. 22                | 4,573                              | 5,000                                                | 5,577                              | 5,000                                                | 7,999                              | 5,000                                                | 5,890                              | 5,000                                                |
| 20      | ST. No. 23                | 2,900                              | 3,000                                                | 2,150                              | 3,000                                                | 3,644                              | 3,000                                                | 4,284                              | 3,000                                                |
| 21      | ST. No. 24                | 2,900                              | 3,000                                                | 1,660                              | 3,000                                                | 3,290                              | 3,000                                                | 3,817                              | 3,000                                                |
| 22      | ST. No. 25a/25b           | 2,900                              | 3,000                                                | 2,169                              | 3,000                                                | 3,279                              | 3,000                                                | 4,620                              | 3,000                                                |
| 23      | ST. No. 26                | 2,471                              | 3,000                                                | 1,058                              | 3,000                                                | ..                                 | 3,000                                                | 1,295                              | 3,000                                                |
| 24      | ST. No. 27                | 3,122                              | 3,000                                                | 1,659                              | 3,000                                                | 6,252                              | 3,000                                                | 3,087                              | 3,000                                                |
| 25      | ST. No. 28                | 3,049                              | 3,000                                                | 162                                | 3,000                                                | 1,717                              | 3,000                                                | 5,003                              | 3,000                                                |
| 26      | ST. No. 29                | 3,125                              | 3,000                                                | 51                                 | 3,000                                                | 1,312                              | 3,000                                                | 5,339                              | 3,000                                                |

APPENDIX X

Progress of sorting in each of the regional tabulation offices

| Period                                 | Number of slips sorted for tickets |           |           |           |           |           |         |           |
|----------------------------------------|------------------------------------|-----------|-----------|-----------|-----------|-----------|---------|-----------|
|                                        | 1                                  | 2         | 3         | 4         | 5 (a)     | 5 (b)     | 6       | 7         |
|                                        | 2                                  | 3         | 4         | 5         | 6         | 7         | 8       | 9         |
| 1. AHMEDABAD TABULATION OFFICE (URBAN) |                                    |           |           |           |           |           |         |           |
| Up to the end of May, 1961             | 1,852,338                          | 1,846,675 | 1,823,472 | 1,792,376 | ..        | ..        | ..      | ..        |
| Up to the end of June, 1961            | 2,931,422                          | 2,928,966 | 2,946,957 | 2,970,546 | ..        | ..        | ..      | ..        |
| Up to the end of July, 1961            | 497,362                            | 505,481   | 510,693   | 518,200   | ..        | ..        | ..      | ..        |
| Up to the end of Aug., 1961            | ..                                 | ..        | ..        | ..        | 5,071,869 | ..        | 209,521 | 84,138    |
| Up to the end of Sept., 1961           | ..                                 | ..        | ..        | ..        | 206,932   | ..        | 736,338 | 5,107,434 |
| Up to the end of Oct., 1961            | ..                                 | ..        | ..        | ..        | ..        | ..        | ..      | 90,229    |
| Up to the end of Nov., 1961            | ..                                 | ..        | ..        | ..        | ..        | ..        | ..      | ..        |
| Up to the end of Dec., 1961            | ..                                 | ..        | ..        | ..        | ..        | ..        | ..      | ..        |
| Up to the end of Jan., 1962            | ..                                 | ..        | ..        | ..        | 2,525     | ..        | 331     | 2,525     |
| Total                                  | 5,281,122                          | 5,281,122 | 5,281,122 | 5,281,122 | 5,284,326 | ..        | 946,240 | 5,284,326 |
| 2. SURAT TABULATION OFFICE (RURAL)     |                                    |           |           |           |           |           |         |           |
| Up to the end of June, 1961            | 2,926,391                          | 2,632,249 | 2,340,185 | ..        | ..        | ..        | ..      | ..        |
| Up to the end of July, 1961            | 2,312,964                          | 2,607,106 | 2,899,170 | ..        | ..        | ..        | ..      | ..        |
| Up to the end of Aug., 1961            | ..                                 | ..        | ..        | ..        | ..        | ..        | ..      | ..        |
| Up to the end of Sept., 1961           | ..                                 | ..        | ..        | ..        | ..        | 5,109,134 | ..      | 3,893,503 |
| Up to the end of Oct., 1961            | ..                                 | ..        | ..        | ..        | ..        | 7,889     | ..      | 1,223,520 |
| Up to the end of Nov., 1961            | ..                                 | ..        | ..        | ..        | ..        | ..        | ..      | ..        |
| Up to the end of Dec., 1961            | ..                                 | ..        | ..        | ..        | ..        | ..        | ..      | ..        |
| Total                                  | 5,239,355                          | 5,239,355 | 5,239,355 | ..        | ..        | 5,117,023 | ..      | 5,117,023 |
| 3. RAJKOT TABULATION OFFICE (RURAL)    |                                    |           |           |           |           |           |         |           |
| Up to the end of May, 1961             | 1,691,997                          | 1,648,511 | 1,580,170 | ..        | ..        | ..        | ..      | ..        |
| Up to the end of June, 1961            | 3,036,981                          | 3,037,558 | 3,039,453 | ..        | ..        | ..        | ..      | ..        |
| Up to the end of July, 1961            | 853,371                            | 836,231   | 869,632   | ..        | ..        | ..        | ..      | ..        |
| Up to the end of Aug., 1961            | ..                                 | ..        | ..        | ..        | ..        | ..        | ..      | ..        |
| Up to the end of Sept., 1961           | ..                                 | ..        | ..        | ..        | ..        | 5,510,611 | ..      | 3,300,414 |
| Up to the end of Oct., 1961            | ..                                 | ..        | ..        | ..        | ..        | 31,351    | ..      | 2,244,345 |
| Up to the end of Nov., 1961            | ..                                 | ..        | ..        | ..        | ..        | ..        | ..      | ..        |
| Up to the end of Dec., 1961            | ..                                 | ..        | ..        | ..        | ..        | ..        | ..      | ..        |
| Total                                  | 5,582,349                          | 5,522,300 | 5,489,255 | ..        | ..        | 5,541,962 | ..      | 5,544,759 |
| 4. BHAVNAGAR TABULATION OFFICE (RURAL) |                                    |           |           |           |           |           |         |           |
| Up to the end of May, 1961             | 3,781,729                          | 3,781,729 | 3,781,729 | ..        | ..        | ..        | ..      | ..        |
| Up to the end of June, 1961            | 672,371                            | 672,371   | 672,371   | ..        | ..        | ..        | ..      | ..        |
| Up to the end of July, 1961            | ..                                 | ..        | ..        | ..        | ..        | ..        | ..      | ..        |
| Up to the end of Aug., 1961            | ..                                 | ..        | ..        | ..        | ..        | ..        | ..      | ..        |
| Up to the end of Sept., 1961           | ..                                 | ..        | ..        | ..        | ..        | 4,443,694 | ..      | 1,951,308 |
| Up to the end of Oct., 1961            | ..                                 | ..        | ..        | ..        | ..        | 10,406    | ..      | 2,502,792 |
| Up to the end of Nov., 1961            | ..                                 | ..        | ..        | ..        | ..        | ..        | ..      | ..        |
| Up to the end of Dec., 1961            | ..                                 | ..        | ..        | ..        | ..        | ..        | ..      | ..        |
| Total                                  | 4,454,100                          | 4,454,100 | 4,454,100 | ..        | ..        | 4,454,100 | ..      | 4,454,100 |

APPENDIX X-contd.

Progress of sorting in each of the regional tabulation offices-contd.

| Period                                 | Number of slips sorted for tickets |           |         |           |         |           |           |           |
|----------------------------------------|------------------------------------|-----------|---------|-----------|---------|-----------|-----------|-----------|
|                                        | 8                                  | 9         | 10      | 11        | 12      | 13        | 14        | 15        |
|                                        | 10                                 | 11        | 12      | 13        | 14      | 15        | 16        | 17        |
| 1. AHMEDABAD TABULATION OFFICE (URBAN) |                                    |           |         |           |         |           |           |           |
| Up to the end of May, 1961             | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of June, 1961            | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of July, 1961            | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of Aug., 1961            | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of Sept., 1961           | 4,836,218                          | 1,110,849 | 86,510  | 135,994   | 84,208  | 868,545   | 642,920   | 1,970,372 |
| Up to the end of Oct., 1961            | 395,583                            | 205,217   | 15,200  | 25,191    | 17,502  | 447,521   | 774,856   | 1,689,540 |
| Up to the end of Nov., 1961            | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | 43,018    |
| Up to the end of Dec., 1961            | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of Jan., 1962            | 2,525                              | 409       | 58      | 373       | 58      | 409       | 467       | 1,685     |
| Total                                  | 5,284,326                          | 1,316,475 | 101,768 | 161,468   | 101,768 | 1,316,475 | 1,4182,43 | 3,704,615 |
| 2. SURAT TABULATION OFFICE (RURAL)     |                                    |           |         |           |         |           |           |           |
| Up to the end of June., 1961           | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of July, 1961            | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of Aug., 1961            | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of Sept., 1961           | 2,698,874                          | 302,441   | 104,558 | 183,967   | 40,966  | 122,769   | 40,942    | ..        |
| Up to the end of Oct., 1961            | 2,418,149                          | 1,756,822 | 816,363 | 2,101,470 | 764,029 | 1,866,229 | 2,107,506 | 2,635,256 |
| Up to the end of Nov., 1961            | ..                                 | 11,847    | 1,166   | 102,703   | 117,092 | 82,112    | 148,476   | 329,705   |
| Up to the end of Dec., 1961            | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Total                                  | 5,117,023                          | 2,071,110 | 922,087 | 2,388,140 | 922,087 | 2,071,110 | 2,296,924 | 2,964,961 |
| 3. RAJKOT TABULATION OFFICE (RURAL)    |                                    |           |         |           |         |           |           |           |
| Up to the end of May, 1961             | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of June, 1961            | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of July, 1961            | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of Aug., 1961            | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of Sept., 1961           | 92,198                             | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of Oct., 1961            | 5,419,539                          | 245,136   | 126,912 | 1,714,579 | 99,676  | 123,253   | 94,574    | 2,421,457 |
| Up to the end of Nov., 1961            | 33,022                             | 82,800    | 64,037  | 86,196    | 91,273  | 190,522   | 398,455   | 785,337   |
| Up to the end of Dec., 1961            | ..                                 | ..        | 5,426   | ..        | 5,426   | 4,592     | 20,351    | 9,750     |
| Total                                  | 5,544,759                          | 327,936   | 196,375 | 1,800,775 | 196,375 | 318,367   | 513,380   | 3,216,544 |
| 4. BHAVNAGAR TABULATION OFFICE (RURAL) |                                    |           |         |           |         |           |           |           |
| Up to the end of May, 1961             | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of June, 1961            | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of July, 1961            | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of Aug., 1961            | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of Sept., 1961           | 3,445,195                          | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Up to the end of Oct., 1961            | 1,001,536                          | 263,895   | 184,467 | 1,492,315 | 184,467 | 263,678   | 445,070   | 2,389,581 |
| Up to the end of Nov., 1961            | ..                                 | ..        | 1,839   | 40,989    | 1,839   | 2,623     | 7,537     | 78,608    |
| Up to the end of Dec., 1961            | ..                                 | ..        | ..      | ..        | ..      | ..        | ..        | ..        |
| Total                                  | 4,446,731                          | 263,895   | 186,306 | 1,533,304 | 186,306 | 266,301   | 452,607   | 2,468,189 |

APPENDIX X-*contd.*

### Progress of sorting in each of the regional tabulation offices-contd.

| Period                                 | Number of slips sorted for tickets |              |           |           |           |             |           |           |           |  |
|----------------------------------------|------------------------------------|--------------|-----------|-----------|-----------|-------------|-----------|-----------|-----------|--|
|                                        | 16 (a)<br>18                       | 16 (b)<br>19 | 17<br>20  | 18<br>21  | 19<br>22  | 19(a)<br>23 | 20<br>24  | 21<br>25  | 22<br>26  |  |
| 1. AHMEDABAD TABULATION OFFICE (URBAN) |                                    |              |           |           |           |             |           |           |           |  |
| Up to the end of May, 1961             | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of June, 1961            | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of July, 1961            | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of Aug., 1961            | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of Sept., 1961           | 23,106                             | ..           | 831,033   | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of Oct., 1961            | 21,103                             | ..           | 1,213,191 | 1,750,791 | 1,751,754 | 159,694     | 3,38,504  | 2,424,645 | 1,475,468 |  |
| Up to the end of Nov., 1961            | 362                                | ..           | 137,732   | 511,100   | 593,302   | 87,477      | 606,215   | 2,744,610 | 3,262,510 |  |
| Up to the end of Dec., 1961            | ..                                 | ..           | ..        | ..        | ..        | ..          | 15,606    | 112,546   | 543,823   |  |
| Up to the end of Jan., 1962            | 6                                  | ..           | 2,525     | 2,525     | 1,429     | 10          | ..        | 2,525     | 2,525     |  |
| Total                                  | 45,878                             | ..           | 5,284,326 | 5,284,326 | 2,486,485 | 207,216     | 1,010,325 | 5,284,326 | 5,284,326 |  |
| 2. SURAT TABULATION OFFICE (RURAL)     |                                    |              |           |           |           |             |           |           |           |  |
| Up to the end of June, 1961            | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of July, 1961            | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of Aug., 1961            | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of Sept., 1961           | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of Oct., 1961            | ..                                 | 2,487,931    | 3,024,094 | 1,221,838 | 334,976   | ..          | ..        | 89,219    | ..        |  |
| Up to the end of Nov., 1961            | ..                                 | 477,030      | 1,855,601 | 2,911,850 | 3,673,036 | ..          | ..        | 3,491,180 | 2,980,776 |  |
| Up to the end of Dec., 1961            | ..                                 | ..           | 227,325   | 980,245   | 1,103,961 | 43,365      | ..        | 1,536,594 | 2,136,247 |  |
| Total                                  | ..                                 | 2,964,961    | 5,117,023 | 5,117,023 | 5,117,023 | 48,265      | ..        | 5,117,023 | 5,117,023 |  |
| 3. RAJKOT TABULATION OFFICE (RURAL)    |                                    |              |           |           |           |             |           |           |           |  |
| Up to the end of May, 1961             | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of June, 1961            | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of July, 1961            | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of Aug., 1961            | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of Sept., 1961           | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of Oct., 1961            | 1,744,158                          | ..           | 1,608,568 | 210,929   | 4,999     | ..          | ..        | ..        | ..        |  |
| Up to the end of Nov., 1961            | 1,162,636                          | ..           | 3,645,188 | 1,042,374 | 601,431   | 9,931       | ..        | 1,420,680 | 120,499   |  |
| Up to the end of Dec., 1961            | 5,750                              | ..           | 275,722   | 1,261,126 | 1,031,901 | 22,004      | ..        | 4,123,548 | 5,423,729 |  |
| Total                                  | 3,216,544                          | ..           | 5,531,478 | 5,544,329 | 1,638,330 | 31,998      | ..        | 5,544,228 | 5,544,228 |  |
| 4. BHAVNAGAR TABULATION OFFICE (RURAL) |                                    |              |           |           |           |             |           |           |           |  |
| Up to the end of May, 1961             | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of June, 1961            | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of July, 1961            | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of Aug., 1961            | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of Sept., 1961           | ..                                 | ..           | ..        | ..        | ..        | ..          | ..        | ..        | ..        |  |
| Up to the end of Oct., 1961            | ..                                 | 3,772        | 3,279,532 | 554,645   | 6,722     | ..          | ..        | ..        | ..        |  |
| Up to the end of Nov., 1961            | ..                                 | 324          | 1,172,563 | 3,854,994 | 1,284,697 | 17,810      | ..        | 3,751,221 | 2,270,930 |  |
| Up to the end of Dec., 1961            | ..                                 | ..           | 2,000     | 64,461    | 53,412    | 1,002       | ..        | 702,879   | 2,183,170 |  |
| Total                                  | ..                                 | 4,096        | 4,454,100 | 4,454,100 | 1,344,831 | 18,812      | ..        | 4,454,100 | 4,454,100 |  |

APPENDIX X-*contd.*

### Progress of sorting in each of the regional tabulation offices-*contd.*

| Period<br>1                                   | Number of slips sorted for tickets |                  |                |                  |               |                |                  |                  |
|-----------------------------------------------|------------------------------------|------------------|----------------|------------------|---------------|----------------|------------------|------------------|
|                                               | 23<br>27                           | 24<br>28         | 25 (a)<br>29   | 25 (b)<br>30     | 26<br>31      | 27<br>32       | 28<br>33         | 29<br>34         |
| <b>1. AHMEDABAD TABULATION OFFICE (URBAN)</b> |                                    |                  |                |                  |               |                |                  |                  |
| Up to the end of May, 1961                    | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of June, 1961                   | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of July, 1961                   | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of Aug., 1961                   | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of Sept., 1961                  | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of Oct., 1961                   | 78,374                             | 63,839           | 48,590         | ..               | 2,625         | 23,203         | 14,695           | 11,353           |
| Up to the end of Nov., 1961                   | 325,012                            | 318,091          | 293,105        | ..               | 45,705        | 130,961        | 87,590           | 40,419           |
| Up to the end of Dec., 1961                   | 66,113                             | 88,099           | 123,334        | ..               | 37,006        | 68,249         | 35,422           | 25,779           |
| Up to the end of Jan., 1962                   | 238                                | 238              | 238            | ..               | 34            | 78             | 82               | 28               |
| <b>Total</b>                                  | <b>470,267</b>                     | <b>470,267</b>   | <b>470,267</b> | <b>..</b>        | <b>85,370</b> | <b>222,491</b> | <b>137,789</b>   | <b>77,579</b>    |
| <b>2. SURAT TABULATION OFFICE (RURAL)</b>     |                                    |                  |                |                  |               |                |                  |                  |
| Up to the end of June, 1961                   | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of July, 1961                   | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of Aug., 1961                   | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of Sept., 1961                  | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of Oct., 1961                   | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of Nov., 1961                   | 271,090                            | 121,462          | ..             | 1,974            | 56            | 138            | 1,744            | 878              |
| Up to the end of Dec., 1961                   | 2,323,584                          | 2,473,212        | ..             | 2,592,700        | 16,730        | 155,373        | 2,438,096        | 1,005,216        |
| <b>Total</b>                                  | <b>2,594,674</b>                   | <b>2,594,674</b> | <b>..</b>      | <b>2,594,674</b> | <b>16,786</b> | <b>155,511</b> | <b>2,439,840</b> | <b>1,006,094</b> |
| <b>3. RAJKOT TABULATION OFFICE (RURAL)</b>    |                                    |                  |                |                  |               |                |                  |                  |
| Up to the end of May, 1961                    | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of June, 1961                   | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of July, 1961                   | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of Aug., 1961                   | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of Sept., 1961                  | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of Oct., 1961                   | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of Nov., 1961                   | 27,333                             | 19,609           | ..             | 9,666            | ..            | 2,296          | 3,386            | 1,605            |
| Up to the end of Dec., 1961                   | 595,940                            | 603,714          | ..             | 613,657          | 40,053        | 265,169        | 153,450          | 72,782           |
| <b>Total</b>                                  | <b>623,323</b>                     | <b>623,323</b>   | <b>..</b>      | <b>623,323</b>   | <b>40,053</b> | <b>267,465</b> | <b>156,836</b>   | <b>74,387</b>    |
| <b>4. BHAVNAGAR TABULATION OFFICE (RURAL)</b> |                                    |                  |                |                  |               |                |                  |                  |
| Up to the end of May, 1961                    | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of June, 1961                   | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of July, 1961                   | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of Aug., 1961                   | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of Sept., 1961                  | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of Oct., 1961                   | ..                                 | ..               | ..             | ..               | ..            | ..             | ..               | ..               |
| Up to the end of Nov., 1961                   | 72,016                             | 48,001           | ..             | 32,848           | 3,890         | 15,150         | 1,188            | 1,140            |
| Up to the end of Dec., 1961                   | 309,302                            | 333,317          | ..             | 348,470          | 43,816        | 160,480        | 37,283           | 20,211           |
| <b>Total</b>                                  | <b>381,318</b>                     | <b>381,318</b>   | <b>..</b>      | <b>381,318</b>   | <b>47,706</b> | <b>175,630</b> | <b>38,471</b>    | <b>21,351</b>    |

NOTE :  
Sorting was started from May 1961.

APPENDIX X-*contd.*

Progress of sorting in all regional tabulation offices-*contd.*

|                              |  | Number of slips sorted for tickets |            |            |           |           |            |         |            |
|------------------------------|--|------------------------------------|------------|------------|-----------|-----------|------------|---------|------------|
| Period<br>1                  |  | 1                                  | 2          | 3          | 4         | 5 (a)     | 5 (b)      | 6       | 7          |
|                              |  | 2                                  | 3          | 4          | 5         | 6         | 7          | 8       | 9          |
| Up to the end of May, 1961   |  | 7,326,064                          | 7,276,915  | 7,185,371  | 1,792,376 | ..        | ..         | ..      | ..         |
| Up to the end of June, 1961  |  | 9,567,165                          | 9,271,144  | 8,998,966  | 2,970,546 | ..        | ..         | ..      | ..         |
| Up to the end of July, 1961  |  | 3,663,697                          | 3,948,818  | 4,279,495  | 518,200   | ..        | ..         | ..      | ..         |
| Up to the end of Aug., 1961  |  | ..                                 | ..         | ..         | ..        | 5,074,869 | ..         | 209,521 | 84,138     |
| Up to the end of Sept., 1961 |  | ..                                 | ..         | ..         | ..        | 206,932   | 15,063,439 | 736,388 | 14,252,659 |
| Up to the end of Oct., 1961  |  | ..                                 | ..         | ..         | ..        | ..        | 49,646     | ..      | 6,060,886  |
| Up to the end of Nov., 1961  |  | ..                                 | ..         | ..         | ..        | ..        | ..         | ..      | ..         |
| Up to the end of Dec., 1961  |  | ..                                 | ..         | ..         | ..        | ..        | ..         | ..      | ..         |
| Up to the end of Jan., 1962  |  | ..                                 | ..         | ..         | ..        | 2,525     | ..         | 331     | 2,525      |
| Total                        |  | 20,556,926                         | 20,496,877 | 20,463,832 | 5,281,122 | 5,284,326 | 15,113,085 | 946,240 | 20,400,208 |

|                              |  | Number of slips sorted for tickets |           |           |           |           |           |           |            |
|------------------------------|--|------------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|------------|
| Period<br>1                  |  | 8                                  | 9         | 10        | 11        | 12        | 13        | 14        | 15         |
|                              |  | 10                                 | 11        | 12        | 13        | 14        | 15        | 16        | 17         |
| Up to the end of May, 1961   |  | ..                                 | ..        | ..        | ..        | ..        | ..        | ..        | ..         |
| Up to the end of June, 1961  |  | ..                                 | ..        | ..        | ..        | ..        | ..        | ..        | ..         |
| Up to the end of July, 1961  |  | ..                                 | ..        | ..        | ..        | ..        | ..        | ..        | ..         |
| Up to the end of Aug., 1961  |  | ..                                 | ..        | ..        | ..        | ..        | ..        | ..        | ..         |
| Up to the end of Sept., 1961 |  | 11,122,485                         | 1,413,290 | 191,068   | 319,871   | 125,174   | 991,314   | 683,862   | 1,970,372  |
| Up to the end of Oct., 1961  |  | 9,234,807                          | 2,471,070 | 1,142,942 | 5,333,555 | 1,065,674 | 2,700,681 | 3,422,006 | 9,135,834  |
| Up to the end of Nov., 1961  |  | 33,022                             | 94,647    | 67,042    | 229,888   | 210,204   | 275,257   | 554,468   | 1,236,668  |
| Up to the end of Dec., 1961  |  | ..                                 | ..        | 5,426     | ..        | 5,426     | 4,592     | 20,351    | 9,750      |
| Up to the end of Jan., 1962  |  | 2,525                              | 409       | 58        | 373       | 58        | 409       | 467       | 1,685      |
| Total                        |  | 20,392,839                         | 3,979,416 | 1,406,536 | 5,883,687 | 1,406,536 | 3,972,253 | 4,681,154 | 12,354,309 |

APPENDIX X-*contd.*

Progress of starting in all regional tabulation offices-*contd.*

|                              |  | Number of slips sorted for tickets |           |            |            |            |         |           |            |            |
|------------------------------|--|------------------------------------|-----------|------------|------------|------------|---------|-----------|------------|------------|
| Period<br>1                  |  | 16 (a)                             | 16 (b)    | 17         | 18         | 19         | 19 (a)  | 20        | 21         | 22         |
|                              |  | 18                                 | 19        | 20         | 21         | 22         | 23      | 24        | 25         | 26         |
| Up to the end of May, 1961   |  | ..                                 | ..        | ..         | ..         | ..         | ..      | ..        | ..         | ..         |
| Up to the end of June, 1961  |  | ..                                 | ..        | ..         | ..         | ..         | ..      | ..        | ..         | ..         |
| Up to the end of July, 1961  |  | ..                                 | ..        | ..         | ..         | ..         | ..      | ..        | ..         | ..         |
| Up to the end of Aug., 1961  |  | ..                                 | ..        | ..         | ..         | ..         | ..      | ..        | ..         | ..         |
| Up to the end of Sept., 1961 |  | 23,106                             | ..        | 831,048    | ..         | ..         | ..      | ..        | ..         | ..         |
| Up to the end of Oct., 1961  |  | 22,403                             | 4,235,861 | 12,225,595 | 6,788,103  | 1,938,442  | 119,699 | 388,504   | 2,513,894  | 1,475,468  |
| Up to the end of Nov., 1961  |  | 363                                | 1,939,990 | 6,821,712  | 11,303,218 | 6,152,524  | 115,281 | 606,215   | 11,407,691 | 8,634,715  |
| Up to the end of Dec., 1961  |  | ..                                 | 9,750     | 506,047    | 2,365,932  | 2,194,274  | 71,371  | 15,606    | 6,475,567  | 10,286,969 |
| Up to the end of Jan., 1962  |  | 6                                  | ..        | 2,525      | 2,525      | 1,429      | 40      | ..        | 2,525      | 2,525      |
| Total                        |  | 45,878                             | 6,185,601 | 20,386,927 | 20,399,778 | 10,286,669 | 306,391 | 1,010,325 | 20,399,677 | 20,399,677 |

|                              |  | Number of slips sorted for tickets |           |         |           |         |         |           |           |
|------------------------------|--|------------------------------------|-----------|---------|-----------|---------|---------|-----------|-----------|
| Period<br>1                  |  | 23                                 | 24        | 25(a)   | 25(b)     | 26      | 27      | 28        | 29        |
|                              |  | 27                                 | 28        | 29      | 30        | 31      | 32      | 33        | 34        |
| Up to the end of May, 1961   |  | ..                                 | ..        | ..      | ..        | ..      | ..      | ..        | ..        |
| Up to the end of June, 1961  |  | ..                                 | ..        | ..      | ..        | ..      | ..      | ..        | ..        |
| Up to the end of July, 1961  |  | ..                                 | ..        | ..      | ..        | ..      | ..      | ..        | ..        |
| Up to the end of Aug., 1961  |  | ..                                 | ..        | ..      | ..        | ..      | ..      | ..        | ..        |
| Up to the end of Sept., 1961 |  | ..                                 | ..        | ..      | ..        | ..      | ..      | ..        | ..        |
| Up to the end of Oct., 1961  |  | 78,874                             | 63,839    | 48,590  | ..        | 2,625   | 23,203  | 14,695    | 11,353    |
| Up to the end of Nov., 1961  |  | 695,531                            | 507,163   | 293,105 | 44,488    | 49,651  | 148,545 | 93,908    | 44,042    |
| Up to the end of Dec., 1961  |  | 3,294,939                          | 3,498,342 | 128,334 | 3,554,827 | 137,605 | 649,271 | 2,664,251 | 1,123,988 |
| Up to the end of Jan., 1962  |  | 238                                | 238       | 238     | ..        | 34      | 78      | 82        | 28        |
| Total                        |  | 4,069,582                          | 4,069,582 | 470,267 | 3,599,315 | 189,915 | 821,097 | 2,772,936 | 1,179,411 |

NOTE:  
Sorting was started from May 1961.

APPENDIX XI

Accounts forms consumed in the office of the Superintendent of Census Operations and tabulation offices

| Sl. No. | Name of form                                  | Number of forms consumed in the office of the                                                                                   |                                           |                                         |                                       |                                            |  | Total |
|---------|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|-----------------------------------------|---------------------------------------|--------------------------------------------|--|-------|
|         |                                               | Supdt. of Census Operations, (Including (i) Housing Tabulation (ii) Mechanical Tabulation and (iii) Central Tabulation Section) | Regional Tabulation office No.1 Bhavnagar | Regional Tabulation office No. 2 Rajkot | Regional Tabulation office No.3 Surat | Regional Tabulation office No. 4 Ahmedabad |  |       |
| 1       | 2                                             | 3                                                                                                                               | 4                                         | 5                                       | 6                                     | 7                                          |  | 8     |
| 1       | Pay bill of Gazetted Officer . . . . .        | 300                                                                                                                             | 50                                        | 36                                      | 40                                    | 60                                         |  | 486   |
| 2       | T. A. bill of Gazetted Officer . . . . .      | 240                                                                                                                             | 24                                        | 20                                      | 26                                    | 24                                         |  | 334   |
| 3       | Pay bill of non Gazetted Officer . . . . .    | 550                                                                                                                             | 300                                       | 220                                     | 250                                   | 260                                        |  | 1,580 |
| 4       | Pay bill (0) non Gazetted Officer . . . . .   | 680                                                                                                                             | 470                                       | 340                                     | 400                                   | 450                                        |  | 2,340 |
| 5       | T. A. Bill of non Gazetted Officer . . . . .  | 400                                                                                                                             | 100                                       | 140                                     | 120                                   | 80                                         |  | 840   |
| 6       | Absentee Statement . . . . .                  | 100                                                                                                                             | 70                                        | 60                                      | 40                                    | 76                                         |  | 346   |
| 7       | Acquittance-Roll . . . . .                    | 350                                                                                                                             | 450                                       | 400                                     | 500                                   | 700                                        |  | 2,400 |
| 8       | Last pay certificate . . . . .                | 150                                                                                                                             | 40                                        | 34                                      | 44                                    | 60                                         |  | 328   |
| 9       | Schedule of G. P. fund . . . . .              | 140                                                                                                                             | 70                                        | 60                                      | 72                                    | 90                                         |  | 432   |
| 10      | Schedule of Postal life Ins. . . . .          | 90                                                                                                                              | ..                                        | ..                                      | ..                                    | ..                                         |  | 90    |
| 11      | Periodical Increment certificate . . . . .    | 120                                                                                                                             | 30                                        | 20                                      | 30                                    | 60                                         |  | 260   |
| 12      | Contingent bill . . . . .                     | 550                                                                                                                             | 220                                       | 240                                     | 120                                   | 180                                        |  | 1,310 |
| 13      | Abstract contingent bill . . . . .            | 160                                                                                                                             | 40                                        | 30                                      | 32                                    | 46                                         |  | 308   |
| 14      | Detailed contingent bill . . . . .            | 160                                                                                                                             | 40                                        | 30                                      | 32                                    | 46                                         |  | 308   |
| 15      | Certificate of transfer of charge . . . . .   | 20                                                                                                                              | 12                                        | 4                                       | ..                                    | ..                                         |  | 36    |
| 16      | G. P. Fund bill . . . . .                     | 20                                                                                                                              | ..                                        | ..                                      | ..                                    | ..                                         |  | 20    |
| 17      | Annual Estt. Return G. F. R. No. 19 . . . . . | ..                                                                                                                              | ..                                        | ..                                      | ..                                    | .                                          |  | ..    |
| 18      | Annual Estt. Return G. F. R. No. 20 . . . . . | 12                                                                                                                              | ..                                        | ..                                      | ..                                    | ..                                         |  | 12    |
| 19      | Chalan Forms . . . . .                        | 150                                                                                                                             | 80                                        | 60                                      | 70                                    | 80                                         |  | 440   |

APPENDIX XII

List of books purchased with the help of the census budget

| Sl. No. | Name of book                                                        | Name of Author or publisher | Price Rs. P. | Sl. No. | Name of book                                                                                                                                                              | Name of Author or publisher        | Price Rs. P. |
|---------|---------------------------------------------------------------------|-----------------------------|--------------|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------|
| 1       | 2                                                                   | 3                           | 4            | 1       | 2                                                                                                                                                                         | 3                                  | 4            |
| 1       | All India Civil List . . . . .                                      | . . . . .                   | 10.00        | 16      | Staff Car Rules . . . . .                                                                                                                                                 | . . . . .                          | 0.26         |
| 2       | Report on the Administrative Survey of The Surat District . . . . . | N. B. Desai                 | 12.00        | 17      | ચરોતર સર્વસંગ્રહ વિભાગ. ૧. પ્રદેશ-દર્શન                                                                                                                                   | પુરુષોત્તમ છ. શાહ ચંદ્રશંત કૃ. શાહ |              |
| 3       | Gujarati Press-nu Panchang-2017 . . . . .                           | . . . . .                   | 1.75         | 18      | ચરોતર સર્વસંગ્રહ વિભાગ. ૨. માર્ગદર્શિ કોષ                                                                                                                                 | પુરુષોત્તમ છ. શાહ ચંદ્રશંત કૃ. શાહ | 7.50         |
| 4       | Janmabhoomi Panchang-2017 . . . . .                                 | . . . . .                   | 1.75         | 19      | Bhaskad-Social & Economic Survey of a Village . . . . .                                                                                                                   | . . . . .                          | 4.70         |
| 5       | Sandesh Panchang-2017 . . . . .                                     | . . . . .                   | 1.75         | 20      | Posts & Tele-graphs compila-tion of the Fundamental Rules and the Supplementary Rules Vol. I, corrected upto the 31st Decem-ber, 1958 (5 copies) (Third Edition Reprint). | A. G., P. & T.                     | 20.60        |
| 6       | All India Rail-way Time-Table . . . . .                             | . . . . .                   | 2.50         | 21      | Ist list of correc-tions to the P & T compilation of the Fundamental Rules and the Supple-mentary Rules Vol. I (5 copies)                                                 | A.G., P. & T.                      | 0.30         |
| 7       | Western Rail-way Time-Table . . . . .                               | . . . . .                   | 0.25         | 22      | 2nd List of correc-tions to the P & T compilation of the Fundamental Rules and the Supplementary Rules Vol.I (5 copies)                                                   | A.G., P. & T.                      | 1.00         |
| 8       | Political Arith-metic-A Sym-posium of Popu-lation Studies . . . . . | Lancelot Hogben             | 20.40        |         |                                                                                                                                                                           |                                    |              |
| 9       | India's popu-lation . . . . .                                       | S. N. Agrawala              | 15.00        |         |                                                                                                                                                                           |                                    |              |
| 10      | The Tribal Art of Middle India . . . . .                            | Verier Elwin                | 20.00        |         |                                                                                                                                                                           |                                    |              |
| 11      | Indian Rural Problems . . . . .                                     | Nanavati & Anjaria          | 20.00        |         |                                                                                                                                                                           |                                    |              |
| 12      | Economic & Social Survey of Mehsana District. . . . .               | . . . . .                   | 8.00         |         |                                                                                                                                                                           |                                    |              |
| 13      | The Bhils-a study . . . . .                                         | T. B. Naik                  | 15.00        |         |                                                                                                                                                                           |                                    |              |
| 14      | The Garasias . . . . .                                              | P. C. Dave                  | 7.50         |         |                                                                                                                                                                           |                                    |              |
| 15      | The Third Five Year Plan-A Draft outline. . . . .                   | . . . . .                   | 1.13         |         |                                                                                                                                                                           |                                    |              |

APPENDIX XII-*contd.*

List of books purchased with the help of the census budget-*contd.*

| Sl. No. | Name of book                                                                                                                                                                                         | Name of Author or publisher                       | Price Rs. P. | Sl. No. | Name of book                                                                 | Name of Author or publisher                                               | Price Rs. P. |
|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|--------------|---------|------------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------|
| 1       | 2                                                                                                                                                                                                    | 3                                                 | 4            | 1       | 2                                                                            | 3                                                                         | 4            |
| 23      | 3rd list of corrections to the P & T Compilation of the Fundamental Rules and the Supplementary Rules Vol.1 (5 copies)                                                                               | A.G., P. & T.                                     | 1.50         | 31      | ગુજરાતનું ગ્રામીણ કમલોદયન ચા. ગ્રંથ                                          | કમલોદયન ચા. ગ્રંથ                                                         | 1.25         |
| 24      | Account Code Vol. II (Treasury Account (first addition) Reprint (Incorporating Correction Slip Nos. 1 to 20) (5 copies)                                                                              | A.G., P. & T.                                     | 5.00         | 32      | History of Services of Indian Administration Service-As on 1st January, 1960 | Ministry of Home Affairs                                                  | 9.75         |
| 25      | Correction to Account Code Vol. II No. 28 (5 copies)                                                                                                                                                 | A.G., P. & T.                                     | 0.30         | 33      | Census of India, 1951-Vol. III P.-I Report, Madras & Coorg                   | S. Venkateswaran I.C.S. Supdt. of Census Operations for Madras & Coorg .. | ..           |
| 26      | Correction to Account Code Vol. II No. 70 (5 copies)                                                                                                                                                 | A.G., P. & T.                                     | 0.30         | 34      | Census of India, 1951-Vol. III P.-II A-Tables                                | S. Venkateswaran I.C.S. Supdt. of Census Operations for Madras & Coorg .. | ..           |
| 27      | Correction to Account Code Vol. II No. 72 (5 copies)                                                                                                                                                 | A.G., P. & T.                                     | 0.30         | 35      | Census of India, 1951-Vol. III. P.-II-B-Tables                               | S. Venkateswaran I.C.S. Supdt. of Census Operations for Madras & Coorg .. | ..           |
| 28      | Correction to Account Code Vol. II No. 73 (5 copies)                                                                                                                                                 | A.G., P. & T.                                     | 0.60         | 36      | The Indian Journal of Social Work, Volume X-1, (June, 1949)                  | Bureau of Research & Publications, Tata Institute of Social Sciences      | 3.00         |
| 29      | Correction to Account Code Vol. II No. 74 (5 copies)                                                                                                                                                 | A.G., P. & T.                                     | 0.60         | 37      | The Indian Journal of Social Work, Volume X-2 (September, 1949)              | Bureau of Research & Publications, Tata Institute of Social Sciences      | 3.00         |
| 30      | Compilation of delegation of Financial Powers Rules, 1958 (with Government of India Decisions) Second Edition (Incorporating Amendments Nos. 1 to 76 issued upto the 15th November, 1960) (5 copies) | Ministry of Finance Department of Expenditure . . | 1.75         |         |                                                                              |                                                                           |              |

APPENDIX XII-*contd.*

List of books purchased with the help of the census budget-*contd.*

| Sl. No. | Name of book                                                                                                 | Name of Author or publisher                                          | Price Rs. P. | Sl. No. | Name of book                                                                                                    | Name of Author or publisher                                          | Price Rs. P. |
|---------|--------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|--------------|---------|-----------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|--------------|
| 1       | 2                                                                                                            | 3                                                                    | 4            | 1       | 2                                                                                                               | 3                                                                    | 4            |
| 38      | Offprint (R386 Study of Social Environmental & Health Conditions of Some Nilgiri Hill Tribes)                | Bureau of Research & Publications, Tata Institute of Social Sciences | 0.50         | 48      | Report of the Committee on Special Multipurpose Tribal Blocks, March, 1950                                      | Ministry of Home Affairs                                             | 7.25         |
| 39      | The Indian Journal of Social Work, Volume XIV-4 (March, 1954 Sp. No).                                        | Bureau of Research & Publications, Tata Institute of Social Sciences | 3.00         | 49      | Report of the Commissioner for Scheduled Castes & Scheduled Tribes, 1959-60 (Ninth Report) Part-I               | L. M. Shrikant                                                       | 2.50         |
| 40      | Report of the Sixth Conference for Tribes and Tribal (Scheduled) Areas held at Ootacamund (Madras) May, 1960 | Bharatiya Adimjati Sevak Sangh                                       | 3.50         | 50      | Report of the Commissioner for Scheduled Castes & Scheduled Tribes, 1959-60 (Ninth Report) Part-II (Appendices) | L. M. Shrikant                                                       | 1.50         |
| 41      | Bhils of Ratanmal                                                                                            | V. V. S. Nath                                                        | 10.00        | 51      | Large Industrial Establishments In India, 1957 (List of registered factories)                                   | Government of India, Ministry of Labour & Employment (Labour Bureau) | 47.25        |
| 42      | Mers of Saurashtra                                                                                           | H.R. Trivedi                                                         | 6.75         | 52      | District Census Handbook- 1951-Tirunelveli District, Madras                                                     | Superintendent of Census Operations, Madras                          | 5.45         |
| 43      | Third Five Year Plan                                                                                         | Government publication                                               | 12.50        | 53      | Techno-Economic Survey of Madhya Pradesh                                                                        | National Council of Applied Economics Research, New Delhi            | 21.00        |
| 44      | District Census Handbook-1951 Hyderabad District Part II.                                                    | Bureau of Economics & Statistics, Finance Department, Hyderabad      | 5.75         | 54      | Techno-Economic Survey of Madras                                                                                | " "                                                                  | 5.60         |
| 45      | Handicrafts & Industrial Arts of India                                                                       | Rustom J. Mehta                                                      | 49.00        | 55      | Civil list of Indian Administrative Service Officers as on 1st Jan., 1961                                       | " "                                                                  | 9.00         |
| 46      | The Costumes & Textiles of India                                                                             | Jamila Brij Bhushan                                                  | 44.00        |         |                                                                                                                 |                                                                      |              |
| 47      | The Archaeology of Gujarat                                                                                   | H.D. Sankalia                                                        | 15.00        |         |                                                                                                                 |                                                                      |              |

APPENDIX XII-contd.

List of books purchased with the help of the census budget-contd.

| Sl. No. | Name of book                                                         | Name of Author or publisher                                    | Price Rs. P. | Sl. No. | Name of book                                                                                                                | Name of Author or publisher             | Price Rs. P. |
|---------|----------------------------------------------------------------------|----------------------------------------------------------------|--------------|---------|-----------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|--------------|
| 1       | 2                                                                    | 3                                                              | 4            | 1       | 2                                                                                                                           | 3                                       | 4            |
| 56      | જાનમૂલિ પંચાંગ-૨૦૧૮                                                  | .                                                              | 1.75         | 69      | Studies in Agricultural Economics Vol. II                                                                                   | Ministry of Food and Agriculture        | 5.75         |
| 57      | સંદેશ પ્રત્યક્ષ પંચાંગ-૨૦૧૮                                          | .                                                              | 1.75         | 70      | Studies in Economics of Farm Management in Bombay                                                                           | Ministry of Food and Agriculture        | 9.00         |
| 58      | ગુજરાતી પ્રેક્ષક પંચાંગ-૨૦૧૮                                         | .                                                              | 1.75         | 71      | Guide to Cotton Statistics                                                                                                  | Ministry of Food and Agriculture        | 1.50         |
| 59      | Census of India, 1951, Bombay, Saurashtra and Kutch, Vol. IV P. II-A | J. B. Bowman                                                   | 5.00         | 72      | Indian Cotton Pressing Factories and Returns 1957-58                                                                        | Ministry of Food and Agriculture        | 11.00        |
| 60      | Census of India, 1951, Bombay, Saurashtra and Kutch, Vol. IV-P. II-B | J. B. Bowman                                                   | 5.00         | 73      | Indian Agricultural Atlas, 1958                                                                                             | Ministry of Food and Agriculture        | 15.00        |
| 61      | Census of India, 1951, Bombay, Saurashtra and Kutch, Vol. IV P. II-B | J. B. Bowman                                                   | 5.00         | 74      | Infant Mortality in India-1901-1955                                                                                         | S. Chandrasekhar                        | 14.00        |
| 62      | Census of India, 1951, Bombay, Saurashtra and Kutch, Vol. IV-P. II-B | J. B. Bowman                                                   | 5.00         | 75      | Rural Profiles                                                                                                              | D. N. Majumdar                          | 9.00         |
| 63      | Atlas of Economic Development                                        | Norton Ginsburg                                                | ..           | 76      | Ready Recknor in Decimal Coinage                                                                                            | Krishnaprasad Bhatt                     | 4.00         |
| 64      | Indian Village                                                       | Dube                                                           | 20.00        | 77      | The Post Office Guide P.I-1960 (Rules & Regulations relating to the Inland and Foreign post)-corrected upto 30th June, 1960 | Director General of Post and Telegraphs | 3.90         |
| 65      | Class, Status and Power                                              | Bendix                                                         | 42.00        | 78      | The Post and Telegraph Guide P.II-corrected upto April, 1957                                                                | Director General of Post and Telegraphs | 6.25         |
| 66      | Cotton in India                                                      | Directorate of Economics & Statistics, Ministry of Agriculture | 6.00         | 79      | Industrial Housing in India                                                                                                 | Ministry of Works, Housing and Supply   | 5.00         |
| 67      | Oil Seeds in India                                                   | Directorate of Economics & Statistics, Ministry of Agriculture | 8.00         |         |                                                                                                                             |                                         |              |
| 68      | Guide to Current Agricultural Statistics                             | Ministry of Food and Agriculture                               | 1.62         |         |                                                                                                                             |                                         |              |

APPENDIX XII-contd.

List of books purchased with the help of the census budget-contd.

| Sl. No. | Name of book                                                                                              | Name of Author or publisher                                           | Price Rs. P. | Sl. No. | Name of book                                                                                                                  | Name of Author or publisher                       | Price Rs. P. |
|---------|-----------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|--------------|---------|-------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|--------------|
| 1       | 2                                                                                                         | 3                                                                     | 4            | 1       | 2                                                                                                                             | 3                                                 | 4            |
| 80      | Low-Cost Housing for Industrial Workers                                                                   | The Chief Adviser, Factories, Ministry of Labour, Government of India | 3.50         | 92      | Census of India, 1951, Vol. VI. West Bengal & Sikkim P.I-Report (Deluxe)                                                      | A. Mitra, I.C.S.                                  | 18.25        |
| 81      | Mysore State in Maps                                                                                      | Department of Statistics, Government of Mysore                        | 6.25         | 93      | Census of India 1951-Vol. VI-West Bengal, Sikkim & Chandernagore-P.II Tables (Deluxe)                                         | A. Mitra, I.C.S.                                  | 17.75        |
| 82      | Village India-Studies in the little community                                                             | Mckim Marriott                                                        | 11.50        | 94      | Census of India, 1951-Vol. VI-P. III-Calcutta City (Deluxe)                                                                   | A. Mitra, I.C.S.                                  | 17.75        |
| 83      | India's Village                                                                                           | M.N. Shrinivas                                                        | 12.50        | 95      | Census of India, 1951-Vol. IV-Bombay, Saurashtra & Kutch-P. II-B-Economic Tables & Household and Age (Sample) Tables (Deluxe) | J. B. Bowman I.C.S.                               | 16.50        |
| 84      | Rural Sociology in India                                                                                  | A. R. Desai                                                           | 25.00        | 96      | Census of India, 1951-Vol.VII-Madhya Pradesh P.I- A-Report (Deluxe)                                                           | H.N. Banerjee, M.Sc., LL.B. & J.B. Kerawala M.Sc. | 16.50        |
| 85      | The Bombay Drugs (Control) Act, 1959                                                                      | .                                                                     | 00.14        | 97      | Census of India, 1951-Vol.VI-P.IV-The Calcutta Industrial Region-Tables (Deluxe)                                              | A. Mitra, I.C.S.                                  | 16.50        |
| 86      | The Bombay Opium Smoking Act, 1936                                                                        | .                                                                     | 00.32        | 98      | Census of India, 1951-Vol. VI-West Bengal & Sikkim-P.I-C-Report-(Deluxe)                                                      | A. Mitra, I.C.S.                                  | 17.25        |
| 87      | Festivals of India                                                                                        | .                                                                     | 1.50         |         |                                                                                                                               |                                                   |              |
| 88      | Planning the countryside                                                                                  | Radha Kamal Mukerjee                                                  | 7.13         |         |                                                                                                                               |                                                   |              |
| 89      | Annual Report of the Registrar of Newspapers for India, 1961 P. i                                         | .                                                                     | 4.88         |         |                                                                                                                               |                                                   |              |
| 90      | India's Population Problem                                                                                | Dr. C. B. Majumdar                                                    | 17.10        |         |                                                                                                                               |                                                   |              |
| 91      | Census of India, 1951, Vol. VIII-Punjab, Pepsu, Himachal Pradesh, Bilaspur & Delhi P.I-A. Report (Deluxe) | Lakshmi Chandra Vashishta, B.A. (Hons), LL.B., P.C.S                  | 18.75        |         |                                                                                                                               |                                                   |              |

APPENDIX XII-contd.

List of books purchased with the help of the census budget-contd.

| Sl. No. | Name of book                                                                                        | Name of Author or publisher         | Price Rs. P. | Sl. No. | Name of book                                                                               | Name of Author or publisher    | Price Rs. P. |
|---------|-----------------------------------------------------------------------------------------------------|-------------------------------------|--------------|---------|--------------------------------------------------------------------------------------------|--------------------------------|--------------|
| 1       | 2                                                                                                   | 3                                   | 4            | 1       | 2                                                                                          | 3                              | 4            |
| 99      | Census of India, 1951-Vol. X-Rajasthan & Ajmer-P.I.-A-Report (Deluxe)                               | Pt. Yamuna Lal Dashora, B.A., LL.B. | 16.25        | 106     | Census of India, 1951-Vol. VI- West Bengal, Sikkim and Chandernagore, P.I.C-Report         | A. Mitra, I.C.S.               | 5.00         |
| 100     | Census of India, 1951-Vol. IV Bombay, Saurashtra & Kutch-P. I-Report and Subsidiary Tables (Deluxe) | J. B. Bowman, I.C.S.                | 15.50        | 107     | Census of India, 1951-Vol. XVI-Vindhya Pradesh, P.I.-Report and Subsidiary Tables          | N.K. Dubé, M.A.                | 5.00         |
| 101     | Census of India, 1951-Vol.III-Madras & Coorg, P.I-Report (Deluxe)                                   | S. Venkateswaran, I. C. S.          | 15.00        | 108     | Census of India, 1951-Vol. VI-D. IV-The Calcutta Industrial Region-Tables                  | A. Mitra, I.C.S.               | 5.00         |
| 102     | Census of India, 1951-Vol. I-India. P.I.B.-Appendices to the Census Report, 1951. (Deluxe)          | R. A. Gopalswami, I.C.S.            | 10.00        | 109     | Census of India, 1951-Vol.II-Uttar Pradesh-P. I. A. Report                                 | Rajeshwari Prasad, I. A. S.    | 5.00         |
| 103     | Census of India, 1951-Vol.I-India-P.II-A-Demographic Tables (Deluxe)                                | R. A. Gopalswami, I.C.S.            | 10.00        | 110     | Census of India, 1951-Vol.-XIV Mysore-P.I. Report                                          | J.B. Mallaradhya, M.A., I.A.S. | 5.00         |
| 104     | Census of India, 1951-Vol. I-India P.I.A. Report (Deluxe)                                           | R. A. Gopalswami, I.C.S.            | 10.00        | 111     | Census of India, 1951-Vol. VI-P. III Calcutta City                                         | A. Mitra, I.C.S.               | 5.00         |
| 105     | Census of India, 1951, Vol. I-India, P. II-B Economic Tables (General Population)-Deluxe            | R. A. Gopalswami I.C.S.             | 10.00        | 112     | Census of India, 1951-Vol.VI-West Bengal, Sikkim and Chandernagore-P.II-Tables             | A. Mitra, I.C.S.               | 5.00         |
|         |                                                                                                     |                                     |              | 113     | Census of India, 1951- Vol. IV-Bombay, Saurashtra & Kutch P.I-Report and Subsidiary Tables | J. B. Bowman, I.C.S.           | 5.00         |
|         |                                                                                                     |                                     |              | 114     | Census of India, 1951-Vol. III Madras & Coorg P.I.-Report                                  | S. Venkateswaran, I. C. S.     | 4.50         |

APPENDIX XII-contd.

List of books purchased with the help of the census budget-contd.

| Sl. No. | Name of book                                                                                                           | Name of Author or publisher        | Price Rs. P. | Sl. No. | Name of book                                                                                                    | Name of Author or publisher               | Price Rs. P. |
|---------|------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------|---------|-----------------------------------------------------------------------------------------------------------------|-------------------------------------------|--------------|
| 1       | 2                                                                                                                      | 3                                  | 4            | 1       | 2                                                                                                               | 3                                         | 4            |
| 115     | Census of India, 1951-Vol. II -Uttar Pradesh -P.I. B subsidiary Tables                                                 | Rajeshwari Prasad, I.A.S.          | 4.25         | 121     | Census of India, 1951-Language Hand Book, Travancore-Cochin                                                     | U. Sivaram Nair, M.A.,Ph.D,F.N.I, F.A.Sc. | 3.00         |
| 116     | Census of India, 1951-Vol.X-Rajasthan & Ajmer-P.I. C-Appendices                                                        | Pt. Yamuna Lal Dashora, B.A.,LL.B. | 3.75         | 122     | Census of India, Paper No.1 -1956-Names of Livelihood& Industries Tables -Uttar Pradesh-1941 Census on Y-Sample | .                                         | 2.50         |
| 117     | Census of India, 1951-Vol. XVII-The Andaman & Nicobar Islands-P.I. -Report-P. II-Tables                                | A. K. Ghosh, I.C.S                 | 3.00         | 123     | Census of India, Paper No. 3-1955-Economic Classification by Age-Groups, 1951 Census, Uttar Pradesh             | .                                         | 2.50         |
| 118     | Census of India, 1951-Vol.I-India-P. I. B. Appendices to the Census Report, 1951                                       | R.A. Gopalswami, I.C.S.            | 3.00         | 124     | Census of India, 1951-Chittoor District-Villagewise Mother-tongue Data for Border Taluks                        | J. I. Arputhanathan, B.A,B.L.             | 2.25         |
| 119     | Census of India, 1951-Vol.I-India P. II .C Economic Tables (Rural & Urban population)                                  | R.A. Gopalswami, I.C.S.            | 3.00         | 125     | Census of India. 1951-Vol. VI-P.I B-Vital Statistics-West Bengal-1941-1950                                      | A. Mitra, I.C.S. & P. G. Choudhury        | 2.25         |
| 120     | Census of India, 1951-Language Hand Book -certain Tehsils of Districts Jalore, Udaipur, Dongarpur Banuswara and Sinchi | Pt. Yamuna Lal Dushora, B.A.,LL.B. | 2.75         | 126     | Census of India, Paper No. 3 -1954-Age-Tables-1951 Census                                                       |                                           | 2.00         |

APPENDIX XII-contd.

List of books purchased with the help of the census budget-contd.

| Sl. No. | Name of book                                                                                                   | Name of Author or publisher          | Price Rs. P. | Sl. No. | Name of book                                                                                                | Name of Author or publisher | Price Rs. P. |
|---------|----------------------------------------------------------------------------------------------------------------|--------------------------------------|--------------|---------|-------------------------------------------------------------------------------------------------------------|-----------------------------|--------------|
| 1       | 2                                                                                                              | 3                                    | 4            | 1       | 2                                                                                                           | 3                           | 4            |
| 127     | Census of India, Paper No. 2-1955--Sample Census of Births -1952-53, India                                     | .                                    | 2.00         | 134     | Census of India, Paper No.9 -1956 Means of Livelihood and Industries Tables, Punjab-1941 Census on Y-Sample | .                           | 1.00         |
| 128     | Census of India, Paper No.8 1956-Means of Livelihood&Industries Tables, Madhya Pradesh-1941 Census on Y-Sample | .                                    | 1.50         | 135     | Census of India, Paper No.3-1956- Means of Livelihood and Industries Tables, Orissa-1941 Census on Y-Sample | .                           | 1.00         |
| 129     | Census of India, Paper No.6 -1956- Means of Livelihood & Industries Tables-Madras-1941 Census on Y-Sample      | .                                    | 1.50         | 136     | Scheme for Improvement of Population Data                                                                   | R.A. Gopalaswami, I.C.S.    | 1.00         |
| 130     | Census of India, 1951-Anantpur & Kurnool Districts, village-wise mother-tongue Data for Border Taluks          | J.I. Arputhanathan, B.A.,B.L.        | 1.75         | 137     | Census of India, 1951-Language Handbook, Dhanbad District                                                   | Ranchor Prasad, I.A.S.      | 0.75         |
| 131     | Census of India, 1954-Paper No. 4-Displaced persons-1951-Census                                                | .                                    | 1.75         | 138     | Census of India, Paper No.4-1953, Special Groups 1951-Census                                                | .                           | 0.75         |
| 132     | Census of India, 1951-Chingleput District-Village-wise Mother-tongue Data for Border Talukas                   | J. I. Arputhana-<br>than, B.A., B.L. | 1.37         | 139     | Census of India, Paper No.1-1952-Final Population Totals, 1951-Census                                       | .                           | 0.50         |
| 133     | Mysore Census 1951-Language Handbook, Chitaldrug District                                                      | J. B. Mallaradhy                     | 1.13         | 140     | Census of India, Paper No.1 -1953-Sample Verification of the 1951 Census Count                              | .                           | 0.50         |

APPENDIX XII-contd.

List of books purchased with the help of the census budget-contd.

| Sl. No. | Name of book                                                                                     | Name of Author or publisher                      | Price Rs. P. | Sl. No. | Name of book                                                                          | Name of Author or publisher                                             | Price Rs. P. |
|---------|--------------------------------------------------------------------------------------------------|--------------------------------------------------|--------------|---------|---------------------------------------------------------------------------------------|-------------------------------------------------------------------------|--------------|
| 1       | 2                                                                                                | 3                                                | 4            | 1       | 2                                                                                     | 3                                                                       | 4            |
| 141     | Census of India, 1951-Vol. XIII-Travancore Cochin-P.I-A-Report                                   | U. Sivaraman Nair, M.A., Ph.D., F. A. Sc. F.N.I. | 2.50         | 151     | Chamber's Twentieth Century Dictionary                                                | William Geddie                                                          | 13.44        |
| 142     | Census of India, 1951-Vol.XI -Orissa-P.I.Report                                                  | M. Ahmed, M.A.                                   | 6.50         | 152     | Ahmedabad 1958                                                                        | Kapilrai Mehta                                                          | 10.00        |
| 143     | Census of India, Paper No.5 -1955-Economic Classification by Age-Groups-1951 Census, West Bengal | .                                                | 2.50         | 153     | Roget's Porket Thesaurus                                                              | C.O.Sylvester Mawson                                                    | 2.00         |
| 144     | Newman's Indian Bradshaw                                                                         | .                                                | 2.50         | 154     | જીવતા વહેવારો                                                                         | કાકાસાહેબ કાલેલકર                                                       | 1.80         |
| 145     | સુદર ભૂગોળ-આપણું જિલ્લો અમદાવાદ                                                                  | ગોકળદાસ પટેલ                                     | 0.75         | 155     | I. S. proof corrections for printers and Authors                                      | .                                                                       | 5.06         |
| 146     | સુદર ભૂગોળ-આપણું જિલ્લો મહેસાણા                                                                  | ગોકળદાસ પટેલ                                     | 0.75         | 156     | The Bombay Tenancy & Agricultural Lands Act,1948 (As modified upto 1st January, 1962) | .                                                                       | 1.20         |
| 147     | સુદર ભૂગોળ-આપણું જિલ્લો બનાસકાંઠા                                                                | ગોકળદાસ પટેલ                                     | 0.75         | 157     | The Bombay Inams (Kutch Area) Abolition Act, 1958                                     | .                                                                       | 0.14         |
| 148     | પરિમાણ મંજરી અથવા કાષ્ટમાપ સંબંધ ગોસાઈ નારાયણ ભારતી યશવંત ભારતી                                  | .                                                | 2.00         | 158     | The Saurashtra Estates Acquisition Act, 1952 (Act, No. III of 1952)                   | .                                                                       | 0.12         |
| 149     | Mysore State Vol.I-An Atlas of Resources                                                         | A.T.A. Learmonth & L.S. Bhat                     | 30.40        | 159     | Saurashtra Land Reforms Act, 1951                                                     | .                                                                       | 0.34         |
| 150     | Physical & Mathematical Tables                                                                   | J.B. Clark                                       | 00.90        | 160     | Notes & Queries on Anthnopoly                                                         | Committee of the Royal Anthropolical Institute of Great Britain&Ireland | 27.00        |
|         |                                                                                                  |                                                  |              | 161     | The Bombay Civil Services Rules explained                                             | V. D. Gangal                                                            | 18.00        |
|         |                                                                                                  |                                                  |              | 162     | Trunk Call Rates -Effective from 1-10-1962                                            | .                                                                       | 00.35        |

APPENDIX XII-contd.

List of books purchased with the help of the census budget-contd.

| Sl. No. | Name of book                                                                         | Name of Author or publisher              | Price Rs. P. | Sl. No. | Name of book                                                                                         | Name of Author or publisher                          | Price Rs. P. |
|---------|--------------------------------------------------------------------------------------|------------------------------------------|--------------|---------|------------------------------------------------------------------------------------------------------|------------------------------------------------------|--------------|
| 1       | 2                                                                                    | 3                                        | 4            | 1       | 2                                                                                                    | 3                                                    | 4            |
| 163     | Basic Road Statistics of India, Ninth (1958) supplement                              | . . .                                    | 6.32         | 176     | Report on the Economic Survey of Madras City                                                         | Dr. R. Balakrishna                                   | 30.00        |
| 164     | School Atlas-1st Edition (Reprinted 1962)                                            | . . .                                    | 6.28         | 177     | Hand book of Rules & Regulations for the All India Services-Vol. I-3rd Edition corrected upto 1-9-62 | Ministry of Home Affairs                             | 6.23         |
| 165     | School Atlas-1st Edition (Reprinted 1962)                                            | . . .                                    | 6.28         | 178     | Hand book of Rules & Regulations for the All India Services Vol. II                                  | Ministry of Home Affairs                             | ..           |
| 166     | The Modern Gujarati-English Dictionary Vol. I                                        | B. N. Mehta & B. B. Mehta                | 9.45         | 179     | India & Pakistan -A general and regional geography                                                   | O. H. K. Spate                                       | 44.80        |
| 167     | The Modern Gujarati-English Dictionary Vol. II                                       | B. N. Mehta & B. B. Mehta                | 9.45         | 180     | Standing Room only                                                                                   | Karl sax                                             | 12.50        |
| 168     | The Development of the Indian Economy (studies in the Economic Development of India) | Reddaway                                 | 19.20        | 181     | Cities and Civilization                                                                              | G. S. Ghurye                                         | 20.00        |
| 169     | The Concise Oxford Dictionary                                                        | E. McIntosh                              | 10.80        | 182     | U.N. Demographic Year Book-1961                                                                      | . . .                                                | 42.75        |
| 170     | Economic Atlas of Madras                                                             | . . .                                    | 37.14        | 183     | All India Civil List -corrected upto 1-7-62                                                          | Government of India                                  | 14.80        |
| 171     | Indian Textiles                                                                      | Dr.S.K. Saraswati                        | 4.05         | 184     | Barlow's Tables of squares cubes, square roots & reciprocals upto 12,500                             | L. J. Comrie                                         | 15.36        |
| 172     | Indian Archaeology 1956-57-A review                                                  | A. Ghosh                                 | 6.00         | 185     | National Atlas of India (Deluxe edition in Hindi)                                                    | Survey of India Map Record & Issue Office, Dehra Dun | 108.60       |
| 173     | Indian Archaeology 1957-58-A review                                                  | A. Ghosh                                 | 7.50         | 186     | શ્રી રક્ષાળેશ્વર મહાત્મ્ય દેવકૃષ્ણ                                                                   | શાસ્ત્રી દુર્લભજી                                    | 0.50         |
| 174     | Indian Archaeology 1958-59-A review                                                  | A. Ghosh                                 | 10.00        |         |                                                                                                      |                                                      |              |
| 175     | Statistical Bulletin of State Road Transport Undertakings in India-1959-60           | Ministry of Transport and Communications | 4.69         |         |                                                                                                      |                                                      |              |

APPENDIX XII-contd.

List of books purchased with the help of the census budget-contd.

| Sl. No. | Name of book                                                                              | Name of Author or publisher                                                  | Price Rs. P. | Sl. No. | Name of book                                                        | Name of Author or publisher            | Price Rs. P. |
|---------|-------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|--------------|---------|---------------------------------------------------------------------|----------------------------------------|--------------|
| 1       | 2                                                                                         | 3                                                                            | 4            | 1       | 2                                                                   | 3                                      | 4            |
| 187     | નાના ફૂડનવીસ અને પાવાગઢ તથા મહારાણ પ્રતાપ                                                 | ર. વ. દેસાઈ                                                                  | 1.00         | 196     | The Study of Population-An Inventory and Appraisal                  | Philip M. Hauser & OTTS. Dudley Duncan | 27.00        |
| 188     | Monthly & Annual Normals of Rainfall and of Rainy days-Based on Records from 1901 to 1950 | Memoirs of the India Meteorological Department-Manager of Publication, Delhi | 7.13         | 197     | જીવનશીલા                                                            | . . .                                  | 2.13         |
| 189     | Techno-Economic Survey of Gujarat (pub. in July 63).                                      | National Council of Applied Economic Research, New Delhi                     | 22.55        | 198     | અંબિકા કૌટેશ્વર અને કુંભારિયા                                       | કનૈયાલાલ બાલશંકર દવે                   | 4.25         |
| 190     | આરાસુરી અંબિકા                                                                            | કેશવલાલ ર. સાય-લાકર                                                          | 1.50         | 199     | સ્તોત્રસંગ્રહ                                                       | ગિરનશંકર માયા-શંકર શાસ્ત્રી            | 1.00         |
| 191     | શ્રી. અંબાજી માતાની યાત્રાનું વર્ણન                                                       | માતાદીન હરીકરજી-દાસજી                                                        | 0.50         | 200     | Bondo Highlander                                                    | Verrier Elwin                          | 27.00        |
| 192     | Tribal Souvenir                                                                           | Bhartiya Adim-Jati Sevak Sangh, New Delhi                                    | 12.50        | 201     | Social Contours of an Industrial City                               | N. N. Majmudar                         | 25.00        |
| 193     | Mirat-I-Ahmadi Supplement                                                                 | Syed Navab Ali & Charles Norman Seddon, I. C. S.                             | 8.10         | 202     | Studies on Fertility Rates in Calcutta                              | S. B. Mukharjee                        | 12.00        |
| 194     | ગુજરાત ઇતિહાસ સંદર્ભસૂચિ                                                                  | ગુજરાત ઇતિહાસ પરિષદ                                                          | 2.00         | 203     | Population & Family Planning in India                               | Dr. C.B. Mamoria                       | 8.00         |
| 195     | Demographic Year book, 1962                                                               |                                                                              | 45.00        | 204     | Hubli-City -A Study in Urban Economic Life                          | B. R. Dhekney                          | 49.50        |
|         |                                                                                           |                                                                              |              | 205     | Socio-Economic Conditions of Primitive Tribes in Madhya Pradesh     | . . .                                  | 13.50        |
|         |                                                                                           |                                                                              |              | 206     | Picturesque Gujarat                                                 | . . .                                  | 3.00         |
|         |                                                                                           |                                                                              |              | 207     | School Atlas-1st Edition (Reprinted in 1963 with minor corrections) | . . .                                  | 12.95        |
|         |                                                                                           |                                                                              |              | 208     | School Atlas-1st Edition (Reprinted in 1963 with minor corrections) | . . .                                  | ..           |

APPENDIX XII-*contd.*

List of books purchased with the help of the census budget-*concl'd.*

| Sl. No. | Name of book                                            | Name of Author or publisher                                                 | Price Rs. P. | Sl. No. | Name of book                                                                                                      | Name of Author or publisher | Price Rs. P. |
|---------|---------------------------------------------------------|-----------------------------------------------------------------------------|--------------|---------|-------------------------------------------------------------------------------------------------------------------|-----------------------------|--------------|
| 1       | 2                                                       | 3                                                                           | 4            | 1       | 2                                                                                                                 | 3                           | 4            |
| 209     | Our crowded planet                                      | Fairfield Osborn                                                            | 13.44        | 222     | N. S. S. Report -No. 53 Tables with notes on Internal Migration-9th, 11th, 12th & 13th Round-May-55-May, 58       | Government of India         | 2.10         |
| 210     | Report of the Calendar Reform Committee, 1955           | . . . .                                                                     | 3.75         | 223     | N. S. S. Report No. 54 Vital Ratio-7th Round Oct. 53-March 54                                                     | . . . .                     | 2.35         |
| 211     | Calcutta-India's City                                   | A. Mitra                                                                    | 8.00         | 224     | N. S. S. Report -No. 76-Fertility Mortality Rates in India-14th Round-July, 58-June, 59                           | . . . .                     | 4.45         |
| 212     | Problems of Rapid Urbanisation in India                 | Dr. J. F. Bulsara                                                           | 25.20        | 225     | Better Villages                                                                                                   | F. L. Brayne                | 2.93         |
| 213     | World Revolution & Family Patterns                      | William J. Goode                                                            | 44.78        | 226     | A New Deal for Tribal India                                                                                       | Verrier Elwin               | 2.00         |
| 214     | Marg-Pathway -Vol. XIV-No. 3-June 1961-On Pottery       | . . . .                                                                     | 6.50         | 227     | The Sun Temple of Konarka                                                                                         | J. Vijaytonga               | 3.00         |
| 215     | સત્યનારાયણની કથા . . . .                                | . . . .                                                                     | 0.25         | 228     | Economic problems of India                                                                                        | P. C. Jain                  | 10.35        |
| 216     | The Economic History of World Population                | Carlo M. Cipolla                                                            | 2.24         | 229     | N. S. S. Report-No. 85-Tables with notes on Employment & Unemployment in Urban areas-14th Round-July, 58-June, 59 | . . . .                     | 4.69         |
| 217     | India's Urban Future                                    | R. Turner                                                                   | 20.25        | 230     | Urban Sociology                                                                                                   | Neb Anderson K. Ishwaran    | 15.00        |
| 218     | India-A Travel Manual                                   | . . . .                                                                     | 50.00        |         |                                                                                                                   |                             |              |
| 219     | All India Railway Time Table with effect from 1-10-1964 | . . . .                                                                     | 2.45         |         |                                                                                                                   |                             |              |
| 220     | Great World Atlas                                       | The Readers Digest Association                                              | 45.00        |         |                                                                                                                   |                             |              |
| 221     | Soils of India                                          | S.P. Raychaudhari R. R. Agrawal N. R. Datta Biswas S. P. Gupta P. K. Thomas | 20.00        |         |                                                                                                                   |                             |              |

APPENDIX XII-*concl'd.*

List of books purchased with the help of the census budget-*concl'd.*

| Sl. No. | Name of book                                               | Name of Author or publisher | Price Rs. P. | Sl. No. | Name of book                                                                                           | Name of Author or publisher                | Price Rs. P. |
|---------|------------------------------------------------------------|-----------------------------|--------------|---------|--------------------------------------------------------------------------------------------------------|--------------------------------------------|--------------|
| 1       | 2                                                          | 3                           | 4            | 1       | 2                                                                                                      | 3                                          | 4            |
| 231     | Ranjan-A village in West Bengal                            | Gauranga Chattopadhyay      | 20.00        | 238     | પ્રકૃતિના લાડકવાયા પંખીઓ                                                                               | વિજયગુપ્ત મોર્ય                            | 2.00         |
| 232     | Anatomy of a Rururban Community                            | G. S. Ghurye                | 25.00        | 239     | વનવગડામાં વસનારા                                                                                       | પ્રદુર્ન કંચનરાય દેસાઈ                     | 1.00         |
| 233     | Surveys for Town & Country planning                        | J. N. Jaskon                | 9.60         | 240     | The Socio-Economic Structure of the Indian village -Surveys of villages in Gujarat & West Bengal . . . | Tadashi Fukutake Tsutomu Ouchi Chie Nakana | 24.00        |
| 234     | A Survey of Handicrafts in South Mysore                    | B. D. Kala                  | 35.00        | 241     | Ahmedabad & other places of interest in Gujarat                                                        | Ratnamanirao B. Jhote                      | 1.50         |
| 235     | A Survey of Handicrafts in 7 Districts of the Mysore State | S. S. Mensinkai             | 5.00         | 242     | Smart's Handbook of Effective English                                                                  | Walter K Smart & Daniel R. Lang            | 2.70         |
| 236     | The Modern Combined Dictionary                             | Oza & Bhatt                 | 6.75         |         |                                                                                                        |                                            |              |
| 237     | ગુજરાતનાં જંગલી પ્રાણીઓ                                    | પ્રદુર્ન કંચનરાય દેસાઈ      | 2.00         |         |                                                                                                        |                                            |              |

NOTE:  
This list does not include the books detailed in Appendix IV-A of the Administration Report-Enumeration (pp. 57-58)

APPENDIX XIII

Statement showing the number of copies of the various census publications printed and their distribution

| Sl. No. | Name of Publication                 | Number of copies printed |               |       | Distribution supplied to                                                                                 | Number of copies supplied |               |       |
|---------|-------------------------------------|--------------------------|---------------|-------|----------------------------------------------------------------------------------------------------------|---------------------------|---------------|-------|
|         |                                     | Deluxe edition           | Cheap edition | Total |                                                                                                          | Deluxe edition            | Cheap edition | Total |
| 1       | 2                                   | 3                        | 4             | 5     | 6                                                                                                        | 7                         | 8             | 9     |
| 1       | PART I-C-SUBSIDIARY TABLES          | 80                       | 1,430         | 1,510 | 1 The Registrar General, India, New Delhi                                                                | 25                        | 50            | 75    |
|         |                                     |                          |               |       | 2 S. C. Os. of other States/Union Territories and other State Governments                                | 25                        | 53            | 78    |
|         |                                     |                          |               |       | 3 State Government of Gujarat                                                                            | 10                        | 80            | 90    |
|         |                                     |                          |               |       | 4 Copies for the discretionary distribution of the S. C. O., Gujarat                                     | 9                         | 11            | 20    |
|         |                                     |                          |               |       | 5 Copies for the personal use of S. C. O., Gujarat                                                       | 1                         | ..            | 1     |
|         |                                     |                          |               |       | 6 Copies for the office use                                                                              | ..                        | 4             | 4     |
|         |                                     |                          |               |       | 7 Copies for the office library                                                                          | 1                         | 1             | 2     |
|         |                                     |                          |               |       | 8 Preservation for next census                                                                           | 1                         | 6             | 7     |
|         |                                     |                          |               |       | 9 Libraries                                                                                              | 3                         | 57            | 60    |
|         |                                     |                          |               |       | 10 Chief Controller of Printing and Stationery, New Delhi                                                | ..                        | 1             | 1     |
|         |                                     |                          |               |       | 11 Manager of Publication, Delhi for sale                                                                | ..                        | 1,100         | 1,100 |
|         |                                     |                          |               |       |                                                                                                          | 75                        | 1,363         | 1,438 |
| 2       | PART II-A-GENERAL POPULATION TABLES | 75                       | 2,425         | 2,500 | 1 The Registrar General, India, New Delhi                                                                | 25                        | 50            | 75    |
|         |                                     |                          |               |       | 2 The Superintendents of Census Operations of other States/Union Territories and other State Governments | 25                        | 53            | 78    |
|         |                                     |                          |               |       | 3 State Government of Gujarat, Panchayats and Municipalities                                             | 10                        | 231           | 241   |
|         |                                     |                          |               |       | 4 Copies for the discretionary distribution of the Superintendent of Census Operations, Gujarat          | 9                         | 11            | 20    |
|         |                                     |                          |               |       | 5 Copies for the personal use of S. C. O., Gujarat                                                       | 1                         | ..            | 1     |
|         |                                     |                          |               |       | 6 Copies for the office use                                                                              | ..                        | 5             | 5     |
|         |                                     |                          |               |       | 7 Copies for the office library                                                                          | 1                         | 1             | 2     |
|         |                                     |                          |               |       | 8 Preservation for next census                                                                           | 1                         | 6             | 7     |
|         |                                     |                          |               |       | 9 Libraries                                                                                              | 3                         | 60            | 63    |
|         |                                     |                          |               |       | 10 Leading Newspapers of the State                                                                       | ..                        | 10            | 10    |
|         |                                     |                          |               |       | 11 Leading Newspapers outside the State                                                                  | ..                        | 29            | 29    |
|         |                                     |                          |               |       | 12 Chief Controller of Printing and Stationery, New Delhi                                                | ..                        | 1             | 1     |
|         |                                     |                          |               |       | 13 Manager of Publications, Delhi for sale                                                               | ..                        | 1,950         | 1,950 |
|         |                                     |                          |               |       |                                                                                                          | 75                        | 2,407         | 2,482 |

APPENDIX XIII-contd.

Statement showing the number of copies of the various census publications printed and their distribution-contd.

| Sl. No. | Name of Publication                   | Number of copies printed |               |       | Distribution supplied to                                                  | Number of copies supplied |               |       |
|---------|---------------------------------------|--------------------------|---------------|-------|---------------------------------------------------------------------------|---------------------------|---------------|-------|
|         |                                       | Deluxe edition           | Cheap edition | Total |                                                                           | Deluxe edition            | Cheap edition | Total |
| 1       | 2                                     | 3                        | 4             | 5     | 6                                                                         | 7                         | 8             | 9     |
| 3       | PART II-B (i) GENERAL ECONOMIC TABLES | 79                       | 1,447         | 1,526 | 1 The Registrar General, India, New Delhi                                 | 25                        | 50            | 75    |
|         |                                       |                          |               |       | 2 S.C. Os. of other States/Union Territories and other State Governments  | 25                        | 53            | 78    |
|         |                                       |                          |               |       | 3 State Government of Gujarat                                             | 10                        | 80            | 90    |
|         |                                       |                          |               |       | 4 Copies for the discretionary distribution of the S. C. O., Gujarat      | 9                         | 11            | 20    |
|         |                                       |                          |               |       | 5 Copies for the personal use of the S.C.O., Gujarat                      | 1                         | ..            | 1     |
|         |                                       |                          |               |       | 6 Copies for the office use                                               | ..                        | 5             | 5     |
|         |                                       |                          |               |       | 7 Copies for the office library                                           | 1                         | 1             | 2     |
|         |                                       |                          |               |       | 8 Preservation for next census                                            | 1                         | 6             | 7     |
|         |                                       |                          |               |       | 9 Libraries                                                               | 3                         | 59            | 62    |
|         |                                       |                          |               |       | 10 Leading Newspapers of the State                                        | ..                        | 10            | 10    |
|         |                                       |                          |               |       | 11 Leading Newspapers outside the State                                   | ..                        | 29            | 29    |
|         |                                       |                          |               |       | 12 Chief Controller of Printing and Stationery, New Delhi                 | ..                        | 1             | 1     |
|         |                                       |                          |               |       | 13 Manager of Publications, Delhi for sale                                | ..                        | 1,100         | 1,100 |
|         |                                       |                          |               |       |                                                                           | 75                        | 1,405         | 1,480 |
| 4       | PART II-B(ii)-GENERAL ECONOMIC TABLES | 79                       | 1,450         | 1,529 | 1 The Registrar General, India, New Delhi                                 | 25                        | 50            | 75    |
|         |                                       |                          |               |       | 2 S. C. Os. of other States/Union Territories and other State Governments | 25                        | 53            | 78    |
|         |                                       |                          |               |       | 3 State Government of Gujarat                                             | 10                        | 81            | 91    |
|         |                                       |                          |               |       | 4 Copies for the discretionary distribution of the S. C. O., Gujarat      | 9                         | 11            | 20    |
|         |                                       |                          |               |       | 5 Copies for the personal use of the S.C.O., Gujarat                      | 1                         | ..            | 1     |
|         |                                       |                          |               |       | 6 Copies for the office use                                               | ..                        | 5             | 5     |
|         |                                       |                          |               |       | 7 Copies for the office library                                           | 1                         | 1             | 2     |
|         |                                       |                          |               |       | 8 Preservation for next census                                            | 1                         | 6             | 7     |
|         |                                       |                          |               |       | 9 Libraries                                                               | 3                         | 58            | 61    |
|         |                                       |                          |               |       | 10 Leading Newspapers of the State                                        | ..                        | 10            | 10    |
|         |                                       |                          |               |       | 11 Leading Newspapers outside the State                                   | ..                        | 29            | 29    |
|         |                                       |                          |               |       | 12 Chief Controller of Printing and Stationery, New Delhi                 | ..                        | 1             | 1     |
|         |                                       |                          |               |       | 13 Manager of Publications, Delhi for sale                                | ..                        | 1,100         | 1,100 |
|         |                                       |                          |               |       |                                                                           | 75                        | 1,405         | 1,480 |

APPENDIX XIII-*contd.*Statement showing the number of copies of the various census publications printed and their distribution-*contd.*

| Sl. No. | Name of Publication                     | Number of copies printed |               |       | Distribution supplied to                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Number of copies supplied                                       |                                                                           |                                                                          |
|---------|-----------------------------------------|--------------------------|---------------|-------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------------------------------------------|
|         |                                         | Deluxe edition           | Cheap edition | Total |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Deluxe edition                                                  | Cheap edition                                                             | Total                                                                    |
| 1       | 2                                       | 3                        | 4             | 5     | 6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 7                                                               | 8                                                                         | 9                                                                        |
| 5       | PART II-C-CULTURAL AND MIGRATION TABLES | 77                       | 1,461         | 1,538 | 1 The Registrar General, India, New Delhi<br>2 S. C. Os. of other States/Union Territories and other State Governments . . .<br>3 State Government of Gujarat . . .<br>4 Copies for the discretionary distribution of the S. C. O., Gujarat . . .<br>5 Copies for the personal use of the S.C.O., Gujarat . . .<br>6 Copies for the office use . . .<br>7 Copies for the office library . . .<br>8 Preservation for next census . . .<br>9 Libraries . . .<br>10 Chief Controller of Printing and Stationery, New Delhi . . .<br>11 Manager of Publications, Delhi for sale                                                                                                | 25<br>25<br>10<br>9<br>1<br>..<br>1<br>1<br>3<br>..<br>..       | 50<br>53<br>79<br>11<br>..<br>4<br>1<br>6<br>58<br>1<br>1,100             | 75<br>78<br>89<br>20<br>1<br>4<br>2<br>7<br>61<br>1<br>1,100             |
|         |                                         |                          |               |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 75                                                              | 1,363                                                                     | 1,438                                                                    |
| 6       | PART III-HOUSEHOLD ECONOMIC TABLES      | 79                       | 1,461         | 1,540 | 1 The Registrar General, India, New Delhi<br>2 S. C. Os. of other States/Union Territories and other State Governments . . .<br>3 State Government of Gujarat . . .<br>4 Copies for the discretionary distribution of the S. C. O., Gujarat . . .<br>5 Copies for the personal use of the S. C. O., Gujarat . . .<br>6 Copies for the office use . . .<br>7 Copies for the office library . . .<br>8 Preservation for next census . . .<br>9 Libraries . . .<br>10 Leading Newspapers of the State . . .<br>11 Leading Newspapers outside the State . . .<br>12 Chief Controller of Printing and Stationery, New Delhi . . .<br>13 Manager of Publications, Delhi for sale | 25<br>25<br>10<br>9<br>1<br>..<br>1<br>1<br>3<br>..<br>..<br>.. | 50<br>53<br>81<br>11<br>..<br>5<br>1<br>6<br>59<br>10<br>29<br>1<br>1,100 | 75<br>78<br>91<br>20<br>1<br>5<br>2<br>7<br>62<br>10<br>29<br>1<br>1,100 |
|         |                                         |                          |               |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 75                                                              | 1,406                                                                     | 1,481                                                                    |

APPENDIX XIII-*contd.*Statement showing the number of copies of the various census publications printed and their distribution-*contd.*

| Sl. No. | Name of Publication                            | Number of copies printed |               |       | Distribution supplied to                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Number of copies supplied                                                          |                                                                                   |                                                                                  |
|---------|------------------------------------------------|--------------------------|---------------|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
|         |                                                | Deluxe edition           | Cheap edition | Total |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Deluxe edition                                                                     | Cheap edition                                                                     | Total                                                                            |
| 1       | 2                                              | 3                        | 4             | 5     | 6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 7                                                                                  | 8                                                                                 | 9                                                                                |
| 7       | PART IV-A-REPORT ON HOUSING AND ESTABLISHMENTS | 100                      | 918           | 1,018 | 1 The Registrar General, India, New Delhi<br>2 S. C. Os., of other States/Union Territories and other State Governments . . .<br>3 State Government of Gujarat . . .<br>4 Copies for the discretionary distribution of the S. C. O., Gujarat . . .<br>5 Copies for the personal use of the S.C.O., Gujarat . . .<br>6 Copies for the office use . . .<br>7 Copies for the office library . . .<br>8 Preservation for next census . . .<br>9 Libraries . . .<br>10 Leading Newspapers in the State . . .<br>11 Leading Newspapers outside the State . . .<br>12 Other Press Representatives at Press Conference . . .<br>13 Central Archaeological Library, New Delhi . . .<br>14 Chief Controller of Printing and Stationery, New Delhi . . .<br>15 Manager of Publications, Delhi for sale | 25<br>14<br>20<br>10<br>1<br>..<br>1<br>2<br>3<br>..<br>..<br>..<br>..<br>..<br>24 | 50<br>64<br>70<br>10<br>..<br>5<br>1<br>5<br>59<br>10<br>22<br>4<br>2<br>1<br>601 | 75<br>78<br>90<br>20<br>1<br>5<br>2<br>7<br>62<br>10<br>22<br>4<br>2<br>1<br>625 |
|         |                                                |                          |               |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 100                                                                                | 904                                                                               | 1,004                                                                            |
| 8       | PART IV-B-HOUSING AND ESTABLISHMENT TABLES     | 100                      | 926           | 1,026 | 1 The Registrar General, India, New Delhi<br>2 The S. C. Os., of other States/Union Territories and other State Governments . . .<br>3 State Government of Gujarat . . .<br>4 Copies for the discretionary distribution of the S. C. O., Gujarat . . .<br>5 Copies for the personal use of the S.C.O., Gujarat . . .<br>6 Copies for the office use . . .<br>7 Copies for the office library . . .<br>8 Preservation for next census . . .<br>9 Libraries . . .<br>10 Leading Newspapers in the State . . .<br>11 Leading Newspapers outside the State . . .<br>12 Other Press Representatives at Press Conference . . .<br>13 Chief Controller of Printing and Stationery, New Delhi . . .<br>14 Manager of Publications, Delhi for sale                                                   | 25<br>14<br>20<br>10<br>1<br>..<br>1<br>2<br>3<br>..<br>..<br>..<br>..<br>..<br>24 | 50<br>64<br>70<br>10<br>..<br>5<br>1<br>5<br>59<br>10<br>22<br>4<br>1<br>595      | 75<br>78<br>90<br>20<br>1<br>5<br>2<br>7<br>62<br>10<br>22<br>4<br>1<br>619      |
|         |                                                |                          |               |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 100                                                                                | 896                                                                               | 996                                                                              |

APPENDIX XIII-*contd.*

| Statement showing the number of copies of the various census publications<br>printed and their distribution- <i>contd.</i> |                                                                |                             |                  |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                            |                                                                         |                                                                         |  |
|----------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|-----------------------------|------------------|-------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|-------------------------------------------------------------------------|-------------------------------------------------------------------------|--|
| Sl.<br>No.                                                                                                                 | Name of<br>Publication                                         | Number of<br>copies printed |                  |       | Distribution<br>supplied to                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Number of<br>copies supplied                                               |                                                                         |                                                                         |  |
|                                                                                                                            |                                                                | Deluxe<br>edition           | Cheap<br>edition | Total |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Deluxe<br>edition                                                          | Cheap<br>edition                                                        | Total                                                                   |  |
| 1                                                                                                                          | 2                                                              | 3                           | 4                | 5     | 6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 7                                                                          | 8                                                                       | 9                                                                       |  |
| 9                                                                                                                          | PART V-A TABLES ON<br>SCHEDULED CASTES AND<br>SCHEDULED TRIBES | 78                          | 922              | 1,000 | 1 The Registrar General, India, New Delhi<br>2 The Superintendents of Census Operations of other States/Union Territories and other State Governments<br>3 State Government of Gujarat<br>4 Copies for the discretionary distribution of the S. C. O., Gujarat<br>5 Copies for the personal use of the S.C.O., Gujarat<br>6 Copies for the office use<br>7 Copies for the office library<br>8 Preservation for next census<br>9 Libraries<br>10 Chief Controller of Printing and Stationery, New Delhi<br>11 Manager of Publications, Delhi for sale                                                   | 25<br>25<br>11<br>9<br>1<br>..<br>1<br>1<br>3                              | 50<br>53<br>80<br>11<br>..<br>4<br>1<br>6<br>58                         | 75<br>78<br>91<br>20<br>1<br>1<br>2<br>7<br>61                          |  |
|                                                                                                                            |                                                                |                             |                  |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 76                                                                         | 889                                                                     | 965                                                                     |  |
| 10                                                                                                                         | PART VI-1 VILLAGE SURVEY<br>MONOGRAPH ON PACHHA-<br>TARDI      | ..                          | 1,020            | 1,020 | 1 The Registrar General, India, New Delhi<br>2 S. C. Os. of other States/Union Territories and other State Governments<br>3 State Government of Gujarat<br>4 Copies for the discretionary distribution of the S. C. O., Gujarat<br>5 Copies for the personal use of the S.C.O., Gujarat<br>6 Copies for the office use<br>7 Copies for the office library<br>8 Preservation for next census<br>9 Libraries<br>10 Leading Newspapers in the State<br>11 Leading Newspapers outside the State<br>12 Chief Controller of Printing and Stationery, New Delhi<br>13 Manager of Publications, Delhi for sale | ..<br>..<br>..<br>..<br>..<br>..<br>..<br>..<br>..<br>..<br>..<br>..<br>.. | 125<br>78<br>93<br>20<br>1<br>4<br>2<br>7<br>62<br>10<br>22<br>1<br>594 | 125<br>78<br>93<br>20<br>1<br>4<br>2<br>7<br>62<br>10<br>22<br>1<br>594 |  |
|                                                                                                                            |                                                                |                             |                  |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | ..                                                                         | 1,019                                                                   | 1,019                                                                   |  |

APPENDIX XIII-*contd.*

| Statement showing the number of copies of the various census publications<br>printed and their distribution- <i>contd.</i> |                                                                                                     |                             |                  |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                      |                                                                   |                                                                   |  |
|----------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|-----------------------------|------------------|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|-------------------------------------------------------------------|-------------------------------------------------------------------|--|
| Sl.<br>No.                                                                                                                 | Name of<br>Publication                                                                              | Number of<br>copies printed |                  |       | Distribution<br>supplied to                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Number of<br>copies supplied                                         |                                                                   |                                                                   |  |
|                                                                                                                            |                                                                                                     | Deluxe<br>edition           | Cheap<br>edition | Total |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Deluxe<br>edition                                                    | Cheap<br>edition                                                  | Total                                                             |  |
| 1                                                                                                                          | 2                                                                                                   | 3                           | 4                | 5     | 6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 7                                                                    | 8                                                                 | 9                                                                 |  |
| 11                                                                                                                         | PART VI-2-VILLAGE SURVEY ..<br>MONOGRAPH ON MAGDALLA                                                | 1,000                       | 1,000            |       | 1 The Registrar General, India, New Delhi<br>2 S. C. Os., of other States/Union Territories and other States Governments<br>3 State Government of Gujarat<br>4 Copies for the discretionary distribution of the S. C. O., Gujarat<br>5 Copies for the personal use of the S.C.O., Gujarat<br>6 Copies for the office use<br>7 Copies for the office library<br>8 Preservation for next census<br>9 Libraries<br>10 Chief Controller of Printing and Stationery, New Delhi<br>11 Manager of Publications, Delhi for sale                         | ..<br>..<br>..<br>..<br>..<br>..<br>..<br>..<br>..<br>..<br>..       | 100<br>78<br>91<br>20<br>1<br>4<br>2<br>7<br>62<br>1<br>575       | 100<br>78<br>91<br>20<br>1<br>4<br>2<br>7<br>62<br>1<br>575       |  |
|                                                                                                                            |                                                                                                     |                             |                  |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | ..                                                                   | 941                                                               | 941                                                               |  |
| 12                                                                                                                         | PART VII-A(1) MONO-<br>GRAPHS ON SELECTED<br>HANDICRAFTS OF GUJARAT-<br>AGATE INDUSTRY OF<br>CAMBAY | ..                          | 1,036            | 1,036 | 1 The Registrar General, India, New Delhi<br>2 S. C. Os., of other States/Union Territories and other State Governments<br>3 State Government of Gujarat<br>4 Copies for the discretionary distribution of the S. C. O., Gujarat<br>5 Copies for the personal use of the S.C.O., Gujarat<br>6 Copies for the office use<br>7 Copies for the office library<br>8 Preservation for next census<br>9 Libraries<br>10 Leading Newspapers<br>11 Chief Controller of Printing and Stationery, New Delhi<br>12 Manager of Publications, Delhi for sale | ..<br>..<br>..<br>..<br>..<br>..<br>..<br>..<br>..<br>..<br>..<br>.. | 125<br>78<br>92<br>20<br>1<br>5<br>2<br>7<br>62<br>20<br>1<br>575 | 125<br>78<br>92<br>20<br>1<br>5<br>2<br>7<br>62<br>20<br>1<br>575 |  |
|                                                                                                                            |                                                                                                     |                             |                  |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | ..                                                                   | 988                                                               | 988                                                               |  |



APPENDIX XIV

List of important files, documents and other records preserved till next census

| Sl. No. | Description                                                                                   | No. of files | Sl. No. | Description                                                                            | No. of files |
|---------|-----------------------------------------------------------------------------------------------|--------------|---------|----------------------------------------------------------------------------------------|--------------|
| 1       | 2                                                                                             | 3            | 1       | 2                                                                                      | 3            |
|         | <i>CSA-Matters pertaining to Abstraction and Tabulation of the Results of Census</i>          |              | 3       | Maintenance of General Provident Fund of Class IV employees                            | CSF-22       |
| 1       | Printing paper and binding materials for census publications                                  | CSA-6        | 4       | Compulsory subscription to Provident Fund                                              | CSF-23       |
| 2       | Supply of complimentary copies of census publications-Preparation of lists of-                | CSA-6(a)     | 5       | Establishment Returns                                                                  | CSF-24       |
| 3       | Printing of census publication                                                                | CSA-6(Pr)    | 6       | Outstanding Audit Objections and Inspection Reports                                    | CSF-25       |
| 4       | Printing of census publications of Rajasthan                                                  | CSA-6(R)     | 7       | Information about payments to contractors and non-officials                            | CSF-26       |
| 5       | Miscellaneous matters connected with central tabulation of State tables                       | CSA-8        | 8       | Quarterly statements of persons sent on deputation                                     | CSF-27       |
| 6       | Information on cost of production for specific crops in State                                 | CSA-9        | 9       | Correspondence regarding D.C. Bills from tabulation office                             | CSF-28       |
| 7       | Special sorting for migrants in Ahmedabad City                                                | CSA-10       | 10      | T. A. Bills of tabulation offices                                                      | CSF-29       |
| 8       | Administration Report-Part II-Tabulation                                                      | CSA-11       | 11      | Fixation of pay of re-employed persons                                                 | CSF-30       |
| 9       | Special Report on Ahmedabad City                                                              | CSA-12       | 12      | D.C. Bills of Superintendent of Census Operations' Office and connected correspondence | CSF-31       |
| 10      | Winding up of tabulation offices                                                              | CSA-13       | 13      | Audit Reports of Accountant General                                                    | CSF-32       |
| 11      | Working Force Estimate, 1901-1951                                                             | CSA-14       | 14      | Advance of Pay and T.A. to Government Servants                                         | CSF-33       |
| 12      | Exchange of census data with other Superintendents of Census Operations                       | CSA-15       | 15      | Service books                                                                          | CSF-34       |
| 13      | Monographs on various subjects by selected scholars-supply of statistical information         | CSA-16       | 16      | Recovery of rent from Government Servants                                              | CSF-35       |
| 14      | Distribution of census publications                                                           | CSA-17       | 17      | Important Orders on Budget                                                             | CSF-36       |
| 15      | Printing of Part II-A-B-C & III of Andaman & Nicobar Islands                                  | CSA-18       | 18      | Travelling Advance Bills                                                               | CSF-37       |
| 16      | Census Exhibition at New Delhi                                                                | CSA-19       | 19      | Income Tax Return                                                                      | CSF-38       |
|         | <i>CSF-Financial Aspects and Arrangements for the 1961 Census</i>                             |              | 20      | Inspection of tabulation offices                                                       | CSF-39       |
| 1       | Honorarium to Dist. Statistical Officers and Statistical Assistants for socio-economic survey | CSF-20       | 21      | Contingent Bills of Municipalities for Census                                          | CSF-40       |
| 2       | Monthly expenditure statements received from the tabulation offices                           | CSF-21       | 22      | Miscellaneous correspondence in respect of contingent bills of Head Office             | CSF-41       |
|         |                                                                                               |              | 23      | Compulsory Deposit Scheme                                                              | CSF-42       |
|         |                                                                                               |              | 24      | Miscellaneous correspondence in respect of pay bills, T.A. bills of Head Office        | CSF-43       |

APPENDIX XIV-contd.

List of important files, documents and other records preserved till next census-con d.

| Sl. No. | Description                                                             | No. of files | Sl. No. | Description                                                                                                                 | No. of files |
|---------|-------------------------------------------------------------------------|--------------|---------|-----------------------------------------------------------------------------------------------------------------------------|--------------|
| 1       | 2                                                                       | 3            | 1       | 2                                                                                                                           | 3            |
| 25      | Revision of payscales of State Government servants on deputation        | CSF-44       | 9       | National Defence Fund-Contribution to                                                                                       | CSM-84       |
| 26      | General Provident Fund of staff other than Class IV                     | CSF-45       | 10      | Fire-fighting equipment                                                                                                     | CSM-85       |
|         | <i>CSE-Matters pertaining to Establishment</i>                          |              | 11      | Study group to look into question of comparability of Successive Census Economic Classification set up by Registrar General | CSM-86       |
| 1       | Staff for Mechanical Tabulation Section                                 | CSE-21       | 12      | Conference of Superintendents of Census Operations at Trivandrum in February 1965                                           | CSM-87       |
|         | <i>CEN-Matters concerning Enumeration</i>                               |              | 13      | Observance of National Solidarity Day                                                                                       | CSM-88       |
| 1       | Types of Houses                                                         | CEN-31(a)    |         | <i>CNP-Matters dealing with Preliminaries of Census</i>                                                                     |              |
| 2       | Examination of 1961 Census Language Returns                             | CEN-52       | 1       | Publicity to Census Publications                                                                                            | CNP-14       |
|         | <i>CSM-Miscellaneous Matters pertaining to Census</i>                   |              |         | <i>CSG-General Matters pertaining to Census</i>                                                                             |              |
| 1       | Monthly Progress Report on Special Studies, Socio-Economic Survey, ect. | CSM-75       | 1       | Printing of District Census Handbooks                                                                                       | CSG-3(Pr)    |
| 2       | Disposal of surplus furniture on winding up of tabulation offices       | CSM-76       | 2       | State Government Establishment for District Census Handbooks                                                                | CSG-3(E)     |
| 3       | Rapid growth of Cities in Gujarat                                       | CSM-77       | 3       | Extension of Bombay Local Authorities Census Expenses Contribution Act No. XXIII of 1950                                    | CSG-45       |
| 4       | Village Cards-Maintenance of-                                           | CSM-78       | 4       | Expenditure incurred by Municipalities and its reimbursement                                                                | CSG-45(a)    |
| 5       | Study of Urbanisation in Gujarat                                        | CSM-79       | 5       | Printing of District & Taluka Maps for District Census Handbook                                                             | CSG-83       |
| 6       | Hand Printing Machine                                                   | CSM-80       |         |                                                                                                                             |              |
| 7       | Republic Day-26th January-illumination of Government Buildings on-      | CSM-81       |         |                                                                                                                             |              |
| 8       | Basic Classified Vocabulary for Regional and Major Tribal Languages     | CSM-83       |         |                                                                                                                             |              |

NOTE:  
The above list does not include files and important documents detailed in Appendices X-A and X-B of the Administration Report-Enumeration (pp.68 to 75)

APPENDIX XV

| Actual expenditure incurred on the 1961 Census operations under the prescribed heads of accounts |                                |                  |                |                |                |                      |                  |
|--------------------------------------------------------------------------------------------------|--------------------------------|------------------|----------------|----------------|----------------|----------------------|------------------|
| Head of Accounts                                                                                 | Actual expenditure incurred in |                  |                |                |                |                      | Total            |
|                                                                                                  | From May, 1960-1961            | 1961-62          | 1962-1963      | 1963-1964      | 1964-1965      | Upto 11/65 1965-1966 |                  |
| 1                                                                                                | 2                              | 3                | 4              | 5              | 6              | 7                    | 8                |
| <i>A—Superintendence</i>                                                                         |                                |                  |                |                |                |                      |                  |
| A.1 Pay of Officers . .                                                                          | 12,224                         | 25,661           | 24,626         | 25,130         | 26,899         | 18,022               | 132,562          |
| A.2 Pay of Establishment .                                                                       | 33,912                         | 64,562           | 77,069         | 95,971         | 115,500        | 74,577               | 461,591          |
| A.3 Allowances and Honoraria                                                                     | 22,446                         | 30,997           | 34,036         | 35,162         | 52,701         | 36,709               | 212,051          |
| A.4 Other charges . .                                                                            | 56,535                         | 38,840           | 37,541         | 31,594         | 28,124         | 15,363               | 207,997          |
| <i>Total : A—Superintendence . .</i>                                                             | <i>125,117</i>                 | <i>160,060</i>   | <i>173,272</i> | <i>187,857</i> | <i>223,224</i> | <i>144,671</i>       | <i>1,014,201</i> |
| <i>B—Enumeration</i>                                                                             |                                |                  |                |                |                |                      |                  |
| B.1 Pay of Establishment .                                                                       | 142,977                        | 88,129           | 204            | ..             | ..             | ..                   | 231,310          |
| B.2 Allowances and Honoraria                                                                     | 157,646                        | 101,207          | 4,196          | 11             | 193            | ..                   | 263,253          |
| B.3 Honorarium to Enumeration Staff . . .                                                        | 721,176                        | 54,496           | 2,254          | 228            | 284            | ..                   | 778,438          |
| B.4 Other charges . .                                                                            | 74,236                         | 30,051           | 315            | 1,151          | 103            | ..                   | 105,856          |
| <i>Total : B—Enumerations . .</i>                                                                | <i>1,096,035</i>               | <i>273,883</i>   | <i>6,969</i>   | <i>1,390</i>   | <i>580</i>     | <i>..</i>            | <i>1,378,857</i> |
| <i>C—Abstraction and Compilation</i>                                                             |                                |                  |                |                |                |                      |                  |
| C.1 Pay of Officers . .                                                                          | 6,638                          | 27,981           | 21,419         | 17,893         | 8,658          | 6,464                | 89,053           |
| C.2 Pay of Establishment .                                                                       | 11,109                         | 1,242,044        | 574,376        | 147,997        | 118,907        | 69,573               | 2,164,006        |
| C.3 Allowances and Honorarium . . .                                                              | 4,083                          | 81,210           | 70,936         | 27,272         | 28,959         | 22,742               | 235,202          |
| C.4 Other charges . .                                                                            | 23,717                         | 103,175          | 83,313         | 15,262         | 9,181          | 4,824                | 239,472          |
| <i>Total : C—Abstraction and Compilation : . .</i>                                               | <i>45,547</i>                  | <i>1,454,410</i> | <i>750,044</i> | <i>108,424</i> | <i>165,705</i> | <i>103,603</i>       | <i>2,727,733</i> |
| <i>rinting and Stationery . .</i>                                                                | <i>13,055</i>                  | <i>36,448</i>    | <i>30,686</i>  | <i>148,305</i> | <i>161,020</i> | <i>13,367</i>        | <i>402,881</i>   |
| <b>Grand Total . .</b>                                                                           | <b>1,279,754</b>               | <b>1,924,801</b> | <b>960,971</b> | <b>545,976</b> | <b>550,529</b> | <b>261,641</b>       | <b>5,523,672</b> |

APPENDIX XVI

| Costing statement by items of census expenditure including special studies |                                                                                                                          |            |                        |                                                                                                    |            |
|----------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|------------|------------------------|----------------------------------------------------------------------------------------------------|------------|
| Sl. No.                                                                    | Items                                                                                                                    | Amount Rs. | Sl. No.                | Items                                                                                              | Amount Rs. |
| 1                                                                          | Expenditure on pay of Superintendent and his office establishment, allowances, honorarium and office contingencies . . . | 1,014,201  | 7                      | Expenditure on Special Studies .                                                                   | 373,404    |
| 2                                                                          | Expenditure on Enumeration .                                                                                             | 1,378,857  | 8                      | Cost of paper, binding materials, etc. used for printing of State Census Publications . . . . .    | 122,265    |
| 3                                                                          | Printing charges of Enumeration Schedules. . . . .                                                                       | ..         | 9                      | Cost of production of State Census Publications excluding cost of paper, ect. . . . .              | 184,631    |
| 4                                                                          | Other enumeration printing and stationery charges . . . . .                                                              | 951        | 10                     | Other items of expenditure                                                                         |            |
| 5                                                                          | Cost of paper used for enumeration                                                                                       | 43,987     | (a)                    | Printing of forms for Sorting, Compilation and Tabulation .                                        | 40,992     |
| 6                                                                          | Expenditure on Abstraction & Compilation                                                                                 |            | (b)                    | Printing of forms for Special Studies . . . . .                                                    | 505        |
| (a)                                                                        | Expenditure on Housing Tabulation . . . . .                                                                              | 70,329     | (c)                    | Printing of forms for Fertility Survey . . . . .                                                   | 756        |
| (b)                                                                        | Expenditure on Regional Tabulation Offices . . . . .                                                                     | 1,483,739  | (d)                    | Transport and freight charges in respect of papers, binding materials, census publications, etc. . | 6,056      |
| (c)                                                                        | Expenditure on Mechanical Tabulation . . . . .                                                                           | 100,381    | (e)                    | Packing and despatching charges in respect of Census Publications                                  | 2,648      |
| (d)                                                                        | Expenditure on Central Tabulation . . . . .                                                                              | 699,880    | <b>Total . . . . .</b> | <b>5,523,672</b>                                                                                   |            |

CENSUS IMMEDIATE

APPENDIX XVII

Important Circulars on Tabulation

CENSUS CIRCULAR No. 48

Office of the Superintendent of  
Census Operations, Gujarat,  
10, Gandhi Baug, Behind Law  
College, Ahmedabad 6.  
Dated 20-2-1961.

From :  
Shri R. K. Trivedi,  
Supereintendent of Census Operations,  
Gujarat, Ahmedabad.

To  
All Collectors,  
All Charge Officers,  
Municipal Commissioner,  
Ahmedabad Municipal Corporation,  
Ahmedabad.

Subject :— Census Pads-Despatch of-

Sir,

On the conclusion of the Census enumeration, it has been decided to open four Tabulation Offices at the places mentioned below and to allot the districts and areas mentioned against each:—

| Sr. No. | Name of the Tabulation Officer with address                                                                                                                                           | District or areas allotted.                                                                                   |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| 1       | Deputy Superintendent of Census Operations (Tabulation), Ahmedabad, C/o Superintendent of Census Operations, Gujarat, 10, Gandhi Baug, Behind Law College, Ellis Bridge, Ahmedabad-6. | All the urban areas of the State of Gujarat.                                                                  |
| 2       | Deputy Superintendent of Census Operations (Tabulation), Building of Shri S. H. Mehta. Divanpara Road, Opposite Shrimaiwadi, Bhavnagar.                                               | All the rural areas of the Jamnagar, Rajkot, Junagadh, Bhavnagar, Surendranagar, Kutch, and Amreli Districts. |
| 3       | Deputy Superintendent of Census Operations (Tabulation), Jubilee Garden, Baroda.                                                                                                      | All the rural areas of the Districts of Banas-kantha, Sabarkantha, Mehsana, Ahmedabad and Kaira.              |
| 4       | Deputy Superintendent of Census Operations (Tabulation), C/o Collector, Surat.                                                                                                        | All the rural areas of the Districts of Panch-mahals, Baroda, Broach, Surat and Dangs.                        |

In accordance with the instructions contained in Census Circular No. 39 dated 14-12-1960, all the Charge Officers will have all their Census pads (except those pertaining to enumeration blocks in Port areas) and other record ready for despatch by the 10th of March, 1961. All Charge Officers should, therefore, despatch the bundles of used and unused pads of household schedules and individual slips etc., (except those in respect of blocks and circles of actual Port areas) securely packed in dealwood cases by Railway passenger train or other quickest mode of transport with special messengers to the Deputy Superintendent of Census Operations concerned. Railway freight and other charges in respect of the consignments of pads should be paid by the Charge Officers from their grants. Normally, boxes of pads and other documents should reach the Tabulation Offices by the 15th of March, 1961. However, pads pertaining to blocks in port areas will not be ready for despatch till the 20th March, 1961. The Charge Officers concerned should, therefore, arrange to send such pads on or before the 25th of March, 1961 as directed in Circular No. 27 dated 12-9-60. It must however be noted that pads of areas other than Port areas are to be sent by 15-3-61.

2. It should please be noted by the Charge Officers having both urban and rural areas under them that they will have to send their record to two Tabulation Offices. Places which have been classified as Urban have been given Roman Code No. Pads of all these Urban areas, irrespective of the fact whether they are independent charges or not are to be sent to the Deputy Superintendent of Census Operations (Tabulation), Ahmedabad and pads of all Rural areas are to be sent to the relevant Regional Tabulation Offices as mentioned above.

3. Utmost care will have to be taken in arranging and packing the bundles of pads according to the instructions already given and in despatching the consignments to the Deputy Superintendent of Census Operations concerned. On each consignment the name and full address of the consignee will have to be written in bold letters indicating thereon that the consignment pertains to the Census pads by affixing

a red label "Census Immediate", so as to ensure quick and correct despatch by the Railway authorities, who have been instructed by the Railway Board to give priority to the movement of Census slips.

4. In order to enable the Tabulation Officers to check that pads from all Census Charges in a district have been duly received, complete copies of Circle Registers for all the Circles in a charge indicating all the details with names of Supervisors for each Circle and names of Enumerators for each block with house numbers included therein together with a copy of the Charge Abstract prepared in accordance with the Census Circular No. 25 dated 14-9-60 should be sent in a separate cover to the Deputy Superintendent of Census Operations concerned by the Charge Officer, alongwith the books of pads. Taluka and Mahal Officers who have rural and urban areas within their Charge will thus have to furnish separate details to two Tabulation Offices for the relevant areas for which pads are sent to the concerned Tabulation Office. It is most essential that the Charge Abstract and Circle Registers are invariably sent with the bundles of pads, as otherwise the Tabulation Offices will have no basic data to verify the details of different blocks, circles, etc. It may please be noted that the Charge Abstracts and Circle Registers to be sent in a cover are quite different from various abstracts and summaries to be sent alongwith the bundles of pads packed in boxes in accordance with the instructions given in Census Circular No. 39. Care should also be taken to see that copies of the documents sent to the Tabulation Offices are complete and up-to-date in all respects and correspond exactly with the Location Code Numbers appearing on the slips and the Household Schedules.

Yours faithfully,  
Sd—  
(R. K. TRIVEDI)  
Superintendent of Census  
Operations, Gujarat,  
AHMEDABAD

Copy to the Deputy Superintendent of Census Operations, Ahmedabad, Baroda and Bhavnagar and Collector, Surat for information and guidance.

### ભારતની વસતિ ગણતરી, ૧૯૬૧ ગુજરાત

જનગણના અધિકારીની કચેરી,  
૧૦, ગાંધીબાગ, લો કોલેજ પાસે,  
ગુજરાત રાજ્ય, અમદાવાદ-૬.  
તા.-૨૮-૨-૬૧.

#### પરિપત્ર નંબર-૫૨

આ ઓફિસના પરિપત્ર નંબર ૩૯ તારીખ ૧૪મી ડિસેમ્બર ૧૯૬૦ના અનુક્રમણમાં જણાવવાનું કે વસતિ ગણતરીનું કામ પૂરું કર્યા બાદ ગણતરીદારે, સર્કલ સુપરવાઈઝરે, અને ચાર્ટ ઓફિસરે તેમને આપવામાં આવેલ ગણતરીદારની તારીખ, સર્કલની તારીખ, અને ચાર્ટની તારીખનાં ફોર્મ ભરવાનાં છે અને તે ફોર્મો પેટના બંધો સાથે ટ્રેવ્યુલેશન ઓફિસે પણ મોકલવાનાં છે. સદરહુ ફોર્મોમાં અગ્નિગત સ્લીપોનાં ૧૦૦ અને ૨૫ ના પેટા પૈકી કેટલાં પેટા મળ્યાં, કેટલાં વપરાયાં અને કેટલાં બિનવપરાયેલ છે તેના હિસાબ બતાવવાનો છે. સદરહુ ફોર્મોમાં કુટુંબના માહિતી પત્રકના ૫૦ અને ૨૫ નાં પેટા મળ્યાં, કેટલાં વાપર્યાં વિશે માહિતીનો ઉલ્લેખ નથી. કેટલાક કીટ્ટીંગ સેન્સસ ઓફિસરના મતનુ મુજબ અગ્નિગત સ્લીપોનાં પેટોની હિસાબની સાથે સાથે કુટુંબના માહિતી પત્રકનો હિસાબ પણ રાખવામાં આવે તો વધુ ચોકસાઈ રહેવા સંભવ છે. તે સદરહુ ફોર્મોમાં જ્યાં ૧૦૦ અને ૨૫ સ્લીપ લખેલ છે તેના ઉપર અગ્નિગત સ્લીપોનાં પેટ, અને તેની બાંતરમાં કુટુંબનાં માહિતી પત્રકનાં પેટોના હિસાબ માટે આ સાથેના નમુનામાં બતાવ્યા મુજબ કુ. મા. લખી, તેની નિચે ૫૦-૨૫ એ પ્રમાણે લખી કુટુંબના માહિતી પત્રકના હિસાબ બતાવવો. તે આ બાબતમાં લાગતા વળગતા ગણતરીદારે, સુપરવાઈઝરે તથા ચાર્ટ ઓફિસરેને સમયસર યોગ્ય સૂચના આપી આ સાથેના નમુનામાં જણાવ્યા મુજબ કુટુંબના માહિતી પત્રકનાં પેટોનો પણ હિસાબ દરેક તારીખમાં બતાવવામાં આવે એવી વ્યવસ્થા કરવા વિનંતિ છે.

પ્રતિ,  
સર્વે સમાહર્તા  
સર્વે ચાર્ટ ઓફિસર.

સહી.  
(ર. કે. ત્રિવેદી)  
સુપ્રિન્ટેન્ડન્ટ ઓફ સેન્સસ, ગુજરાત.

### ગણતરીદારની તારીખ

|                                     |                 | વ્યક્તિગત સ્લીપનાં પેડ કુ. મા.   |         |       |
|-------------------------------------|-----------------|----------------------------------|---------|-------|
|                                     |                 | ૧૦૦                              | ૨૫      | ૨૫ ૫૦ |
|                                     |                 | સ્લીપની                          | સ્લીપની |       |
| જિલ્લો.....                         | સંકેત નંબર..... | મળેલી ચોપડીઓ.....                |         |       |
| તાલુકો.....                         | સંકેત નંબર..... | વાપરેલી ચોપડીઓ.....              |         |       |
| ગામ.....                            | સંકેત નંબર..... | વાપર્યાં વગરની ચોપડીઓ.....       |         |       |
| શહેર.....                           | સંકેત નંબર..... | વપરાયેલી ચોપડીઓમાં વાપર્યાં..... |         |       |
| વોર્ડ.....                          | સંકેત નંબર..... | વગરની સ્લીપોની સંખ્યા.....       |         |       |
| વસતિ ગણતરી મુજબ વસવાટવાળાં.....     |                 | ગણતરી શરૂ કરી, તારીખ.....        |         |       |
| ધરોની સંખ્યા.....                   |                 | ગણતરી પુરી થઈ, તારીખ.....        |         |       |
| વસતિ ગણતરીનાં કુટુંબોની સંખ્યા..... |                 |                                  |         |       |

તારીખ

| એકંદર વસતિ                                          | કુલ | પુરૂષ | સ્ત્રી |
|-----------------------------------------------------|-----|-------|--------|
|                                                     |     |       |        |
| શિક્ષિત<br>(વાંચી અને લખી શકે<br>તેવા પ્રશ્ન ૬ જુઓ) |     |       |        |

તપાસ્યું અને બરાબર છે.

સુપરવાઈઝરની સહી  
તારીખ..... ૧૯૬૧

ગણતરીદારની સહી  
તારીખ..... ૧૯૬૧

## સર્કલની તારીખ

વ્યક્તિગત સ્ત્રીપત્ની યેડ કુ. મા.  
૧૦૦      ૨૫      ૨૫ ૫૦  
સ્ત્રીપત્ની    સ્ત્રીપત્ની

|                   |                 |                                                            |         |         |
|-------------------|-----------------|------------------------------------------------------------|---------|---------|
| જિલ્લો.....       | સંકેત નંબર..... | મળેલી ચોપડીઓ.....                                          | સ્તાપના | સ્તાપના |
| તાલુકો.....       | સંકેત નંબર..... | વાપરેલી ચોપડીઓ.....                                        |         |         |
| ચાર્જનું નામ..... | સંકેત નંબર..... | વાપર્યા વગરની ચોપડીઓ.....                                  |         |         |
| સર્કલ નંબર.....   | સંકેત નંબર..... | વપરાયેલી ચોપડીઓમાં<br>વાપર્યા વગરની રહીપોતી<br>સંખ્યા..... |         |         |

[illegible]

નોંધ:—૧. જો ગામ ઉજ્જડ હોય તો આસન ૧ ની નીચે  
'ઉજ્જડ' એ પ્રમાણે લખો.

૨. આસન ૨ માં ખોડાકતો નંપર તેમજ તેમાં  
આવેલાં ગામોની સંખ્યા લખો.

૩. આસન ૩ થી ૧૦ની નીચે તેનો સરવાળો મૂકા.

સુપરવાઈઝરની સહી  
તારીખ.....૧૯૬૧

ચાર્જ ઓફીસરની સહી  
તારીખ.....૧૯૬૧

## ચાર્જની તારીખ

વ્યક્તિગત સ્ત્રીપનાં પેડ કુ. મા.  
૧૦૦ ૨૫ ૨૫ ૫૦  
સ્ત્રીપની સ્ત્રીપની

|                     |                 |                                                          |                              |
|---------------------|-----------------|----------------------------------------------------------|------------------------------|
| ગ્રિહો.....         | સંકેત નંબર..... | મળેલી ચોપડીઓ.....                                        | સ્ત્રીપત્ની સ્ત્રીપત્ની..... |
| ચાર્જ.....          | સંકેત નંબર..... | વાપરેલી ચોપડીઓ.....                                      | .....                        |
| તાલુકો.....         | સંકેત નંબર..... | વાપર્યા વગરની ચોપડીઓ.....                                | .....                        |
| મ્યુનિસિપાલિટી..... |                 | વપરાયેલી ચોપડીઓમાં વાપર્યા વગરની સ્ત્રીપત્ની સંખ્યા..... | .....                        |

| સર્કલનો નંબર | વસતિ ગણતરી ધરાવતી સંખ્યા | કુટુંબોની સંખ્યા | વસતિ |       |        | શિક્ષિત |       |        |
|--------------|--------------------------|------------------|------|-------|--------|---------|-------|--------|
|              | વસવાટવાળા ધરાવતી સંખ્યા  |                  | કુલ  | પુરૂષ | સ્ત્રી | લ       | પુરૂષ | સ્ત્રી |
| ૧            | ૨                        | ૩                | ૪    | ૫     | ૬      | ૭       | ૮     | ૯      |
| એકંદર સરવાળા |                          |                  |      |       |        |         |       |        |

નોંધ:—૧. પહેલા આસનમાં સર્કલ અનુક્રમ નંબર પ્રમાણે નોંધા.

૨. ૨ થી ૬ આસનોનો સરવાળો તે આસનોની નીચે લખો.

ચાર્જ ઓફિસરની સહી  
તારીખ \_\_\_\_\_ ૧૯૬૧.

CENSUS IMMEDIATE

No. CEN-46  
Office of the Superintendent of  
Census Operations, Gujarat,  
10, Gandhi Baug, Behind Law  
College, Ahmedabad-6  
Dated 4-3-1961.

From :  
Shri R. K. Trivedi,  
Superintendent of Census Operations,  
Gujarat, Ahmedabad.

To  
All Charge Officers,  
Municipal Commissioner,  
Ahmedabad Municipal Corporation,  
Ahmedabad.

Sir,

I am to refer to this office Circular No. 48 dated 20-2-61 in which instructions have been issued regarding the manner in which the Census pads and other record are to be despatched to the Tabulation Offices concerned. In order to ensure that every block has been accounted for as also to facilitate the passing of full receipt for census records received by the Tabulation Offices concerned, I am to request you to prepare a detailed receipt in proforma A for Urban areas and proforma B for Rural areas in duplicate and to send the same alongwith the person carrying census pads and records to the Tabulation Offices concerned.

The address of the Deputy Superintendent of Census Operations (Tabulation), Ahmedabad for all the urban areas of the State is as under :—

Block No. 0/20. General Ward for Males,  
New Mental Hospital, Asarva, Asarva Railway Station.

The Census pads and all other records pertaining to the urban areas should be despatched to the above address.

2. In the absence of suitable accommodation, the Tabulation Office at Baroda will now be opened at Rajkot. The Census records which were to be sent to the Deputy Superintendent of Census Operations (Tabulation), Baroda should now be sent to the Deputy Superintendent of Census Operations (Tabulation), Rajkot, C/o. Collector, Rajkot.

Copy to All District Census Officers  
Copy to All Deputy Superintendents of  
Census Operations.

Yours faithfully,  
  
Sd/—  
(R. K. TRIVEDI)  
Superintendent of Census  
Operations, Gujarat.

PROFORMA A

Particulars of Census Records received. No. of abstracts, summaries received. No. of documents received in a separate cover.  
Charge Circle Enumerators' Charge Register Circle Registers  
Summary Summary Abstract Abstract Abstract

Name of the District & Location Code No.

| Sr.<br>No. | Name of Taluka               |                   | Name of the City or Non-City Town |     | Serial No. of the Ward | Serial No. of Circle | Serial No. of Blocks in each Circle | No. of pads of individual slips received |        |      |        | No. of pads of household schedules received |        |    |  | Remarks |
|------------|------------------------------|-------------------|-----------------------------------|-----|------------------------|----------------------|-------------------------------------|------------------------------------------|--------|------|--------|---------------------------------------------|--------|----|--|---------|
|            | Loca-<br>tion<br>Code<br>No. | Location<br>Code. | Code.                             | No. |                        |                      |                                     | Used                                     | Unused | Used | Unused | Used                                        | Unused |    |  |         |
|            |                              |                   |                                   |     |                        |                      |                                     |                                          |        |      |        |                                             |        |    |  |         |
|            |                              |                   |                                   |     |                        |                      |                                     |                                          |        |      |        |                                             |        |    |  |         |
| 1          | 2                            | 3                 | 4                                 | 5   | 6                      | 7                    | 8                                   | 9                                        | 10     | 11   | 12     | 13                                          | 14     | 15 |  |         |

PROFORMA B

Particulars of Census records received. No. of abstracts received No. of documents received in a separate cover  
Charge Circles Blocks Charge Register Abstract Circle Registers

| Sl. No. | Name of the District and Location code No. |                 |                      | No. of Blocks in each Circle | No. of pads of individual slips received |    |        |    | No. of pads of household schedules received |    |        |    | Remarks |
|---------|--------------------------------------------|-----------------|----------------------|------------------------------|------------------------------------------|----|--------|----|---------------------------------------------|----|--------|----|---------|
|         | Name of Taluka                             | Name of Village | Serial No. of Circle |                              | Used                                     |    | Unused |    | Used                                        |    | Unused |    |         |
|         |                                            |                 |                      |                              | 100                                      | 25 | 100    | 25 | 50                                          | 25 | 50     | 25 |         |
| 1       | 2                                          | 3               | 4                    | 5                            | 6                                        | 7  | 8      | 9  | 10                                          | 11 | 12     | 13 | 14      |

પરિપત્ર નંબર-૫૨

જનગણના અધિકારીની કચેરી,  
૧૦, ગાંધીબાગ, લા કેવેજની પાછળ,  
અમદાવાદ-૬ તા. ૪-૩-૧૯૬૧.

વસતિ ગણતરી દરમિયાન ફરલાક ચાર્જ ઓફીસર તરફથી ગણતરીદારની તારીખ, સર્કલની તારીખ તથા ચાર્જની તારીખનાં ફોર્મમાં દર્શાવેલ “વસતિ ગણતરી મુજબ વસવાટવાળાં ઘરોની સંખ્યા” અને “વસતિ ગણતરી કુટુંબોની સંખ્યા”ના આસનમાં કેવી રીતે હકાકન ભરવી એ પ્રમાણે પ્રશ્ના ઉપરિચિત થતાં આ અંગે નીચે મુજબ માર્ગદર્શન આપવામાં આવે છે :—

૧. વસવાટવાળાં ઘરોનો અર્થ રહેડાણ તરીકે વપરાતાં ઘરો - આમાં ફક્ત રહેડાણ માટે વપરાતાં ઘરો ઉપરાંત દુકાન સાથે રહેડાણ, કમરેશાળા સાથે રહેડાણ વગેરે ઘરોના સમાવેશ થશે. અર્થાત ઘરની યાદીના આસન નંબર ૩ માં ગયાં રહેડાણ અથવા અર્ધ રહેડાણવાળાં ઘરો હશે તેના સમાવેશ આમાં થશે અને તેવાં ઘરોની એકંદર સંખ્યા આ આસનમાં લખવાની છે.

૨. તે જ પાના ઉપર વસતિ ગણતરીનાં કુટુંબોની સંખ્યા વસવાટવાળાં ઘરોની નીચે લખવાની છે. વસતિ ગણતરીની પરિભાષામાં જે કુટુંબ ઘરો ધરાવી યાદીના આસન ૧૬માં બતાવ્યાં હશે અને જેમાં રહેનારા માણસો માટે કુટુંબનું માહિતી પત્રક તેમજ વ્યક્તિગત સ્લીપો ભરવામાં આવી હશે તેવાં કુટુંબ ઘરોની એકંદર સંખ્યા લખવાની છે.

આ ઓફીસના પરિપત્ર નં. ૩૯ તા. ૧૪-૧૨-૬૦ અનુસાર આ ફોર્મ કેવી રીતે ભરવો તેની વિસ્તારપૂર્વક સૂચના આપવામાં આવી છે છતાં પણ આ સાથે જોડેલાં નમૂનામાં વસવાટવાળાં ઘરો અને વસતિ ગણતરી કુટુંબોની સંખ્યા કેવી રીતે ભરવાની છે તે નમૂના દાખલ બતાવ્યું છે તેા તે પ્રમાણે સર્વ તારીખનાં ફોર્મ ભરાવશો.

પ્રતિ,

સર્વે જનગણના અધિકારી,  
સર્વે ચાર્જ ઓફીસર.

સહી  
(૨. કે. ત્રિવેદી)  
જનગણના અધિકારી,  
ગુજરાત.

સર્કલની તારીખ

|              |                  |            |    | વ્યક્તિગત સ્લીપ પેડ કુ. મા.    |         |    |       |
|--------------|------------------|------------|----|--------------------------------|---------|----|-------|
|              |                  |            |    | ૧૦૦                            | ૨૫      | ૫૦ | ૨૫    |
|              |                  |            |    | સ્લીપની                        | સ્લીપની |    |       |
| જિલ્લો       | અમદાવાદ          | સંકેત નંબર | ૧૧ | મળેલી ચોપડીઓ                   | ૫૧      | ૪૦ | ૨૦ ૧૫ |
| તાલુકો       | અમદાવાદ સીટી     | સંકેત નંબર | ૧  | વાપરેલી ચોપડીઓ                 | ૫૧      | ૩૭ | ૨૦ ૧૫ |
| ચાર્જનું નામ | અમદાવાદ          |            |    | વાપર્યાં વગરની ચોપડીઓ          | —       | ૩  | — —   |
|              | મ્યુ. કોર્પોરેશન | સંકેત નંબર | IV | વપરાયેલી ચોપડીઓમાં             |         |    |       |
| સર્કલ નંબર   | ૯                |            |    | વાપર્યાં વગરની સ્લીપોની સંખ્યા | —       | ૧૮ | — ૧૪  |

| ગામ/શહેર<br>વોર્ડનું નામ | ખેત્રોક<br>નંબર | વસતિ ગણતરી પ્રમાણે<br>ઘરોની સંખ્યા |                     | વસતિ  |       |        | શિક્ષિત |       |        |
|--------------------------|-----------------|------------------------------------|---------------------|-------|-------|--------|---------|-------|--------|
|                          |                 | વસવાટવાળાં<br>ઘરોની સંખ્યા         | કુટુંબોની<br>સંખ્યા | કુલ   | પુરૂષ | સ્ત્રી | કુલ     | પુરૂષ | સ્ત્રી |
| ૧                        | ૨               | ૩                                  | ૪                   | ૫     | ૬     | ૭      | ૮       | ૯     | ૧૦     |
| અમદાવાદ<br>૨ખીઆલ         | ૧               | ૧૪૮                                | ૧૫૦                 | ૬૫૦   | ૩૨૩   | ૩૨૭    | ૨૦૮     | ૧૦૮   | ૧૦૦    |
|                          | ૨               | ૧૪૫                                | ૧૪૫                 | ૬૦૬   | ૨૯૬   | ૩૧૦    | ૩૦૧     | ૧૫૨   | ૧૪૯    |
|                          | ૩               | ૧૪૬                                | ૧૪૮                 | ૬૧૦   | ૩૦૮   | ૩૦૨    | ૨૨૦     | ૧૧૮   | ૧૦૨    |
|                          | ૪               | ૧૪૭                                | ૧૪૯                 | ૭૨૦   | ૩૭૬   | ૩૪૪    | ૪૦૦     | ૨૨૩   | ૧૭૭    |
|                          | ૫               | ૧૫૦                                | ૧૫૦                 | ૭૦૧   | ૩૫૦   | ૩૫૧    | ૩૫૦     | ૨૮૧   | ૬૯     |
|                          | ૬               | ૧૫૫                                | ૧૬૦                 | ૬૯૫   | ૩૪૭   | ૩૪૮    | ૩૦૭     | ૧૫૨   | ૧૫૫    |
|                          | ૭               | ૧૬૦                                | ૧૬૧                 | ૬૫૨   | ૩૧૧   | ૩૪૧    | ૩૨૭     | ૧૬૩   | ૧૬૪    |
|                          | ૮               | ૧૪૫                                | ૧૪૬                 | ૬૪૮   | ૩૨૧   | ૩૨૭    | ૪૨૬     | ૨૧૩   | ૨૧૩    |
|                          | ૯               | ૧૫૦                                | ૧૫૨                 | ૭૨૫   | ૩૬૩   | ૩૬૨    | ૨૯૨     | ૧૯૫   | ૯૭     |
| સર્કલનો<br>સરવાળો        |                 | ૧,૩૪૬                              | ૧,૩૬૧               | ૬,૦૦૭ | ૨,૯૯૫ | ૩,૦૧૨  | ૨,૮૩૧   | ૧,૬૦૫ | ૧,૨૨૬  |

- નોંધ:—૧. જે ગામ ઉજ્જડ હોય તેા આસન ૧ ની નીચે ‘ઉજ્જડ’ એ પ્રમાણે લખો.
૨. આસન ૨ માં ખેતોકનો નંબર તેમજ તેમાં આવેલાં ગામોની સંખ્યા લખો.
૩. આસન ૩ થી ૧૦ની નીચે તેનો સરવાળો મૂકો.

સુપરવાઈઝરની સહી  
તારીખ ૭—૩—૧૯૬૧

ચાર્જ ઓફીસરની સહી  
તારીખ ૧૦—૩—૧૯૬૧

## ગણતરીદારની તારીખ

|                                                     |         |            |    | કુ. મા.                    |             |        |     |
|-----------------------------------------------------|---------|------------|----|----------------------------|-------------|--------|-----|
|                                                     |         |            |    | ૧૦૦                        | ૨૫          | ૫૦     | ૨૫  |
|                                                     |         |            |    | સ્ત્રીપત્રી                | સ્ત્રીપત્રી |        |     |
| જિલ્લો                                              | અમદાવાદ | સંકેત નંબર | ૧૧ | મળેલી ચોપડીઓ.              | ૬           | ૬      | ૨ ૩ |
| તાલુકો                                              | અમદાવાદ | સંકેત નંબર | ૧  | વાપરેલી ચોપડીઓ.            | ૬           | ૬      | ૨ ૩ |
| ગામ                                                 | અમદાવાદ | સંકેત નંબર | IV | વાપર્યા વગરની ચોપડીઓ.      | ...         | ...    | ... |
| શહેર                                                |         |            |    | વપરાયેલી ચોપડીઓમાં વાપર્યા |             |        |     |
| શહેર                                                |         |            |    | વગરની સ્ત્રીપત્રી સંખ્યા.  | ...         | ૮      | ... |
| વોર્ડ                                               | સરસપુર  | સંકેત નંબર | ૨૨ | ગણતરી શરૂ કરી તારીખ        | ૧૦-૨-૬૧     |        |     |
| ગણતરી મુજબ વસવાટવાળાં                               |         |            |    | ગણતરી પુરી થઈ તારીખ        | ૪-૩-૬૧      |        |     |
| ધરોની સંખ્યા                                        |         |            |    | સર્કલ નંબર                 | ૮           |        |     |
| વસતિ ગણતરીનાં કુટુંબોની સંખ્યા                      |         |            |    | બ્લોક નંબર                 | ૪           |        |     |
|                                                     |         |            |    | તારીખ                      |             |        |     |
|                                                     |         |            |    | કુલ                        | પુરુષ       | સ્ત્રી |     |
| એકંદર વસતિ                                          |         |            |    | ૭૪૨                        | ૩૮૩         | ૩૫૯    |     |
| શિક્ષિત<br>(વાંચી અને લખી શકે<br>તેવા પ્રશ્ન ૬ જુઓ) |         |            |    | ૩૮૯                        | ૨૬૬         | ૧૨૩    |     |

તપાસ્યું અને બરાબર છે.

સુપરવાઈઝરની સહી  
તારીખ ૭-૩-૧૯૬૧ગણતરીદારની સહી  
તારીખ ૫-૩-૧૯૬૧

## ચાજની તારીખ

|                |              |                         |                  | વ્યક્તિગત સ્ત્રીપત્રી પેડ કુ. મા. |             |        |        |
|----------------|--------------|-------------------------|------------------|-----------------------------------|-------------|--------|--------|
|                |              |                         |                  | ૧૦૦                               | ૨૫          | ૫૦     | ૨૫     |
|                |              |                         |                  | સ્ત્રીપત્રી                       | સ્ત્રીપત્રી |        |        |
| જિલ્લો         | અમદાવાદ      | સંકેત નંબર              | ૧૧               | મળેલી ચોપડીઓ                      | ૧૩,૪૩૦      | ૪,૪૮૦  | ૪,૫૦૦  |
| ચાજ            | અમદાવાદ સીટી | સંકેત નંબર              | ૧                | વાપરેલી ચોપડીઓ                    | ૧૩,૩૫૦      | ૪,૪૪૬  | ૪,૪૬૮  |
| તાલુકો         | અમદાવાદ      | સંકેત નંબર              | IV               | વાપર્યા વગરની ચોપડીઓ              | ૮૦          | ૩૪     | ૩૨     |
| મ્યુનિસિપાલિટી |              |                         |                  | વપરાયેલી ચોપડીઓમાં                |             |        |        |
|                |              |                         |                  | વાપર્યા વગરની સ્ત્રીપત્રી         |             |        |        |
|                |              |                         |                  | સંખ્યા                            | ૧,૩૪૩       | ૫૧૦    | ૪૪૬    |
| સર્કલનો નંબર   |              | વસતિ ગણતરી ધરોની સંખ્યા | વસતિ             | શિક્ષિત                           |             |        |        |
|                |              | વસવાટવાળાં ધરોની સંખ્યા | કુટુંબોની સંખ્યા | કુલ                               | પુરુષ       | સ્ત્રી |        |
| ૧              | ૨            | ૩                       | ૪                | ૫                                 | ૬           | ૭      | ૮      |
| ૧              | ૧,૩૪૬        | ૧,૩૬૧                   | ૬,૦૯૭            | ૨,૯૮૭                             | ૩,૦૨૦       | ૨,૮૩૧  | ૧,૬૦૫  |
| ૨              |              |                         |                  |                                   |             |        |        |
| ૩              |              |                         |                  |                                   |             |        |        |
| ૪              |              |                         |                  |                                   |             |        |        |
| ૫              |              |                         |                  |                                   |             |        |        |
| થી             |              |                         |                  |                                   |             |        |        |
| ૨૮             |              |                         |                  |                                   |             |        |        |
| એકંદર સરવાળો   | ૨૬૦,૩૧૩      | ૨૬૦,૦૦૦                 | ૧,૨૯૦,૨૫૦        | ૬૮૦,૧૦૭                           | ૬૧૦,૧૪૩     | ૭૦,૮૧૮ | ૪૩,૬૫૬ |

નોંધ:—૧. પહેલા આસનમાં સર્કલ અનુક્રમ નંબર  
પ્રમાણે નોંધો.૨. ૨ ની ૯ આસનોનો સરવાળો તે આસનોની  
નીચે લખો.ચાજ ઓફિસરની સહી.  
તારીખ ૧૦-૩-૧૯૬૧

જનગણના અધિકારીની કચેરી,  
૧૦, ગાંધીમાર્ગ, શ્રો કોલેજની પાછળ,  
અમદાવાદ-૬. તા. ૨૮-૩-૧૯૬૬.

## ભારતની વસતિ ગણતરી, ૧૯૬૧

### ગુજરાત

### વર્ગીકરણ પરિપત્ર નં. ૧.

વસતિ ગણતરીનું કામ ત્રુદા ત્રુદા વિભાગમાં પહેલાંયેલું છે.- (૧) ગણતરી (૨) વર્ગીકરણ અને પત્રકો અને (૩) રિપોર્ટ. ખરેખર ગણતરી પુરી થયા બાદ થોડા અગત્યનો તબક્કો હોય શકે થાય છે. અને તે જે રીતે ગણતરી દરમ્યાન બરાઈ છે તેનું ત્રુદા ત્રુદા પત્રકો માટે વર્ગીકરણ કરવાનું આ કામ અત્યંત ચોકસાઈથી અને નિશ્ચિત પદ્ધતિ અને કાર્યક્રમ મુજબ કરવાનું છે. માટે, તે અંગેની સર્વ સૂચનાઓ પ્રત્યેક કર્મચારીએ - સોર્ટર, કમ્પાઈલર એકર, સુપરવાઈઝર ઈત્યાદી બધા સંભાળપૂર્વક સમજ લેવાની જરૂર છે.

૨. વર્ગીકરણનું કામ ટેબ્યુલેશન ઓફિસમાં શરૂ કરતા પૂર્વે વસતિ ગણતરીના કામ માટે જે જે સંજ્ઞાઓ તથા વ્યાખ્યાઓના ઉપયોગ થયા છે તે અંગેની બે પુસ્તિકાઓ (૧) પરને નંબર આપવા તથા ચાલી બનાવવા અંગેની સૂચના (૨) ગણતરીદારને સૂચનાઓ તથા (૩) તેને અનુસંગિક પરિપત્રોની નકલો પ્રત્યેક કર્મચારીને આપવામાં આવશે. તેના સંભાળપૂર્વક અભ્યાસ કરવાથી કામમાં સારી એવી સરળતા રહેશે. તદઉપરાંત તાલીમના સમય દરમ્યાન શ્રી ડેપ્યુટી સુપ્રિન્ટેન્ડન્ટ સાહેબ તરફથી પણ વિસ્તૃત સૂચનાઓ આ બાબતના ખાસ વર્ગમાં આપવામાં આવશે. આટલી પૂર્વે ભૂમિકા પછી જેમને વર્ગીકરણના કામ માટે લ થક ગણવામાં આવ્યા હશે તેમની પાસે આ કામગીરી શરૂ કરાવવામાં આવશે.

૩. વર્ગીકરણના કામ અંગે કેટલીક આવશ્યક માહિતી નીચે મુજબ છે

વર્ગીકરણનું કામ માત્ર શહેરી વિસ્તારો માટે અમદાવાદની ટેબ્યુલેશન ઓફિસમાં અને ગ્રામ વિસ્તાર માટેનું ગાંધીની ઓફીસોમાં થશે. આ બન્ને વિસ્તારો માટે કામગીરીના પ્રકારમાં થોડો ફેર છે જે આગળ ઉપર બેવામાં આવશે.

ટેબ્યુલેશન ઓફિસમાં સૌથી પહેલું કામ રલીષોની તપાસગીનું છે. પ્રત્યેક સોર્ટરને ગણતરીદારની રલીષો તેમજ કુટુંબના માહિતી પત્રકનાં પેઠ અમુક જગ્યામાં આપવામાં આવશે. રલીષોનાં પેઠ બે બતનાં છે. ૧૦૦ રલીષોવાળાં અને ૨૫ રલીષોવાળાં તેવી જ રીતે કુટુંબના માહિતી પત્રકનાં પેઠ ૫૦ અને ૨૫ રલીષનાં હશે. ગ્રામ વિસ્તારમાં દરેક ગામ માટે અને શહેરી વિસ્તાર માટે દરેક બ્લોક માટે ઈલાયદું બંડલ આપવામાં આવશે. ગ્રામ વિસ્તારમાં એક ગામનું બંડલ બીજા ગામના બંડલ સાથે બળી ન બંધ અને શહેરી

વિસ્તારમાં એક બ્લોકનું બંડલ બીજા બ્લોકના બંડલ સાથે બળી ન બંધ તેની ખાસ તકેદારી અમુક સમય મુખી રાખવાની છે.

### રલીષોની તપાસગી

સોર્ટી પ્રથમ તમને આપેલા પેઠની રલીષોમાં આ સાથે બંડલ ચાલીમાં જણાવ્યા મુજબ ત્રુદા ત્રુદા પ્રશ્નોના ઉત્તરનો એક બીજા સાથે બરાબર મેળ મળી રહે છે કે કેમ તેની ખાતરી કરી લેવી બાદ કોઈ પ્રશ્નોના ઉત્તર અપાયા ન હોય અને તેના સામેનું આસન ખાલી હોય તો આ અગત્યના દુર કરવા માટે ત્રુદી સૂચનાઓ આપી છે તે મુજબ રલીષોમાં સરો સુધારો કરી લેવો. અને ત્યારબાદ છેવટે કોઈ દેખીતી ભૂલ હોય તો તે તપાસ સુપરવાઈઝરના હક્ક ઉપર મૂકી તેની સૂચના મુજબ પદનો સુધારો કરવો.

### શહેરી વિસ્તાર માટે

૧ શ્રો તબક્કો - સંજ્ઞાઓ આપવા વિશે.

સંજ્ઞા અને કોટ નંબરો માત્ર શહેરી વિસ્તારમાં ધંધાકીય બાબતો અંગેના પ્રશ્ન નં. ૧૦ (અ) તથા (બ) અને પ્રશ્ન નં. ૧૧ (અ) તથા (બ) ના જવાબો માટે લખવાના છે.

પ્રશ્ન નં. ૧૦ (અ) તથા ૧૧ (અ) માં કામના પ્રકારના કોડ નંબર અને પ્રશ્ન નં. ૧૦ (બ) તથા ૧૧ (બ)માં ઉદ્યોગોના પ્રકાર વિશેના કોટ નંબરો લખવાના છે. આ બાબતની પુસ્તિકા અને વિસ્તૃત સમન્વિત તાલીમ દરમ્યાન તેઓને આપવામાં આવશે. સંજ્ઞા નંબરો સ્વચ્છ અને સુવાચ્ય ઓંકડામાં લખવાના છે. બની શકે તો દરેક પ્રકારના સંજ્ઞા નંબર માટે એટલે કે ૧૦ (અ) અને ૧૧ (અ) તેમજ ૧૦ (બ) અને ૧૧ (બ) લીટીની જગાળી બાન્દુએ ત્રુદા ત્રુદા રંગની શાટીમાં લખવાની ઝોડવાળુ રાખવાથી વર્ગીકરણના કામમાં સારી એવી અનુકૂળતા થશે. તદઉપરાંત એવી પણ ઝોડવાળુ રાખવામાં આવશે કે એક જ વ્યક્તિ એકજ પ્રશ્નના જવાબના કોટ નંબર લખવાનું કામ કરશે કે જેથી આ કામમાં થોડા સમય બાદ તેના ઉપર પુરતી ચોકસાઈ તથા ઝટપ આવે દા. ત. જેઓ પ્રશ્ન ૧૦(અ) માટે કોટીંગ કરતા હશે તેઓ આખા પેઠનું કોટીંગ પુરૂ કર્યા બાદ એ પેઠનું ૧૦(બ) નું કામ કરનારને આપશે. બાદ પ્રશ્ન ૧૧ (અ) નું કામ કરનાર પાસે આ પેઠ જશે અને છેવટે ૧૧(બ)નું કામ કરનાર પાસે કોટીંગનું કામ પુરૂ થશે. આ કામ ખરે અને ચોકસાઈવાળું થાય તેટલા સાફે બધા જ સંભાળ રાખવાની અને કોટીંગના કામ ઉપર સતત અને ચોપતી દેખરેખ રાખવાની જરૂર છે. તદઉપરાંત આ પ્રમાણે કોટીંગનું કામ પુરૂં થયા બાદ તેની સ્વતંત્ર તપાસગી જે તે સુપરવાઈઝરે કરી લેવાની છે. કે જેથી કામમાં કંઈ ભૂલ રહી ગઈ હોય તો તે તાત્કાલિક દુર કરી શકાય તેવીજ રીતે ડેપ્યુટિ સુપ્રિ. એ પણ ચાલુ કામ દરમ્યાન આ કામ ઉપર સતત દેખરેખ રાખવાની છે. વધુમાં કોટીંગનું કામ ચાલે તે દરમ્યાન દરરોજ સાંજના છઠ્ઠા પડનાં પહેલાં ડેપ્યુટિ સુપ્રિન્ટેન્ડન્ટે આ કામના નિષ્ણાતો સાથે ચર્ચા વિચારણા કરી જે

બહુ અગર ખાતરી કામ દરમિયાન બેવામાં આવે તે દુર કરવા માટેની સૂચનાઓ થી કાઢી સંજ્ઞા આપવાનું કામ કરનારને તેની જરૂરી સમન્વિત આપવા ઝોડવાળુ રાખવી કે જેથી પછીનું કામ બૂલ વિનાનું થઈ શકે.

રંગે તબક્કો - ઉપર મુજબ રલીષોની તપાસગીનું કામ પુરૂ થયા બાદ તેના વર્ગીકરણનું કામ હાથ ધરવાનું છે. આ કામ બે તબક્કામાં થશે. સોર્ટી પહેલાં સોર્ટર્સ ટીકીટ નં. ૧, ૨, અને ૩ માટે વર્ગીકરણ કરવાનું કામ હાથ ધરવામાં આવશે. આ ત્રણ સોર્ટર્સ ટીકીટ ઉપરથી (Primary Census Abstract) જેને વસતિ ગણતરીની પ્રાથમિક તારીજ કહેવામાં આવે છે તે તૈયાર કરવામાં આવશે. બાદ વર્ગીકરણના છેલ્લા અને મુખ્ય તબક્કાની કામગીરી હાથ ધરવામાં આવશે. વર્ગીકરણના પહેલાં ભાગની કામગીરી શરૂ કરતાં પૂર્વે પ્રત્યેક ગણતરીદારના બ્લોકનાં બેટલા પેઠ હશે તેની તમામ રલીષો પેઠમાંથી છુટી પાડવામાં આવશે પરંતુ તેમ કરતાં પૂર્વે બીજા પરિપત્રમાં જણાવ્યા મુજબ ધરબાર વગરના તેમજ સંસ્થામાં રહેલી વસતિના પુરૂષ અને સ્ત્રીની સંખ્યાના આંકડા તારતી સોર્ટર ટીકીટ નં. ૧માં તેની નોંધ લેવી બેંઈશે. બાદ રલીષો પેઠમાંથી છુટી પાડવામાં આવશે. આ અંગેની ઈલાયદી સૂચના અનુસાર, સોર્ટર્સ ટીકીટ નં. ૩નું વર્ગી કરણ પુરૂં થયા બાદ તપાસ હસ્તક બેટલા બ્લોકની રલીષો હશે તેમાંથી પ્રત્યેક બ્લોક માટે બંધિતાર નિરક્ષર, અને ભણેલા તેમજ ફેળવણી પામેલા માણસો તથા નવ પ્રકારના ઔદ્યોગિક વિભાગોમાં “ કામ કરનારા ” તેમજ “ કામ નહિ કરનારા ” અને છેવટે ૦-૧૪, ૧૫-૩૪, ૩૫-૫૮ અને ૬૦ ની ઉંમરના વિભાગોમાં પણ વર્ગીકરણ થયા મુજબનાં જુદાં જુદાં બંડલોમાં તૈયાર થશે. આ રીતે ૧૬૦ પ્રકારનાં બંડલો તમારા હસ્તક તૈયાર થશે. સોર્ટર ટીકીટ નં. ૪ ભરાયા બાદ આ ૧૬૦ બંડલ પૈકી પ્રત્યેક બંડલની રલીષો (૧) મોટાં શહેરો એટલે કે ૧ લાખ અને તે ઉપરનાં શહેરો માટે તેમજ (૨) જિલ્લાના એકત્રિત કરેલાં શહેરો માટે હવે પછીનાં વર્ગીકરણ સાફ જે અલગ શહેરી એકમ નક્કી કરવામાં આવે તેના તમામ બ્લોકો માટે એકત્રિત કરી શકાશે. બીજા સબ્જોમાં કહીએ તો અત્યાર સુધી જે વર્ગીકરણ દરેક બ્લોકવાર થયું હતું અને તેના માટે અલગ અલગ બંડલ બ્લોકવાર બાંધવામાં આવ્યાં હતાં તેને બદલે ઉપર મુજબના સમગ્ર શહેરી એકમ માટેની રલીષો ૧૬૦ બંડલમાં વહેંચાઈ જશે.

સોર્ટર્સ ટીકીટ નં. ૧ થી ૪ અંગેની કામગીરીની વહેંચણી સામાન્ય રીતે એવી રીતે કરવામાં આવશે કે એક સોર્ટર હસ્તક ૨૦,૦૦૦ કે તેથી ઓછી વસતિ વાળા શહેરોનું વર્ગીકરણ અને તેના અંગે ટીકીટ નં. ૧ થી ૪ તૈયાર કરવાનું કામ ફાળવી શકાય. આ તબક્કાની કામગીરી દરમ્યાન પહેલી ચાર ટીકીટોના વર્ગીકરણનું કામ બ્લોકવાર થશે. મોટાં શહેરોની બાબતમાં એક આખા વોર્ડની રલીષો સામાન્ય રીતે એક સોર્ટરને આપી શકાશે. અને ગ્યાં વોર્ડ નાના હશે ત્યાં એકથી વધુ વોર્ડનું કામ એક સોર્ટરને સોંપી શકાશે.

ઉપર મુજબ સોર્ટર્સ ટીકીટ નં. ૧ થી ૪ માટેનું વર્ગીકરણ પુરૂં થયા બાદ જુદા જુદા બંડલો ઉપર તમને મળેલ સૂચના મુજબ રબર સ્ટેમ્પ લગાવી તેમાં જરૂરી વિગતની નોંધ રલીષોનાં બંડલના પ્રકાર અંગે તમારા હસ્તકનાં તમામ બંડલો સોર્ટર્સ ટીકીટ નં. ૧ થી ૪ સાથે તમારા સુપરવાઈઝરને સુપ્રત કરવાં એટલે બીજા તબક્કાનું કામ પુરૂં થશે.

**ત્રીજો તબક્કો -** તૈયાર કરેલી પેટીઓમાં રલીષોની વહેંચણી તથા સોર્ટર્સ ટીકીટ નં. ૫ થી ૨૬ સુધીનું વર્ગીકરણ અને સોર્ટર્સ

ટીકીટ બનાવવા તેમજ કમ્પાઈલર્સ પોસ્ટીંગ સ્ટેટમેન્ટ તૈયાર કરવા વિષે :-

હવે પછીના અને છેવટના તબક્કાના વર્ગીકરણ માટે એક લાખ અને તે ઉપરની વસતિ વાળાં પ્રત્યેક શહેરને અથવા તો તેથી ઉતરતાં કક્ષાનાં એક જ જિલ્લાનાં તમામ શહેરોની વસતિ એકથી દોઢ લાખની થતી હશે તો તેમને સોર્ટર ટીકીટ નં. ૪ માટે જુદા એકમ ગણવામાં આવશે. પરંતુ એકજ જ જિલ્લાના એક લાખથી ઓછી વસતિવાળાં શહેરોની વસતિ દોઢ લાખ ઉપરાંતની હશે તો તેના માટે બે કે તેથી વધુ ટીમ હસ્તક તેનું વર્ગીકરણ કરવામાં આવશે. તે એવી રીતે કે દરેક ટીમ હસ્તક એક બીજાની લાગુ આવેલાં શહેરોની રલીષોની વહેંચણી કરવામાં આવે. પરંતુ એક જ ટીમ હસ્તક કોઈ એક જિલ્લાની લાખ નાચેલી વસતિના તમામ શહેરોનું વર્ગીકરણ સોર્ટરની સંખ્યા વધારીને સગવડતા ભરી રીતે થઈ શકે તેમ હશે તો ઉપરની મર્યાદાને વળગી રહેવાની જરૂર નથી.

સોર્ટર ટીકીટ નં. ૪ ના વર્ગીકરણ બાદ તમારી પાસે મોટાં શહેરોના પ્રત્યેક વોર્ડ માટે તેમજ પ્રત્યેક નાનાં શહેર માટેની રલીષો બંધિતાર જુદી થયેલી હશે. તદુપરાંત નિરક્ષર, ભણેલા તેમજ ફેળવણી પામેલા માણસો તથા નવ પ્રકારના ઔદ્યોગિક વિભાગોમાં “ કામ કરનારા ” તેમજ “ કામ નહિ કરનારા ” અને છેવટે ૦-૧૪, ૧૫-૩૪, ૩૫-૫૮ અને ૬૦ ની ઉંમરના વિભાગોમાં પણ વર્ગીકરણ થયા મુજબનાં જુદાં જુદાં બંડલોમાં તૈયાર થશે. આ રીતે ૧૬૦ પ્રકારનાં બંડલો તમારા હસ્તક તૈયાર થશે. સોર્ટર ટીકીટ નં. ૪ ભરાયા બાદ આ ૧૬૦ બંડલ પૈકી પ્રત્યેક બંડલની રલીષો (૧) મોટાં શહેરો એટલે કે ૧ લાખ અને તે ઉપરનાં શહેરો માટે તેમજ (૨) જિલ્લાના એકત્રિત કરેલાં શહેરો માટે હવે પછીનાં વર્ગીકરણ સાફ જે અલગ શહેરી એકમ નક્કી કરવામાં આવે તેના તમામ બ્લોકો માટે એકત્રિત કરી શકાશે. બીજા સબ્જોમાં કહીએ તો અત્યાર સુધી જે વર્ગીકરણ દરેક બ્લોકવાર થયું હતું અને તેના માટે અલગ અલગ બંડલ બ્લોકવાર બાંધવામાં આવ્યાં હતાં તેને બદલે ઉપર મુજબના સમગ્ર શહેરી એકમ માટેની રલીષો ૧૬૦ બંડલમાં વહેંચાઈ જશે.

દરેક સોર્ટરને બે પેટીઓ આપવામાં આવશે. જેમાંથી એકમાં પુરૂષોની અને બીજીમાં સ્ત્રીઓની રલીષો રાખવી - પ્રત્યેક સોર્ટરને એક જ પ્રકારના ઔદ્યોગિક વિભાગની ચા “ કામ નહિ કરનાર ” વિભાગની રલીષો આપવામાં આવશે. પરંતુ તે સોર્ટરે તે ઔદ્યોગિક વિભાગની રલીષોનું એટલે કે નિરક્ષર, ભણેલા, તેમજ ફેળવણી પામેલાનું તેમજ જુદું દરેક ઉંમરના વિભાગના માણસોની રલીષોનું જુદું વર્ગીકરણ કરવાનું રહેશે. ટીકીટ નં. ૬નું વર્ગીકરણ પુરૂં થયા બાદ નિરક્ષર, ભણેલા, અને ફેળવણી પામેલા માણસોની રલીષો એકત્ર કરી શકાશે. તેમજ જુદી જુદી ઉંમરના વિભાગોની રલીષો સોર્ટર ટીકીટ નં. ૮ ના વર્ગીકરણ બાદ કરવી બેંઈશે.

સોર્ટર ટીકીટ ૪ નું કામ પુરૂં કરી ૫ (અ) નું કામ શરૂ કરતાં પહેલાં જે બે પેટીઓ આપવામાં આવશે તેમાંના દરેક બંડલો માટે

બે ઓળખ પત્રો Indentification Card હશે. દરેક બંદલની સ્વીચો તપાસી તે બંદલને કલ્પના બંને કાર્ડોમાં સારી કરી તેમાંનું એક કાર્ડ સુપરવાઈઝરને સુપ્રત કરવું અને બીજું કાર્ડ બંદલ સાથે સંભાળીને બળવી રાખવું. જુદા જુદા વિભાગનાં બંદલો પેટ્રીમાં કાર્ડ ભાડે ગોઠવી જુદાં જુદાં રાખવામાં આવે તેની ખાસ કાળજી રાખવી.

(તમને એક કરતાં વધુ ઔદ્યોગિક વિભાગનાં બંદલો આપવામાં આવ્યાં હશે તો પ્રત્યેક બંધા વિભાગનાં બંદલો જુદાં રાખવાં પડશે અને દરેક વિભાગમાં જુદી જુદી બલનાં યુપ જુદાં રાખવાં પડશે.)

ચેતવણી - કોઈ એક બલની સ્વીચ બીજી બલની સ્વીચ બંદે બેળવાઈ નહિ બચ તે ખાતર સોટરે એક બંદલનું સોટરિંગ કામ પુરું થયેથી બંદલ તૈયાર કરી સોટર ટીક્રેટ ભરી પેટ્રીમાં થોડા જગ્યાએ રાખ્યા બાદ બીજું બંદલ લઈ કામ શરૂ કરવાનું છે. તેની ખુબ જ કાળજી રાખવી જોઈશે. સુપરવાઈઝરે પણ સતત દેખરેખ અને સંભાળ રાખવાની રહેશે.

તમારે એકા વખતે સોટરિંગ માટે એક પેટ્રી લેવી. પેટ્રીમાંનાં દરેક બંદલોનું સોટરિંગ તથા સોટર ટીક્રેટો તૈયાર થાય કે તરત તે પેટ્રી તથા તૈયાર કરેલી સોટરની ટીક્રેટ સુપરવાઈઝરને આપવી. અને સુપરવાઈઝર તે એક કરે તે દરમિયાન બીજી પેટ્રીમાંનાં બંદલોનું સોટરિંગ શરૂ કરવું.

તમારી પાસે કોઈ એક ઔદ્યોગિક વિભાગમાં “કામ કરનાર” થા “કામ નહિ કરનાર” ના વિભાગની અમલ, બહેલા, થા ફેળવણી પામેલાઓની નુદી નુદી ઉમરના વિભાગમાં વહેંચાયેલી સ્વીચોનાં બંદલો હશે. દા. ત. બંદલો નીચે પ્રમાણે હશે.

|               |                          |
|---------------|--------------------------|
| અમલ           | બહેલા અને ફેળવણી પામેલા. |
| ૦ - ૧૪        | ૦ - ૧૪                   |
| ૧૫ - ૩૪       | ૧૫ - ૩૪                  |
| ૩૫ - ૫૯       | ૩૫ - ૫૯                  |
| ૬૦ +          | ૬૦ +                     |
| ઉમર નહિ લખેલી | ઉમર નહિ લખેલી            |

સુપરવાઈઝર - સોટરે તેમજ કમ્પાઈલર ચેકરના કામના ખરાખરા માટે સુપરવાઈઝરને જવાબદાર ગણવામાં આવશે. અને જે

સોટર ટીક્રેટના સાચાપણ માટે સુપરવાઈઝરે સહી કરી હશે તેમાં બંધા માલમ પડશે તો તેની રાખત નોંધ લેવામાં આવશે. સોટરે કોઈએક ટીક્રેટ માટેનું વર્ગીકરણ પૂરું કર્યાનું જાહેર થાય કે તુરત સુપરવાઈઝરે તેની પાસે જઈ તેના કામના ખરાખરાની ખાતરી કરી લેવી જોઈશે. દરેક ખાતામાં મૂકેલી સ્વીચોનું વર્ગીકરણ બરાબર થયું છે તે પ્રથમ તપાસી લેવું. તદુપરાંત પ્રત્યેક બંદલ સો સ્વીચમાં બાંધેલું હશે. તેમાંથી થોડીક કાઢી લઈ બાકીની સોટરને ગણવા આપવી અને સંખ્યાની ખાતરી કરવી. ખાતે કાઢી લીધેલી સંખ્યા સોટરને જણાવવાની નથી તે ખાસ લક્ષમાં રાખવું. સુપરવાઈઝરે “મીસેલેનીઅસ સોટરિંગ ફોર્મ પ”માં દરેક સોટરના કામની નોંધ રાખવી જોઈશે. અને દર અઠવાડિયે “મીસેલેનીઅસ સોટરિંગ ફોર્મ નં. ૬”માં રિપોર્ટ કરવાનો રહેશે.

**કમ્પાઈલર ચેકર** - દરેક કમ્પાઈલર ચેકરે પાંચથી છ સોટર ના વર્ગીકરણના કામ ઉપર દેખરેખ રાખવાની છે. અને સોટર ટીક્રેટના ઓંકડાની કમ્પાઈલસ પોસ્ટરિંગ સ્ટેઈટમેંટમાં નોંધ કરવાની છે. જ્યારે સોટરિંગ ચાલુ હોય ત્યારે કમ્પાઈલર ચેકરે સતત ચકાસણી કરી ખાતરી કરવી જોઈશે કે સોટરિંગમાં બૂલ થાય છે કે કેમ. સોટરિંગ પુરું થયા બાદ “બીજીઅન હોલમાંની” સ્વીચોની સંખ્યા ગણીને સોટર ટીક્રેટમાં લખેલી હશે તો તેની ફરીથી ગણતરી કરી ટીક્રેટમાં લખેલી સંખ્યા સાથે મેળવણી કરી ખાતરી કરવી જોઈશે કે સોટરની ગણતરી ખરી છે કે કેમ અને સોટર ટીક્રેટમાં નોંધેલી સંખ્યા બરાબર છે કે કેમ? શરૂઆતમાં થોડી વધુ બૂલો થશે. પરંતુ થોડાજ સમયના અનુભવ બાદ બીલકુલ બૂલ નહિ થાય એવી પ્રગતિ સાધી શકાય તે માટે કમ્પાઈલર ચેકરે સતત કાળજી અને દેખરેખ રાખવી જોઈશે. જે કોઈ સોટર બૂલો વિનાનું કામ નહિ આપી શકતો હોય તો તરત તે બાબત સુપરવાઈઝરના ધ્યાન પર લાવવી જોઈશે. કમ્પાઈલર ચેકરે ફેરવું શું ચેક કર્યું તેની નોંધ રાખી દરરોજ સાંજે સુપરવાઈઝરને રિપોર્ટ આપવો જોઈશે.

ઉપરની સૂચનાઓ ચુસ્ત પહે અમલ કરવા સર્વે ઉપયુક્તિ સુધી. ઓફ સેન્સસ આપરેશન્સ તથા અન્ય કમંચારીઓને અનુરોધ કરવામાં આવે છે.

સહી  
(ર. કે. ત્રિવેદી)  
સુપ્રીન્ટેન્ડેન્ટ ઓફ સેન્સસ  
આપરેશન્સ,  
ગુજરાત રાજ્ય, અમદાવાદ.

### વ્યક્તિગત ગણતરી સ્વીચમાં જે જવાબો ભરવા રહી ગયા હોય તે સંબંધી સૂચના

**સવાલ ૧ (બ)**—કુટુંબના મુખ્ય માણસ સાથેનો સંબંધ

જ્યાં આ પ્રશ્ન સામે નોંધ કંઈ ન હોય ત્યાં મુખ્ય માણસ સાથે કોઈ સંબંધ નથી એમ ગણવું.

**સવાલ ૨** છેલ્લા જન્મ દિવસે ઉંમર

વર્ગીકરણના હેતુ માટે જ્યાં ઉંમર લખી ન હોય ત્યાં ‘ઉંમર લખાઈ નથી’ તેમ ગણવાનું છે.

**સવાલ ૩** વૈવાહિક દરજ્જો

જે આ સવાલનો જવાબ લખાયો ન હોય તો ૨૧ વર્ષની નીચેના પુરુષો અને ૧૬ વર્ષની નીચેની સ્ત્રીઓને અપરિણિત અને બાકીના ને પરિણિત ગણવા.

**સવાલ ૪ (અ)** જન્મ સ્થળ

જ્યાં આ સવાલનો જવાબ લખાયો હોય ત્યાં ‘જગા’ એટલે જે ગામ અગર શહેરમાં ગણતરી થતી હોય ત્યાં જન્મેલા છે એમ લખવું.

**સવાલ ૪ (બ)** જન્મનું ગામ

**સવાલ ૪ (અ)** ના જવાબમાં જ્યાં ‘જગા’ લખ્યું હોય ત્યાં તે શાખાની સ્વીચ રાહેરી કે ગ્રામ વિસ્તારની હોય તે મુજબ ‘ગા’ અગર ‘શ’ એ મુજબ ગણવું.

**સવાલ ૪ (ક)** જે અન્ય સ્થળે જન્મ થયો હોય તો વસવાટની મુદત

જ્યાં આ સવાલનો જવાબ લખાયો ન હોય ત્યાં ચોકડી x મૂકવી.

**સવાલ ૫ (અ)** રાષ્ટ્રિયતા

જ્યાં આ સવાલનો જવાબ લખાયો ન હોય ત્યાં તેજ કુટુંબના બીજા સભ્યોની રાષ્ટ્રિયતા દાખલ કરવી.

**સવાલ ૫ (બ)** ધર્મ

જ્યાં આ સવાલનો જવાબ લખાયો ન હોય ત્યાં તેજ કુટુંબના બીજા સભ્યોના ધર્મ મુજબ જવાબ લખવા.

**સવાલ ૫ (ક)** અ. બ./અ. જ. બ

જ્યાં આ સવાલનો જવાબ લખાયો ન હોય ત્યાં તેજ કુટુંબના બીજા સભ્યોના જે જવાબો લખાયા હોય તે મુજબ ભરવું.

**સવાલ ૬.** અક્ષરજ્ઞાન અને ફેળવણી

જ્યાં આ સવાલનો જવાબ લખાયો ન હોય ત્યાં જે સવાલ ૧૧ અને ૧૨ ના જવાબ ઉપરથી તે બહેલો છે એમ ખાતરી થાય નહિ તો અમલ ગણવો.

**સવાલ ૭ (અ)** માતૃભાષા

જ્યાં આ સવાલનો જવાબ લખાયો ન હોય ત્યાં જે તેજ કુટુંબના બીજા સભ્યો વિષેની નોંધ ઉપરથી સ્પષ્ટ રીતે જુદી ભાષા જણાય નહિ, તો જિલ્લાની ભાષા લખવી.

**સવાલ ૭ (બ)** બીજી ભાષાઓ

જ્યાં આ સવાલનો જવાબ લખાયો ન હોય ત્યાં તે માણસ બીજી ભાષાઓ જાણતો નથી એમ ગણવું.

**સવાલ ૮-૧૨.** જે સવાલ ૮ થી ૧૨ના જવાબ લખાયા ન હોય તો તે માણસને આશ્રિત ગણવો.

**સવાલ ૧૩.** જાતિ

જેમને માટે આ સવાલનો જવાબ લખાયો ન હોય તો તેમની જાતિ તેમના નામ ઉપરથી અથવા સવાલ ૧ માં મુખ્ય માણસ સાથેના સંબંધ ઉપરથી નક્કી કરવી.

જનબાબતા આધિકારીની કચેરી,  
ગાંધીનગર, લો કોલેજ  
પાછળ, અમદાવાદ-૬  
તા. ૩૦-૩-૧૯૬૬

### વર્ગીકરણ પરિપત્ર નંબર-૨

#### વિષય-સ્લીપોની તપાસણી માટેની સૂચના

વર્ગીકરણ અંગેના પરિપત્ર નંબર ૧માં જણાવ્યા પ્રમાણે સ્લીપોની તપાસણીનું કામ તમારે હાથ ધરવાનું છે. તે અંગેની સૂચનાઓ નીચે મુજબ છે.

તપાસણી દરમ્યાન (૧) આ નીચે આપેલી સગવડો મુજબ તુદા તુદા પ્રશ્નોના ઉત્તરની એક બીજ સાથે બરાબર મેળ મળી રહે છે કે કેમ તેની ખાતરી કરી લો અને તે કોઈ અસંગતતા જણાય તો તમારા સુપરવાઈઝરને પુછી તેમની સૂચના મુજબ યોગ્ય સુધારો કરવો. ત્યારબાદ (૨) સાથો સાથ કોઈ પ્રશ્નોના ઉત્તર અપાયા ન હોય તો આ નીચે આપેલી સૂચનાઓ મુજબ રસીપમાં યરતો સુધારો કરી અપૂર્ણતા દૂર કરવી અને (૩) હિન્દુ કોઈ દેખીતી ભુલ હોય તો તે હકીકત તમારા સુપરવાઈઝરના હાથ ઉપર લાવી તેમની સૂચના મુજબ જરૂરી ફેરફાર કરી લેવો.

વસતિ ગણતરીની વ્યક્તિગત રસીપના તુદા તુદા પ્રશ્નોના જવાબોની સુસંગતતા તપાસવા અંગે:-

**(૧) પ્રશ્ન ૪(અ) જન્મરથળ** - તે શહેરી વિસ્તાર અથવા ગ્રામ વિસ્તારમાં વસતિ ગણતરી થતી હોય તેજ રથળે તે કોઈ વ્યક્તિનો જન્મ થયો હોય તો આ પ્રશ્નના જવાબમાં “જગા” લખેલું હશે તો પ્રશ્ન ૪(ક) ના જવાબમાં “x” લખેલ હશે. અને પ્રશ્ન ૪(બ) ના જવાબમાં શહેરી વિસ્તાર માટે “શ” અને ગ્રામ્ય વિસ્તાર માટે “ગા” લખેલ હશે. ૪(અ) જન્મ સ્થળમાં “જગા” લખેલું હોય, શહેરનો કોડ નંબર રોમન અક્ષરમાં લખેલ હશે તો ૪(બ) સામેના વર્ગમાં “શ” લખેલ હશે અને ૪(ક) સામે ચોક્કસ મુકી હશે.

૪(અ)માં “જગા” લખેલી હોય તો તે ગામની રસીપ હોય તેનો સમાવેશ શહેરની યાદીમાં છે કે કેમ તેની ખાતરી કરો. અને શહેર હોય તો ૪(ક) સામેના વર્ગમાં “શ” અને યાદીમાં નામ ન હોય તો “ગામ” લખેલ છે કે કેમ તે તપાસો.

**પ્રશ્ન ૫(બ) અને ૫(ક)** - પ્રશ્ન ૫(ક)માં અનુસૂચિત જાતિનું નામ લખેલ હોય તો, પ્રશ્ન ૫(બ) “ધર્મ”ના જવાબમાં “હિ” અથવા “શી” લખેલું હોય તે કોઈ અસંગતતા કારણ કે અનુસૂચિત જાતિના માત્ર હિન્દુ કે શીખ ધર્મમાં જ હોય છે.

**પ્રશ્ન ૮ થી ૧૧ અને ૧૨** - પ્રશ્ન ૮ થી ૧૧ ના જવાબમાં x હોય તોજ પ્રશ્ન ૧૨ના જવાબમાં વ્યક્તિ શું કરે છે તે લખેલું હશે. પ્રશ્ન ૮ થી ૧૧ પૈકી કોઈપણ પ્રશ્નના જવાબમાં કામ દર્શાવેલું હશે તો પ્રશ્ન ૧૨ ના જવાબમાં અવશ્ય “x” હશે.

#### ટેબ્યુલેશન ઓફિસના સોફ્ટવેર કમ્પાર્ટિસર ચેકરો તથા સુપરવાઈઝરોને ઉપયોગી સૂચના

**વ્યક્તિગત રસીપ** - રસીપી પ્રારંભ દરેક રસીપ ઉપર સ્થળ નિર્દેશ (Locational Code) લખેલો હોય તે ઠીક. ત્યાં કોઈ વ્યક્તિગત રસીપ ઉપર આ નંબર લખવા સહી અથવા હોય ત્યાં તેજ કુટુંબના સભ્યોની રસીપ ઉપરથી આ નંબર સહેલાઈથી મળી આવેલો હોય તો ખરી લેવા. અવગણ્યાદિ થયું. વિસ્તારનો સ્થળ નિર્દેશ રાજ્ય આકાશના નીચે મુજબ છે. (૧) જલ્લાનો નંબર-૧૬ (૨) તાલુકાનો નંબર-૧ (૩) રથ. વિસ્તારનો નંબર-IV (૪) વોર્ડ નં. (૫) રાઉન્ડ નંબર (૬) બ્લોક નંબર (૭) ઘર નંબર.

બીજા શહેરી વિસ્તારમાં સ્થળ નિર્દેશ નીચે મુજબ પાંચ આકાશનો છે. (૧) જલ્લાનો નંબર (૨) તાલુકાનો નંબર (૩) શહેરી વિસ્તારનો નંબર રોમન આકાશમાં (૪) વોર્ડ નંબર (૫) ઘર નંબર.

ગ્રામ વિસ્તારનો સ્થળ નિર્દેશ ચાર આકાશના હશે (૧) જલ્લાનો નંબર (૨) તાલુકાનો નંબર (૩) ગામનો નંબર (૪) ઘર નંબર.

ગણતરીદારને સૂચનાઓની પુષ્ટિકાના અભ્યાસ કરતા સમયે કે પ્રશ્ન નંબર ૪(ક) અને (૬) ના જવાબમાં “x” અથવા લખાણ લેઈ શકે. બાકીનામાં કોનો “x” કે કોનો લખાણ હશે. પરંતુ કોઈપણ પ્રશ્ન સામેની કોઈ જવાબ અથવા ખાલી કોઈ શકે નહીં.

**સવાલ ૨ ઉંમર** - આ સવાલના જવાબમાં ઉંમર હમીશ પૂરા વરસોમાં લખવાની છે. તે કોઈ બાળકને એક વરસ પૂરું ન થયું હોય તો ઉંમરના પ્રશ્નના જવાબમાં “o” આવશે અને તેને તમારે એક વરસ નીચેના જાણવાના છે. તે ઉંમર ૧૨<sup>1</sup>/<sub>2</sub>, ૧૬<sup>1</sup>/<sub>2</sub> વિગેરે હશે તો-૧૨, ૧૬ એમ પૂરા વરસમાં જાણવાની છે. અને ઉપરના ભાગ જતો કરવાનો છે. તે આ પ્રશ્નનો જવાબ લખેલો ન હોય તો તમારે કંઈ સુધારો કરવાનો નથી. અને તમને ન જાણેલી વયના (Age not stated) ના વર્ગમાં લઈ જવાના છે. કયા પ્રશ્નના અનુસંધાનમાં કયા “x” “o” કે લખાણ આવશે તે જાણવાનું લેઈ શકો.

**સવાલ ૩ વૈવાહિક દરજ્જો** - તે આ પ્રશ્નના જવાબમાં કોઈ વિગત લખેલી ન હોય તો ૨૧ વરસ ઉપરના પુરૂષ અને ૧૬ વરસ ઉપરની સ્ત્રીઓને પરણીત તરીકે ગણવી. અને તે નીચેની ઉંમરનાને અપરિણીત ગણવા.

**૪-અ જન્મ રથળ** - માળસનો જન્મ ગણતરીના સ્થળે થયેલો હોય ત્યાં “જગા” (અર્થે જન્મનું ગામ) એમ લખેલ હશે. આના કેસોમાં પ્રશ્ન ૪(ક) ના જવાબ અનુક્રમમાં આપેલ હોય ત્યાં અવશ્ય “x” ચોક્કસ હોવી લેઈ શકો.

તે માળસનો જન્મ ગણતરીના સ્થળે નહિ પરંતુ ગણતરી સ્થળ ને જલ્લામાં આવેલું હોય તેજ જલ્લામાં થયેલ હશે ત્યાં “જ” લખેલું હશે. કેટલાક કેસોમાં આ પ્રશ્નના જવાબમાં “જ” ના બદલે જન્મ સ્થળ લખેલ હશે. આવા કેસોમાં ૪(બ) નો જવાબ

વર્ગમાં “જા” અથવા “શ” લખેલ હશે તે બરાબર છે કે કેમ તેની ખાતરી સૂચનાઓની પુષ્ટિકાના પાન નં. ૪૨-૪૮ ઉપર મુજરાત રાજ્યના શહેરી વિસ્તારોની યાદી આપેલી છે તે ઉપરથી કરી આ સ્થળ યાદીમાં આપેલ શહેરો પૈકીનું હોય તો જ “શ” લખવો અને “જા” લખેલું હોય તો સુધારવું. તે સિવાયનું જન્મ સ્થળ લખેલું હોય તો તેને અવશ્ય “જા” જ બતાવવાનું છે. તે મુજરાત રાજ્યના બીજા જિલ્લામાં જન્મ લખેલ હોય તો તે જલ્લાનું નામ લખવું લેઈ શકો. પરંતુ તે બીજા જિલ્લાનું નામ ન લખ્યું હોય અને કદાચ સ્થળનું જ નામ લખ્યું હોય તેવા કેસોની નોંધ તમારે ધ્યાનથી રાખી સુપરવાઈઝરને આપવી. અને તે ઉપર સુપરવાઈઝર નિર્ણય આપશે. આ નોંધ કરતી વખતે સ્થળ નિર્દેશ તમારે પૂરેપૂરો લખી લેવો કે લેલી ખાતરી કરી જિલ્લાનું ખરું નામ લખી શકાય. ગણતરીના જલ્લા સિવાયના મુજરાત રાજ્યના બીજા જિલ્લામાં આવેલ કોઈ શહેરમાં જન્મ થયેલ હોય તો તેમણે પુષ્ટિકામાં આપેલી યાદી ઉપરથી નહીં કરી શકાયો.

તે જન્મનું રાજ્ય સિવાયના વિસ્તારમાં જન્મ થયો હોય તો જિલ્લાનું અને રાજ્યનું નામ લખવાનું છે. તે આ હકીકત અધુરી હોય તો તેની નોંધ સ્થળ નિર્દેશ સહિત તમારા સુપરવાઈઝરને આપો તે ઉપરથી સુપરવાઈઝર જિલ્લા તથા રાજ્યનું નામ નક્કી કરી આપશે.

તે જન્મ બીજા રાજ્યમાં થયેલ હોય તો તે સ્થળ “જા” કે “શ” પૈકી જે રીતે વર્ગવામાં આવેલ હોય તેને માન્ય રાખવું. તે આ પ્રશ્નના જવાબમાં કોઈ હકીકત આપેલી ન હોય તો રસીપ ને વિસ્તારની હોય તે મુજબ “જા” કે “શ” લખવું. બીજા કેસોમાં જન્મ સ્થળનું વર્ગીકરણ કરવાની જરૂર નથી.

**પ્રશ્ન ૪ (ક)** - જે સ્થળે વસતી ગણતરી થતી હોય તેજ તે જન્મનું સ્થળ હોય તો આ પ્રશ્નના જવાબમાં “x” મુકેલી હોવી લેઈ શકો. અને તે મુજબ ન હોય તો જરૂરી સુધારો કરવો. તે સિવાયના સ્થળે જન્મ થયેલો હોય તો આ પ્રશ્નના જવાબમાં કેટલા વરસની માણસ આ સ્થળે રહે છે તેની વિગત પૂરા થયેલા વરસમાં લખવાની છે. તે કોઈ કિસ્સામાં વરસ પૂરું ન થયું હોય તો o મીકું મુકવાનું છે.

**સવાલ ૫ અ** - આ પ્રશ્નના જવાબમાં તે કોઈ રસીપ ઉપર જવાબ લખવાનો રસી થયો હોય તો તે જ કુટુંબના બીજા સભ્યોની સંપ્રિયતા મુજબ આ સંપ્રિયતા ગણવી.

**સવાલ ૫(બ)** - ધર્મ માટે પણ ઉપર મુજબ.

**સવાલ ૧(ક) અનુસૂચિત જાતિ અને અનુસૂચિત જનજાતિ** - ત્યાં આ સવાલનો જવાબ લખાયેલ ન હોય ત્યાં તેજ કુટુંબના બીજા સભ્યોની રસીપા ઉપરથી સુધારો કરવો.

ગણતરીદારની સૂચનાની પુષ્ટિકાની ચોપડીના પા. નં. ૩૧ થી ૩૫ ઉપર મુજરાત રાજ્યમાં આ બે અનુસૂચિત જાતિ અને અનુસૂચિત જનજાતિની યાદી આપવામાં આવેલી છે. યાદીઓ બે પ્રકારની છે. (૧) એકમાં જેમને અનુસૂચિત ગણવાના છે તેની જાતિ તથા

જનજાતિ (આદિવાસી) તેમનાં નામો આપવામાં આવેલાં છે. બીજા યાદીમાં આ જાતિ અથવા જનજાતિ તુદા તુદા જિલ્લામાં જે સંગ્રામ અથવા સમાન અર્થમાં જોવામાય છે તેના પર્થાય શબ્દો વાળાં નામો આપવામાં આવેલાં છે. નોંધેલ જાતિ આ પૈકીની જાતિ કે જનજાતિ હોય તો જ તે અનુસૂચિત જાતિ કે અનુસૂચિત જનજાતિ ગણાશે. અને તે સિવાયની જાતિ અનુસૂચિતજાતિ કે “અનુસૂચિત જનજાતિ” તરીકે બતાવેલ હોય તો તેને તે મુજબ ગણવાની નથી. પરંતુ તે સિવાયની બતાવવા “x” ચોક્કસ મુકવી.

**૬ અક્ષરજ્ઞાન** - આ પ્રશ્નના જવાબમાં દરેક પાંચ વરસની નીચેનું બાળક અમણ ગણવાનું છે. અને તે માટે તમારે “o” મીકું મુકવાનું છે. ત્યાં જવાબ લખેલો ન હોય ત્યાં તે શખ્સને અમણ ગણવો. પરંતુ પ્રશ્ન ૧૧ અને ૧૨ ના જવાબો ઉપરથી તે ભણેલો હોવાનું માલુમ પડે તો તે મુજબ સુધારો ડેપુટી સુપ્રિન્ટેન્ડન્ટ સાહેબને પુછીને જ કરવો.

**૭ અ માતૃભાષા** - એ પ્રશ્નનો જવાબ લખાયેલ ન હોય તો જે જલ્લામાં ગણતરી થઈ હોય તે જિલ્લાની ભાષાને માતૃભાષા દાખલ કરવી. પરંતુ જે કુટુંબના બીજા સભ્યોની રસીપા ઉપરથી બીજા કોઈ ભાષા હોવાનું ચોક્કસ રીતે માલુમ પડતું હોય તો તે મુજબ લખવું.

**૭ બ** - આ પ્રશ્નના જવાબમાં માતૃભાષા ઉપરાંત કેટલી ભાષા આવડે છે તે લખવાનું છે. પ્રશ્નના જવાબમાં કોઈપણ ભાષા લખેલી ન હોય તો વ્યક્તિ બીજા કોઈ ભાષા નજીવો નથી એમ ગણવાનું છે. પરંતુ જે બે થી વધુ ભાષાઓ માતૃભાષા ઉપરાંત આવડે છે તેમ લખેલું હોય તો પ્રથમ બે ભાષાને મંજૂર રાખવી અને વધારાની રદ કરવી.

માતૃભાષા ને જ બીજા ભાષા તરીકે દર્શાવેલી હોય તો ત્યાં ચોક્કસ મુકવી.

**૮ ખેડૂત** - જે પ્રશ્ન ૮ ના જવાબમાં “ખે” લખેલું હોય તો તેને ખેડૂત તરીકે ગણવો.

**૯ ખેતમજૂર** - જે પ્રશ્ન ૯ ના જવાબમાં “ખે. મ.” લખેલું હોય તો તેને ખેતમજૂર ગણવો.

**૧૦ ક** - આ પ્રશ્નનો જવાબ Δ માં કરવાનો છે અને જે સદરહુ ઇસમ શબ્દોમાં નોંધેલ હોય તોજ “નો” લખવાનો છે. બાકીના કિસ્સામાં ચોક્કસ મુકવાની છે. જે Δ માં “નો” સિવાય “મા” “એકા” “કુકા” લખ્યું હોય તો “x” મુકી દેવી.

**૧૧ (અ) અને (બ)** - પૈકી કોઈ આસન ખાલી હશે તો તેનો સંબંધિત જવાબ ૧૧(ક) માંથી મળવા સંભવ છે. માટે તેને અનુસરીને ઘડતો સુધારો દે. સુપ્રિન્ટેન્ડન્ટને પુછી કરી લેવો. તેવી જ રીતે ૧૧ (ક) માં પણ કંઈ નિશાની લખેલી ન હોય તો તે માટે પણ દે. સુપ્રિન્ટેન્ડન્ટની સૂચના મેળવવી જેથી ૧૧ (અ) (બ) ઉપરથી કયો નિશાની મુકી શકાય તેમ છે તે તેઓ નક્કી કરશે.

**૧૧ (ક)** - આ પ્રશ્નના જવાબમાં “મા” “નો” “એકા” અથવા “કુકા” એ ચાર પૈકી એક વર્ગીકરણ અવશ્ય હશે.

શુદ્ધિકર્મોની વ્યાખ્યા ગજપતરીદારને સુચનાની પુસ્તિકાના પાન ૧૯ ઉપર આપેલી છે. તે મુજબ જે શહેરી વિસ્તારમાં કોઈએ ઘરમાં આપેલો હોય તેનેજ શુદ્ધિકર્મોગ્રહણનો છે. ગ્રામ્ય વિસ્તારમાં ઘરમાં અથવા ગામમાં જે કોઈએ આપેલો હોય તે તે શુદ્ધિકર્મોગ્રહણનો. તદ્દરૂપમાં સદરૂઢ શુદ્ધિકર્મોમાં કોઈપણ બતાવવા ક્રિયા કે પ્રક્રિયા, મંગલન, સર્વિસોંગ અવશ્ય પડતો હોયતો જોઈએ. અને તેમાં કુટુંબનો મુખ્ય માણસ અથવા કુટુંબનો કોઈ સભ્ય અથવા મુખ્ય માણસ અને સભ્યો બાળ હોવા તે આવશ્યક છે.

અને બાદ સખવાની જરૂર છે કે વાનગી દુકાન, દાકતરની દુકાન, પરમ, હોટલ વિગેરે શુદ્ધિકર્મો નથી. તદ્દરૂપમાં કોઈએ કામ પણ શુદ્ધિકર્મોમાં ગણી ગણવા નહિ.

**૧૨.** જે પ્રશ્ન ૮ થી ૧૨ માં જવાબ બીજાકે લખવા ન હોય તેો તેવા માણસને આશ્રિત ગણા કોલમ ૫૨માં “આ” લખવું.

ફેરલીકલ્પર “નિયા” ધરકાળ વિગેરે જે આર્થિક પ્રવૃત્તિની વ્યાખ્યામાં આવતા ન હોય તેવાઓને પ્રશ્ન ૮ થી ૧૨માં બતાવ્યા હોય તેો તેનાં સુધારો કરી તે જવાબ પ્રશ્ન ૧૨માં લખવો.

**પ્રશ્ન ૧૩—**જે આ પ્રશ્નનો જવાબ લખાયેલ ન હોય તેો તેનું નામ અથવા કુટુંબના મુખ્ય માણસ સાથેના સંબંધ ઉપરની સદરૂઢ ઈસમ “પુ” કે “સ્રી” છે તે તકી કરતાં અને તે મુજબ લખવું. એ બાબત બાસ લક્ષમાં રાખવાની જરૂર છે કે ઉપરની સુચનાઓ શિવારના કોઈપણ બનાવો સુધારો વધારો કે સુપ્રિન્ટેન્ડેન્ટની સંમતિ શિવાય કરવા નહિ.

### ધર વગરના અને સંસ્થામાં રહેતા માણસોની સંખ્યા જુદી તારવવા બાબત

ઉપર મુજબ તમને આપવામાં આવેલા રક્ષીઓની તપાસણીનું કામ પુરૂ થયેથી કુટુંબના માહિતી પત્રકના પેટની તારીખ ઉપરથી દરેક ગામ આ બ્લોક માટે સંસ્થામાં રહેતા માણસો તેમજ ધરબાર

વગરના માણસોની સંખ્યા તપાસવાનું કામ હાથપર લેવાનું છે. કુટુંબના માહિતી પત્રકની તારીખ ઉપર સંસ્થામાં રહેતામા માણસોની સંખ્યા ગજપતરીદારે આપી હશે. તે જે તે પત્રકના મુજબે સ્વયં નિર્દેશના જમવા હાથ લેવડના બુલાવો “આ” સંસ્થા છે.” તેવા પ્રશ્નની નીચે લખવેલગયામાં સંસ્થા હોય તેો તેના પ્રકારની નોંધ કરવામાં આપી હશે. તમજવું માટે જુદાં ગજપતરીદારોની સુચનાઓની પ્રવૃત્તિઓ પાન ૬૨, આવી નોંધવાળા પેટ જે સંખ્યા ગજપતરીદારે તેના કુટુંબના માહિતી પત્રકના પાના ૧૧ ની નોંધ તેમજ અખિતવત રક્ષીઓના કોલમન કોટ નંબર તપાસી આવી કરી. આખા ગામ આ શહેરી વિસ્તારના આખા બ્લોક માટે સંખ્યા લખવાની છે. સેન્ટરો ટીકેટ ૧ ના મુજબ Institution of Institution ના કોલમની સામે પડેલ અને સ્ત્રીઓની સંખ્યા બાજો કરી લખવી.

તે મુજબ ધરબાર વગરના સાઈટો માટે અખિતવત રક્ષીપના કોલમન કોટ નંબરો તપાસી ગણા કર લેવડના બનાવમાં “X”, “H” અથવા બીજી કોઈ હોય તેના રક્ષીઓ ધરબાર વગરના માણસોની ગણી સેન્ટરો ટીકેટ ૧ માં “Male” and “Female” ના બાજો નીચે વિસ્તાર લખના પડેલ તેમજ સ્ત્રીની સંખ્યા લખાવવી.

દરેક ગામ આ બ્લોક માટે સેન્ટરોની સરજાત કરવા પહેલાં ઉપર મુજબ સંસ્થાકીય તેમજ ધરબાર વગરના વસતિના આંકડાઓ ગજપતરી કરી સેન્ટરો ટીકેટ નંબર ૫ માં નોંધી લેવા.

દરેક સેન્ટરોને બાસ સુચના બાબતમાં આવે છે કે તેઓને આપવામાં આવેલી સ્ત્રીઓ તથા અન્ય રેકર્ડની જવાબનીની જવાબ દારી લેવડની છે. તે કોઈપણ રક્ષીઓ ગણવાને પડે તેો તેને માટે જવાબદારી લેવડની થવાની રહેશે.

સારી (૨. કે. ત્રિવેદી)

ગજપતરી અધિકારી,

ગુજરાત રાજ્ય,

અમદાવાદ.

## ભારતની વસતિ ગણતરી, ૧૯૬૧

### ગુજરાત

### વર્ગીકરણ પરિપત્ર નં. ૩.

ગજપતરી અધિકારીની કચેરી,

૧૦, ગાંધી બાગ, લો કોલેજની

પાછળ, એસીસબીજ,

અમદાવાદ-૬.

તા. ૭-૪-૬૧

વસતિ ગણતરીનું કામ જુદા જુદા વિભાગમાં વહેંચાયેલું છે— (૧) ગજપતરી (૨) વર્ગીકરણ અને પત્રકો અને (૩) રિપોર્ટ. બરેબર ગજપતરી પુરી થયા બાદ થોડો અગત્યનો તબક્કો હવે શરૂ થાય છે. અને તે જે રક્ષીઓ ગજપતરી દરમ્યાન ભરાઈ છે તેનું જુદા જુદા પત્રકો માટે વર્ગીકરણ કરવાનું આ કામ અત્યંત ચોક્કસાઈથી અને નિશ્ચિત પદ્ધતિ અને કાર્યક્રમ મુજબ કરવાનું છે. માટે તે અંગેની સર્વ સૂચનાઓ પ્રત્યેક કર્મચારીએ—સેન્ટર, કમ્પાઈલર એકર, સુપર-વાઈઝર કોલ્પારી બુમ સંચાળપત્રેક સમગ્ર લેવાની જરૂર છે.

૨. વર્ગીકરણનું કામ ટેબ્યુલેશન ઓફિસમાં શરૂ કરતા પૂર્વે વસતિ ગજપતરીના કામ માટે જે જે સંજ્ઞાઓ તથા વ્યાખ્યાઓનો ઉપયોગ થયા છે તે અંગેની બે પુસ્તિકાઓ (૧) ધરને નંબર આપવા તથા ચારી બતાવવા અંગેની સૂચના (૨) ગજપતરીદારને સૂચનાઓ તથા (૩) તેને અનુસંગિક પંચિંગોની તકલો પ્રત્યેક કર્મચારીને આપવામાં આવશે. તેનો સંચાળપત્રેક અભ્યાસ કરવાથી કામમાં સારી એવી સરળતા રહેશે. તદ્દરૂપમાં તાલીમના સમય દરમ્યાન શ્રી રેખપુરી સુપ્રિન્ટેન્ડન્ટ સાહેબ તરફથી પણ વિસ્તૃત સૂચનાઓ આ બાબતના બાસ વર્ગમાં આપવામાં આવશે. આટલી પૂર્વે બુધ્ધિકા પછી જેમને વર્ગીકરણના કામ માટે હાયક ગણવામાં આવ્યા હશે તેમની પાસે આ કામગીરી શરૂ કરાવવામાં આવશે.

૩. વર્ગીકરણના કામ અંગે ફેરલીક આવશ્યક માહિતી નીચે મુજબ છે:— વર્ગીકરણનું કામ માત્ર શહેરી વિસ્તારો માટે અમદાવાદની ટેબ્યુલેશન ઓફિસમાં અને ગ્રામ વિસ્તાર માટેનું બાકીની ઓફિસોમાં થશે. આ બન્ને વિસ્તારો માટે કામગીરીના પ્રકારમાં થોડો ફેર છે જે આગળ ઉપર લેવામાં આવશે.

ટેબ્યુલેશન ઓફિસમાં સૌથી પહેલું કામ રક્ષીઓની તપાસણીનું છે. પ્રત્યેક સેન્ટરને ગજપતરીદારની રક્ષીઓ તેમજ કુટુંબના માહિતી પત્રકનાં પેટ અમુક જથ્થામાં આપવામાં આવશે. રક્ષીઓનાં પેડ બે વતનનાં છે. ૧૦૦ રક્ષીઓ વાળાં અને ૨૫ રક્ષીઓ વાળાં તેવીજ રીતે કુટુંબના માહિતી પત્રકનાં પેડ ૫૦ અને ૨૫ રક્ષીઓ હશે. ગ્રામ વિસ્તારમાં દરેક ગામ માટે અને શહેરી વિસ્તાર માટે દરેક બ્લોક માટે ઈલાયદુ બંડલ આપવામાં આવશે. ગ્રામ વિસ્તારમાં એક ગામનું બંડલ બીજા ગામના બંડલ સાથે બળી ન જાય અને શહેરી વિસ્તારમાં એક બ્લોકનું બંડલ બીજા બ્લોકના બંડલ સાથે બળી ન જાય તેની બાસ તકેદારી અમક સમય સધી રાખવાની છે.

### રક્ષીઓની તપાસણી—

સૌથી પ્રથમ તમને આપેલા પેટની રક્ષીઓમાં આ સાથે જોડેલ ચારીમાં જણાવ્યા મુજબ જુદા જુદા પ્રશ્નોના ઉત્તરનો એકબીજા સાથે બરાબર મેળ મળી રહે છે કે કેમ તેની ખાતરી કરી લેવી. બાદ કોઈ પ્રશ્નનો ઉત્તર આપાયો ન હોય અને તેના સામેનું આસન ખાલી હોય તેો આ અપૂર્ણતા દુર કરવા માટે જુદી સૂચનાઓ આપી છે તે મુજબ રક્ષીઓમાં ઘટતો સુધારો કરી લેવો. અને ત્યાર બાદ છેવટે કોઈ દેખીતી બુધ્ધ હોય તેો તે તપાસ સુપર-વાઈઝરના લક્ષ ઉપર મુકી તેની સૂચના મુજબ ઘટતો સુધારો કરવો.

ગ્રામ વિસ્તાર માટે

પહેલો તબક્કો—ઉપર મુજબ રક્ષીઓની તપાસણીનું કામ પુરૂ થયા બાદ દરેક ગામ માટેના પેડોમાંથી રક્ષીઓ છૂટી પાડી તેના વર્ગીકરણનું કામ હાથ લેવાનું છે. આ કામ બે તબક્કામાં થશે. સૌથી પહેલાં સેન્ટરો ટીકેટ નંબર ૧, ૨, ૩, નું વર્ગીકરણ કરવાનું કામ હાથ લેવામાં આવશે. આ ગ્રાનુ સેન્ટરો ટીકેટ ઉપરથી (Primary Census Abstract) જેને વસતિ ગજપતરીની પ્રાથમિક તારીજ કહેવામાં આવે છે તે તૈયાર કરવામાં આવશે. બાદ વર્ગીકરણના છેલ્લા અને મુખ્ય તબક્કાની કામગીરી હાથ લેવામાં આવશે. વર્ગીકરણના પહેલા બાગની કામગીરી શરૂ કરતાં પૂર્વે પ્રત્યેક ગામનાં જેલ્લાં પેડ હશે તેની તમામ રક્ષીઓ પેડમાં છૂટી પાડવામાં આવશે. પરંતુ તેમ કરતા પૂર્વે બીજા પરિપત્રમાં જણાવ્યા મુજબ ધરબાર વગરની તેમજ સંસ્થામાં રહેલી વસતિના આંકડા તારવી સેન્ટર ટીકેટ નંબર ૧ માં તેની નોંધ લેવી જોઈશે. એ આંકડાઓ પ્રાથમિક તારીજમાં કોલમ નંબર ૧૩-૧૪-૧૫-૧૬ માટે જરૂરના છે ત્યાર-બાદ રક્ષીઓ પેડમાંથી છૂટી પાડવામાં આવશે.

**બીજો તબક્કો—તૈયાર કરેલી પેટીઓ માટે રક્ષીઓની વહેંચણી તથા સેન્ટરો ટીકેટ નંબર ૫ થી આગળની ટીકેટો બતાવવા. તેમજ કમ્પાઈલર્સ પોસ્ટોંગ રેકર્ડમેન્ટ તૈયાર કરવા વિષે—** સેન્ટરો ટીકેટ નંબર ૩ નું વર્ગીકરણ પુરૂ થયા બાદ પ્રત્યેક સેન્ટરના હસ્તક જેલ્લા ગામની રક્ષીઓ હશે તેમાંથી પ્રત્યેક ગામ માટે જતિ વાર નિરક્ષર, બાલુલા, તેમજ કેળવણી પામેલા માણસો તથા નવ પ્રકારના ઔદ્યોગિક વિભાગમાં “ કામ કરનારા ” અને “ કામ નહિ કરનારા ” માટે રક્ષીઓ જુદી પાડવામાં આવશે. આ રીતે પ્રત્યેક સેન્ટર હસ્તકના ગામોમાંથી દરેક ગામની રક્ષીઓ ૪૦ જુદાં જુદાં બંડલોમાં વહેંચાઈ જશે, જે પૈકી ૨૦ પુરૂષ અને ૨૦ સ્ત્રી જતિ માટેનાં હશે. ત્યાર પછીના તબક્કા માટે તાલુકો થા મહાલ સેન્ટરોગનો એકમ રહેશે.

ઉપર મુજબ સેન્ટરો ટીકેટ નંબર ૧ થી ૩ માટેનું વર્ગીકરણ પુરૂ થયા બાદ જુદાં જુદાં બંડલો ઉપર તમને મળેલ સૂચના મુજબ રબર સ્ટેમ્પ લગાવી તેમાં જરૂરી વિગતની નોંધ દરેક બંડલની છેલ્લી રક્ષીપ પાછળ કરીને તમારા હસ્તકનાં તમામ બંડલો સેન્ટરો ટીકેટ નં. ૧ થી ૩ સાથે તમારા સુપરવાઈઝરને સુપ્રત કરવાં.

ત્યાર બાદ રેડીરીટીકલ એસીસ્ટન્ટ એક થા બે સુપરવાઈઝરોની મદદથી સેન્ટરોને આપવા માટેની ૫ (બ) તેમજ આગળની ટીકેટોના

કામકાજ માટે પેટીઓ તૈયાર કરવાનું કામ હાથ પર લેવું પડશે. એ પેટીઓ એવી રીતે તૈયાર કરવામાં આવશે કે સોર્ટીંગનું બધું કામ પૂરે થતાં સુધી જે રસીયા તૈયાર કરેલી પેટીમાં જે સોર્ટરને આપવામાં આવી હશે, તેમાં હવરના ટીક્ટર સુધી જરૂર સ્પેક્ટર કર્યા સિવાય રાખવામાં આવશે. તૈયાર કરેલી પેટીઓ ટીમના સોર્ટરને આપવા માટે જે તે ટીમના સુપરવાઈઝરને આપવામાં આવશે. પ્રત્યેક તાલુકા માટે સામાન્ય રીતે એક ટીમ રહેશે. એક ટીમમાં એક સુપરવાઈઝર, બે કમ્પાઈલર એકર અને ૧૦ થી ૧૨ સોર્ટરો રહેશે. ગ્રામ વિસ્તારમાં એક સોર્ટર હસ્તક સરેરાશ ત્રીસ હજાર રસીયા રાખવાનું ધારણ નક્કી કરવામાં આવેલું છે. એ હિસાબે દરેક ટીમ હસ્તક ત્રણથી સાડા ત્રણ હાજાર રસીયાનું વર્ગીકરણ થશે. જે કોઈ તાલુકાની તરફતે સાડા ત્રણ હાજારથી વધુ હોય તેો ટીમમાં જરૂરિયાત મુજબ વધુ સોર્ટરો આ વધુ કમ્પાઈલર એકર રાખી આખા તાલુકાની રસીયાનું વર્ગીકરણ કરવાની જોડવાય રાખવી. અને તેમ કરવા જતાં એક સુપરવાઈઝર હસ્તક તે પહેલેથી શકે તેનાથી વિશેષ કામ આવે તેો બે ટીમ વચ્ચે કામ વહેંચી આપવું. તેની જ રીતે તાતા મલ્ટી-તાલુકાઓ માટે એક કમ્પાઈલર એકરના હસ્તકના સોર્ટરોને એક થા બે તાલુકા આપવા. પરંતુ એક સોર્ટરને એકથી વધુ તાલુકા આ મલ્ટીતાલુકા રસીયાનું કામકાજ નહિ આપવાનું ખાસ ધ્યાનમાં રાખવું.

દરેક સોર્ટરને બે પેટીઓ આપવામાં આવશે. પ્રત્યેક સોર્ટર એકી વખતે એક જ પેટીમાંની રસીયાનું સોર્ટીંગ કરશે અને તે પૂરે થયા બાદ બીજી પેટીનું સોર્ટીંગ ચાલુ હશે તે દરમિયાન પ્રથમની પેટીની રસીયાનું એકીંગ કરવામાં આવશે. એક પેટીની બંદર પૂર્યાની અને બીજીમાં સ્ત્રીઓની રસીયા રાખવી. પ્રત્યેક સોર્ટરને નવ પેટી એક જ પ્રકારના ઔદ્યોગિક વિભાગની આ “કામ નહિ કરનાર” વિભાગની રસીયા આપવામાં આવશે. પરંતુ તેને જે તે વિભાગની (૬) નિરક્ષર અને (૨) “ભણેલા તેમજ કેળવણી પામેલા” માણસોની બધી રસીયા આપવી જોઈશે. અર્થાત પ્રત્યેક સોર્ટરને અમુક ચોક્કસ સંખ્યાનાં ગામોની રસીયા આપવામાં આવશે, એ રીતે “નિરક્ષર” અને “ભણેલા તેમજ કેળવણી પામેલા” પડેલોની આ તે સ્ત્રીઓની પ્રત્યેક સોર્ટર હસ્તકની રસીયાની સંખ્યા ૭૦ હજાર સુધીની રહેશે. આ રસીયા “કામ કરનાર” આ “કામ નહિ કરનાર” ના વિભાગની રસીયાના પ્રમાણમાં એક સોર્ટરને આપવામાં આવેલા ગામોની સંખ્યામાં ઘટાડો આ વધારો કરવો પડશે. દરેક સોર્ટરે સોર્ટર ટીક્ટર ૫ (૫) પુરી થાય ત્યાં સુધી નિરક્ષર, ભણેલા તેમજ કેળવણી પામેલા માણસોની રસીયાનાં બંહેલા જુદાં રાખવાં પડશે. જુદા જુદા વિભાગનાં બંહેલા પેટીમાં કાર્ટબોર્ડ બાંધવી, જુદાં જુદાં ખાતાં પાડી, હંકાયેલા રાખવામાં આવે તેની ખાસ કાળજી રાખવી. ગ્રામ વિસ્તારની પ્રત્યેક ટેબ્યુલેશન ઓફીસે ખાસ કાળજી રાખવી જોઈશે. સોર્ટર ટીક્ટર ૫ (૫) પુરી ન થાય ત્યાં સુધી નિરક્ષર, ભણેલા તેમજ કેળવણી પામેલા માણસોની રસીયાનાં બંહેલા એક બીજા સાથે કાર્ટબોર્ડ બંનેમાં ભેળવાઈ નહિ જાય. સોર્ટર ટીક્ટર ૫ (૫) પુરી થયા પછી એ રસીયા ભેગી કરી શકાશે.

“કામ કરનાર” ના નવ વિભાગ પાડવામાં આવ્યા છે. જે કોઈ એક કામ કરનારના વિભાગની રસીયાની સંખ્યા પૂરતા પ્રમાણમાં ન હોય તેો એક સોર્ટરને બીજા કામ કરનારના વિભાગની રસીયા આપી શકાશે. પરંતુ એક વિભાગની રસીયા બીજા વિભાગ સાથે ભેળવાઈ ન જાય તેની ખાસ કાળજી લેવી પડશે. કામ નહિ કરનાર વિભાગની રસીયાની સંખ્યાનું પ્રમાણ માટે રહેશે. તે કારણે તેની રસીયા એકથી વધુ સોર્ટરને આપવી પડશે. આવી રસીયા આપવાનું સંખ્યા પ્રમાણ ત્રીસ હજારથી વધુ ને માટે રાખવું પડશે. આ બાબતમાં જે ટેબ્યુલેશન બધા સ્ટેશનો ધ્યાનમાં લઈ ચાલે અને વ્યાજબી પ્રમાણ નક્કી કરશે.

ટેબ્યુલેશન ઓફીસની પ્રત્યેક પેટીને કયાંક આપવામાં આવેલો હશે. સુપરવાઈઝરે જે તે પેટીમાંની રસીયા માટે બે આલમ પત્રો (Identification Card) તૈયાર કરવાં જોઈશે. સોર્ટરે દરેક બંહેલાની રસીયા તપાસી તે બંહેલાના બંને કાર્ડો પર સહી કરી તેમાંનું એક કાર્ડ સુપરવાઈઝરને સુપ્રત કરવું અને બીજું કાર્ડ બંહેલા સાથે સંભાળી રાખવું. સુપરવાઈઝર આ કાર્ડ પરથી નિયત કરેલા નમુનામાં પોતાનું સ્વસ્થર તૈયાર કરશે અને કાર્ડ રેકર્ડ ક્રીપરને આપશે. અને રેકર્ડ ક્રીપર હરાવેલા નમુનામાં આખી ટેબ્યુલેશન ઓફીસની પેટીઓનું સ્વસ્થર તૈયાર કરશે.

**સોર્ટર માટે** – તમને એક કરતાં વધુ ઔદ્યોગિક વિભાગનાં બંહેલા આપવામાં આવ્યાં હશે તેો પ્રત્યેક એક વિભાગનાં બંહેલા જુદાં રાખવાં પડશે અને દરેક વિભાગનાં જુદી જુદી બાતનાં ગ્રપ જુદાં રાખવાં પડશે.

ચેતવણી :- કોઈ એક બતની રસીયા બીજી બતની રસીયા બંદરે ભેળવાઈ નહિ જાય તેો ખાતર સોર્ટરે એક બંહેલાનું સોર્ટીંગ કામ પૂરે થયેથી બંહેલા તૈયાર કરી સોર્ટર ટીક્ટર બરી પેટીમાં ચોખ્ખા જગ્યાએ રાખ્યા બાદ બીજું બંહેલ લઈ કામ શરૂ કરવાનું હો. તેની યુગ જ કાળજી રાખવી જોઈશે. સુપરવાઈઝરે પણ સતત દેખરેખ અને તંબાળ રાખવાની રહેશે.

તમારે એકી વખતે સોર્ટીંગ માટે એક પેટી લેવી. પેટીમાંનાં દરેક બંહેલાનું સોર્ટીંગ તથા સોર્ટર ટીક્ટરો તૈયાર થાય કે તરત તે પેટી તથા તૈયાર કરેલી સોર્ટરની ટીક્ટરો સુપરવાઈઝરને આપવી. અને સુપરવાઈઝર તે એક કરે તે દરમિયાન બીજી પેટીમાંનાં બંહેલાનું સોર્ટીંગ શરૂ કરવું.

**સુપરવાઈઝર** - સોર્ટરો તેમજ કમ્પાઈલર એકરના કામના ખાસ-ખાસ માટે સુપરવાઈઝરને જવાબદાર રાખવામાં આવશે. અને જે સોર્ટર ટીક્ટરના સાલ્વાખ્યા માટે સુપરવાઈઝરે સહી કરી હશે તેમાં બધા માલમ પડશે તેો તેની સખત નોંધ લેવામાં આવશે. સોર્ટરે કોઈ એક ટીક્ટર મારવું વર્ગીકરણ પૂરું કર્યાનું જાહેર થાય કે તરત સુપરવાઈઝરે તેની પાસે જઈ તેના કામના ખરાબાણની ખાતરી કરી લેવી જોઈશે. દરેક ખાતામાં મુકેલી રસીયાનું વર્ગીકરણ બરબર થયું છે તે પ્રથમ તપાસી લેવું. તદુપરાંત પ્રત્યેક બંહેલા સો રસીયામાં બાંધેલું હશે. તેમાંથી ચોટક કાગળ બાંધી સોર્ટરને ગણવા આપવી અને સંખ્યાની ખાતરી કરવી પોતે કાઢી લીધેલી

સંખ્યા સોર્ટરને જણાવવાની નથી તેો ખાસ લક્ષમાં રાખવું. સુપરવાઈઝરે “મીસેલેનીયસ સોર્ટીંગ ફોર્મ ૫”માં દરેક સોર્ટરના કામની નોંધ રાખવી જોઈશે અને દર અઢવારિયે “મીસેલેનીયસ સોર્ટીંગ ફોર્મ નં. ૬”માં રિપોર્ટ કરવાનો રહેશે.

**કમ્પાઈલર એકર**—દરેક કમ્પાઈલર એકરે પાંચથી છ સોર્ટરના વર્ગીકરણના કામ ઉપર દેખરેખ રાખવાની છે. અને સોર્ટર્સ ટીક્ટરના આંકડાની કમ્પાઈલર્સ પોર્ટીંગ સ્ટેઈટમેન્ટમાં નોંધ કરવાની છે. જ્યારે સોર્ટીંગ ચાલુ હોય ત્યારે કમ્પાઈલર એકરે સતત ચકાસણી કરી ખાતરી કરવી જોઈશે કે સોર્ટીંગમાં ભૂલ થાય છે કે કેમ. સોર્ટીંગ પૂરે થયા બાદ “પીછાચૂંત હોલમાંની” રસીયાની સંખ્યા ગણીને સોર્ટર ટીક્ટરમાં લખેલી હશે તેો તેની ફરીથી ગણતરી કરી ટીક્ટરમાં લખેલી સંખ્યા સાથે મેળવણી કરી ખાતરી કરવી જોઈશે કે સોર્ટરની ગણતરી ખરી છે કે કેમ અને સોર્ટર્સ ટીક્ટરમાં નોંધેલી સંખ્યા

બરાબર છે કે કેમ? શરૂઆતમાં થોડી વધુ ભૂલો થશે. પરંતુ થોડા જ સમયના અનુભવબાદ બીલકુલ ભૂલ નહિ થાય એવી પ્રગતિ સાધી શકાશે તે માટે કમ્પાઈલર એકરે સતત કાળજી અને દેખરેખ રાખવી જોઈશે. જે કોઈ સોર્ટર ભૂલો વિનાનું કામ નહિ આપી શકે તેો હોય તેો તરત તે બાબત સુપરવાઈઝરના ધ્યાન પર લાવવી જોઈશે. કમ્પાઈલર એકરે કેટલું શું એક કર્યું તેની નોંધ રાખી દરરોજ સાંજે સુપરવાઈઝરને રિપોર્ટ આપવો જોઈશે.

ઉપરની સૂચનાઓ ચુસ્ત પછે અમલ કરવા સર્વે ડેપ્યુટી સુપ્રી. ઓફ સેન્સસ એપરેશન્સ તથા અન્ય કર્મચારીઓને અનુરોધ કરવામાં આવે છે.

સહી (૨. કે. ત્રિવેદી)

સુપ્રીન્ટેન્ડન્ટ ઓફ સેન્સસ

એપરેશન્સ,

ગુજરાત રાજ્ય, અમદાવાદ.



APPENDIX XVIII

Statement showing the staff sanctioned by the State Government for the work of compiling District Census Handbooks

| Sl. No. 1 | Name of the post 2                                    | No. of posts 3 | Duration of appointment |          | Scale of pay 6                              | Allowances    |           |          |
|-----------|-------------------------------------------------------|----------------|-------------------------|----------|---------------------------------------------|---------------|-----------|----------|
|           |                                                       |                | From 4                  | To 5     |                                             | D.A. (P.M.) 7 | C.I. A. 8 | H.R.A. 9 |
| 1         | Mamlatdar—Grade II                                    | 1              | 12-3-62                 | 31-12-64 | Rs. 320-15-395<br>(Special pay Rs. 50 P.M.) | Nil           | 10        | Nil      |
| 2         | Comparing & Checking Clerks—English                   | 4              | 12-3-62                 | 11-1-63  | Rs. 91-3-130<br>EB-4-170                    | 10            | 5         | 10       |
| 3         | Comparing & Checking Clerks—Gujarati                  | 4              | 12-3-62                 | 11-1-63  | —do—                                        | 10            | 5         | 10       |
| 4         | Typists—English                                       | 5              | 12-3-62                 | 28-11-62 | —do—                                        | 10            | 5         | 10       |
|           | "                                                     | 9              | 28-11-62                | 11-1-63  |                                             |               |           |          |
|           | "                                                     | 7              | 12-1-63                 | 28-2-63  |                                             |               |           |          |
|           | "                                                     | 2              | 12-1-63                 | 30-11-64 |                                             |               |           |          |
|           | "                                                     | 3              | 1-9-63                  | 30-4-64  |                                             |               |           |          |
|           | "                                                     | 1              | 1-5-64                  | 31-5-64  | —do—                                        | 10            | 5         | 10       |
|           | "                                                     | 1              | 1-12-64                 | 31-12-64 |                                             |               |           |          |
| 5         | Typists—Gujarati                                      | 7              | 12-3-62                 | 28-11-62 |                                             |               |           |          |
|           | "                                                     | 3              | 29-11-62                | 11-1-63  |                                             |               |           |          |
|           | "                                                     | 2              | 12-1-63                 | 28-2-63  |                                             |               |           |          |
|           | "                                                     | 1              | 12-1-63                 | 30-11-64 | —do—                                        | 10            | 5         | 10       |
|           | "                                                     | 1              | 1-9-63                  | 31-5-64  |                                             |               |           |          |
|           | "                                                     | 2              | 1-6-64                  | 31-7-64  |                                             |               |           |          |
| 6         | Writing clerks (for writing village-wise information) | 20             | 1-7-63                  | 15-9-63  |                                             |               |           |          |
|           |                                                       | 15             | 16-9-63                 | 30-9-63  | —do—                                        | 10            | 5         | 10       |
|           |                                                       | 4              | 1-10-63                 | 31-12-63 |                                             |               |           |          |
| 7         | Proof-Readers                                         | 12             | 12-3-62                 | 30-11-64 | —do—                                        | 10            | 5         | 10       |
|           |                                                       | 4              | 1-12-64                 | 31-12-64 |                                             |               |           |          |
| 8         | Gujarati Stenographer                                 | 1              | 1-10-63                 | 31-5-64  | Rs. 180-10-280<br>-15-340                   | 10            | 9         | 15       |
| 9         | English Stenographer                                  | 1              | 24-3-64                 | 23-9-64  | Rs. 180-10-280<br>-15-340                   | 10            | 9         | 15       |
| 10        | Peons                                                 | 2              | 1-6-63                  | 31-12-64 | Rs. 65-½-70                                 | 10            | 5         | 7.50     |

APPENDIX XIX

Statement showing the details of printing paper and binding materials received

| Sl. No. 1 | Item 2                                       | From whom received 3                            | Date of receipt 4 | Quantity received 5 | Remarks 6                                                                                                    |
|-----------|----------------------------------------------|-------------------------------------------------|-------------------|---------------------|--------------------------------------------------------------------------------------------------------------|
|           |                                              |                                                 |                   | Reams               |                                                                                                              |
| 1         | White Printing Paper Demy Size               | The Titaghar Paper Mills, Calcutta              | 8-2-61            | 430-000             |                                                                                                              |
|           | " " " "                                      | The S.C.O. Maharashtra, Bombay                  | 10-2-63           | 100-000             | 120 Reams directly supplied to the Superintendent of Census Operations, Bombay on 17-3-64 through the Mills. |
|           | " " " "                                      | " "                                             | 2-9-63            | 20-000              |                                                                                                              |
|           | " " " "                                      | " "                                             | 28-1-64           | 60-000              |                                                                                                              |
|           | " " " "                                      | M/s. Ballarpur Paper & Straw Board Mills Ltd.   | 1-2-64            | 1,040-000           |                                                                                                              |
|           | " " " "                                      | " " " "                                         | 20-3-64           | 120-000             |                                                                                                              |
|           |                                              | Total                                           |                   | 1,770-000           |                                                                                                              |
| 2         | Indian art paper Demy Size                   | The Titaghar paper Mills, Calcutta              | 31-1-64           | 75-000              |                                                                                                              |
| 3         | Super Calendered Map Printing Paper 27½"x40" | Shri Gopal Paper Mills, Jagadhari               | 19-4-63           | 32-000              |                                                                                                              |
| 4         | Black art Canvas 91 Cms. Breadth             | M/s D.J. Parekh & Co., of Bombay                | 15-1-64           | 784 metres          |                                                                                                              |
|           | " " " "                                      | " " "                                           | 21-1-64           | 1,214 metres        |                                                                                                              |
|           |                                              | Total                                           |                   | 1,998 metres        |                                                                                                              |
| 5         | White Cartridge paper Demy Size              | The Superintendent of Census Operations, Bombay | 27-4-63           | 20 Reams            |                                                                                                              |
|           | " " "                                        | The Controller of Stationery, Calcutta          | 6-3-64            | 16 Reams            |                                                                                                              |
|           |                                              | Total                                           |                   | 36 Reams            |                                                                                                              |
| 6         | Mottled Grey Cover Paper 20½"x30½"           | The Controller of Stationery, Calcutta          | 11-3-63           | 2 Reams             |                                                                                                              |
|           | " " "                                        | " " "                                           | 27-9-63           | 5 Reams             |                                                                                                              |
|           | " " "                                        | " " "                                           | 6-3-64            | 18 Reams            |                                                                                                              |
|           | Paper Printing Blue Cover Paper              | The S.C.O., M.P., Bhopal                        | 21-8-64           | 7 Reams             | 470 Sheets                                                                                                   |
|           |                                              | Total                                           |                   | 32 Reams            | 470 Sheets                                                                                                   |
| 7         | Straw Boards 60.5x47.5 Cms.                  | The Controller of Stationery, Calcutta          | 29-3-63           | 1,000 Sheets        |                                                                                                              |
|           | " "                                          | " "                                             | 7-10-63           | 1,488 Sheets        |                                                                                                              |
|           | " "                                          | Meerut Straw Board Mills                        | 3-6-64            | 14,543 Sheets       |                                                                                                              |
|           |                                              | Total                                           |                   | 17,301 Sheets       |                                                                                                              |
| 8         | Sunlit Offset Printing Paper 61x106.5 Cms.   | Shri Gopal Paper Mills Ltd., Total              | 27-3-64           | 223 Reams           |                                                                                                              |