



(For Official use only)

CENSUS OF INDIA 1961

VOLUME XX

HIMACHAL PRADESH (UNION TERRITORY)

PART VIII-B

ADMINISTRATION REPORT
TABULATION

RAM CHANDRA PAL SINGH
Of the Indian Administrative Service
SUPERINTENDENT OF CENSUS OPERATIONS,
HIMACHAL PRADESH

25
1963.20.811

81839.



(For Official use only)

CENSUS OF INDIA 1961

VOLUME XX

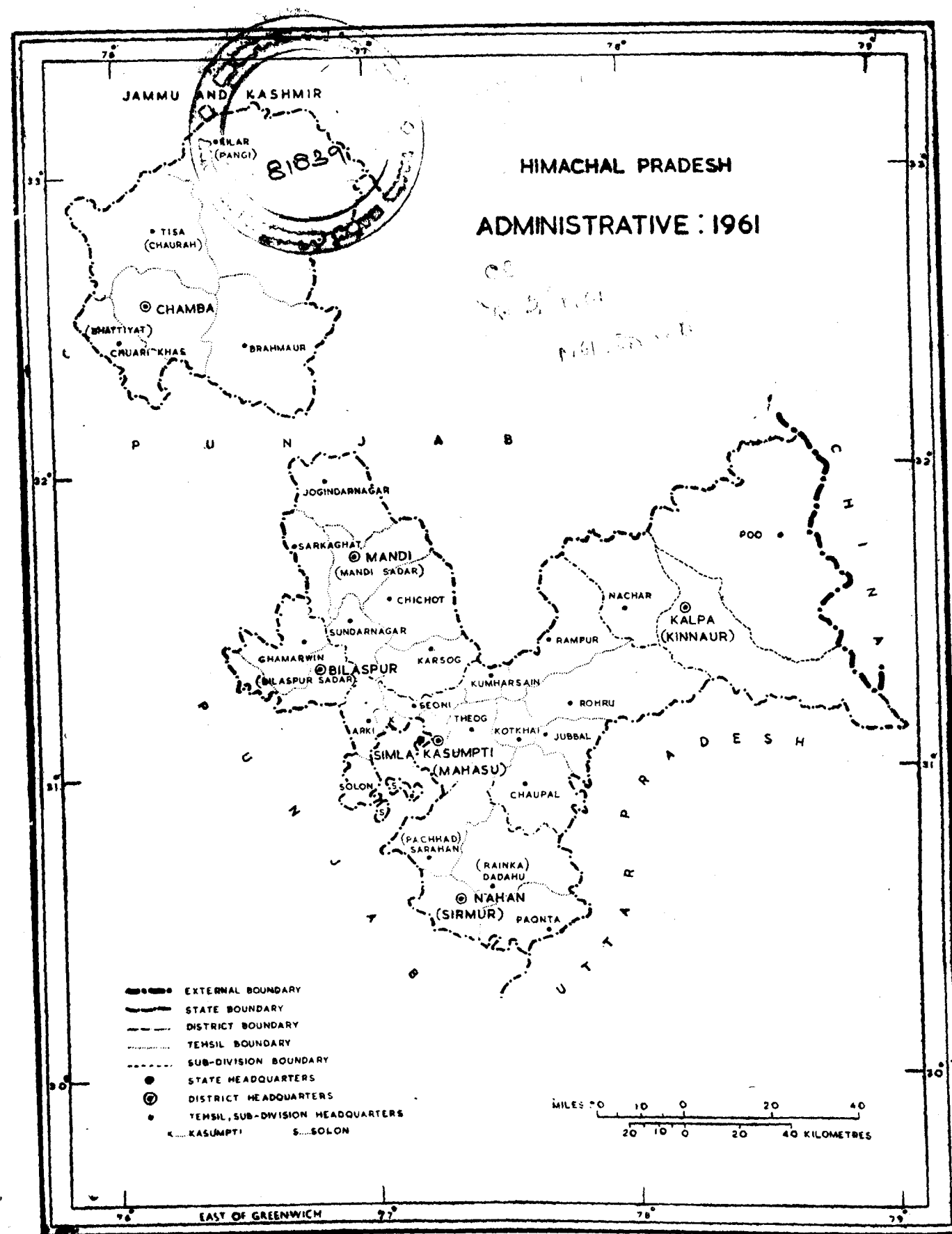
HIMACHAL PRADESH (UNION TERRITORY)

PART VIII-B

ADMINISTRATION REPORT

TABULATION

RAM CHANDRA PAL SINGH
Of the Indian Administrative Service
SUPERINTENDENT OF CENSUS OPERATIONS,
HIMACHAL PRADESH



CONTENTS

(Figures within brackets indicate the number of Paragraphs in the Chapter)

SECTION I	REPORT	PAGES
CHAPTER I—HOUSING TABULATION	<i>Introduction (1-2); Organisation of Housing Tabulation, Location of Tabulation Office (3-5); Staff Set-up (6-7); Equipments for Tabulation Office (8-13); Method of Tabulation, Coding and Sampling (14-18); Sampling (19); Coding for Tables E-I, E-II, E-III and E-IV (20-32); Pilot Tabulation and Modification in the instructions, if any, as a result thereof (33-34); Tabulation for Tables E-I and E-III (35); Tabulation of Table E-I (36); E-III (37-38); Tabulation for Tables E-II, E-IV and E-V (39); Preparation of Subsidiary Tables (40-43)</i>	1-14
CHAPTER II—GENERAL CUM CENTRAL TABULATION	<i>Proceaural Changes as Introduced in 1961 Census (1-7); List of Main Tables prepared (8); Comparison with Past Censuses (9-20); Central Training to Statistical Assistants in the State Census Office (21); Organisation of Regional Tabulation Offices (22); Forms, Instructions and other Literature (23); Scrutiny of Individual Slips (24-39); Coding of Slips for Occupation and Industry (40-41); Pilot sorting and Determination of Norms (42); First Stage of sorting (43); (a) Sorting of Sorters Tickets 1-3 (for Rural Areas) (44-46); (b) Sorting of Sorters Tickets 1-4 (for Urban Areas) (47); Compilation of Primary Census Abstract (48); Box Making (49-50); Subsequent Sorting (51-80); Compilation (81); Compiler's Posting Statement, (82-131); Tabulation (132); Preparation of Subsidiary Tables for Descriptive Report (133-134); Bonus Scheme for Sorters (135); Miscellaneous Administrative Matters (136); Winding up of Regional Tabulation Offices-Disbandment of Staff-Transfer of some staff to Central Tabulation Office (137); Transfer of Records to Central Tabulation Office (138); Arrangements for preservation of Filled up Household Schedules used Individual Slips (139); Disposal of Other Records including Schedules and Slips used in training Sample Census and unfilled Schedules and Slips (140); Disposal of Surplus stores including furniture articles (141); Surrender of Accommodation hired (142)</i>	15-31
CHAPTER III—THE DISTRICT CENSUS HANDBOOKS	<i>The District Census Handbooks (1); Contents (2); Village Directory (3-11); Other Information for District Census Handbooks (12-32)</i>	32-34
CHAPTER IV—FERTILITY SURVEY AND SOCIO ECONOMIC VILLAGE SURVEY	<i>Fertility Survey (1-4); Socio Economic Village Survey (5-10)</i>	35-37
CHAPTER V—SURVEY OF RURAL ARTS AND CRAFTS AND FAIRS AND FESTIVALS	<i>Survey of Rural Arts and Crafts (1) Survey of Fairs and Festivals (2-5)</i>	38-39
CHAPTER VI—ETHNOGRAPHIC NOTES ON SCHEDULED CASTES AND SCHEDULED TRIBES	<i>Scope and Purpose (1-3); Study of Scheduled Castes and Scheduled Tribes (4)</i>	40-41

CHAPTER VII—PREPARATION OF MAPS FOR ATLAS VOLUME AND CENSUS REPORT

Preparation of Maps for Atlas Volume (1-5); Collection of data (6); Explanatory Notes (7); Staff and Equipments (8); Maps for Census Report (9)

CHAPTER VIII—OTHER STUDIES

Other Studies (1); Compilation of Tables on Vital Statistics (2); Examination of Language Returns (3); Consanguineous Marriages (4); Collection of Local Legends and Folk Songs (5); Study of Local Dialects and Languages (6); Enumeration of Scientific and Technical Personnel (7-11).

CHAPTER IX—PAPER AND PRINTING

Supply of Printing Paper and Binding Material (1-4); Arrangements for Printing (5-10); Proof Reading (11)

CHAPTER X—COST OF THE CENSUS

Cost of Enumeration (1-2); Cost of Tabulation (3); Cost of Special Studies (4); Cost of Paper and Printing (5); Miscellaneous Costs (6); Comparison of Cost with Previous Census (7) Cost per Capita (8)

CHAPTER XI—ARRANGEMENTS OF NUCLEUS STAFF FOR INTERCENSAL WORK AND SUGGESTIONS FOR THE NEXT CENSUS

Nucleus Staff (1-5); Preservation of Records (6); Suggestions for the Next Census (7).

SECTION II—

APPENDICES

Appendix I	Summary of Proceedings of the Second Conference of Superintendents of Census Operations held from the 5th to 12th August, 1960.	54-70
Appendix II	Statement showing the number and cost of Furniture articles purchased for Tabulation Office.	71
Appendix III	Statement showing the Stationery articles supplied to the Tabulation Office.	72-73
Appendix IV	Details of staff of the Office of the Superintendent of Census Operations, and Tabulation Office.	74-77
Appendix V	Statement of actual sorter months, Compiler-Checker-months and Supervisor months consumed in the Tabulation office.	78
Appendix VI	Statement of Expenditure incurred in the Tabulation Office. Annexure to Appendix	79-81
Appendix VII	Numbers of Sorters Tickets and other Forms used in the Tabulation Office.	82-83
Appendix VIII	Progress of sorting in the Tabulation Office Number of slips sorted for Tickets.	84
Appendix IX	Accounts Forms and Routine Forms consumed in the Office of the Superintendent of Census Operations, and Tabulation Office.	85
Appendix X	Statement showing the number of copies of the various Census Publications Printed and their distribution.	86-95
Appendix XI	Actual Expenditure incurred on the 1961 Census Operations under the Prescribed Head of Accounts.	96

CHAPTER I

HOUSING TABULATION

Introduction

1. In the 'Administration Report on Enumeration' (Part VIII A) a detailed account is given about the organisation and conducting of the 1961 Census in Himachal Pradesh. This volume is intended to contain the information about extraction and tabulation of Statistical data collected during the actual enumeration. After the Census is taken the results have to be compiled and published in a form most convenient for study. This is done by presenting statistics in the form of tables. This report will also deal with the arrangements made for tabulation, various problems or difficulties confronted and how these were solved or overcome besides suggestions for consideration at the future Census. Tabulation and publication of Census data on State level for Himachal Pradesh as a separate unit is being done for the first time. For Himachal Pradesh, previous Census tabulation in 1951 was carried out by the Superintendent of Census Operations, Punjab. Data for the 1951 Census in respect of Himachal Pradesh was also published in the respective volumes brought out for the State of Punjab.

2. In the previous Censuses house-numbering and house-listing work was carried out as preparatory operation to the taking of the Census with a view to ensure complete coverage of the Territory and also for ensuring equitable distribution of work among enumerators. In the earlier Indian Censuses no uniform proforma was adopted for the house-list. For the first time in 1961 census, a comprehensive and standard houselist form was adopted throughout the country which was designed to collect 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, number of rooms in each Census house and its tenure status etc. 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. This operation was organised in the months of May and June, 1960 after imparting necessary training to the staff. Except a very few places, the house-numbering and house-listing was

completed by the 30 June, 1960. Where it was delayed a little longer, the time was taken for preparing duplicate copies of the houselists. As a result of this operation firstly it was possible to get an estimate of the population in each block, village, town, Tehsil/ Sub Tehsil. Sub division and district which helped in estimating the requirements, of forms, appointment of enumerators at the time of the Census. Secondly it furnished very valuable and unique data pertaining to housing conditions in the Pradesh. While rough estimates of the population were prepared immediately after the completion of the housing Census, the tabulation of the data contained in the houselists called for strenuous efforts, as the same type of information was never collected before. The houselist form was finalised and adopted for use as a result of pretests. A specimen of the standard houselist form used for the 1961 Census alongwith instructions for filling the same is already printed in part IV-Annexures of our Part IV-Housing and Establishments Report. Similarly the results of the housing Census have already been published separately in the above report. 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

3. Location of Tabulation Office :--Guide lines for organizing the Tabulation of 1961 Census data were discussed and decided in the 2nd conference of the Superintendent of Census Operations held from the 5th to 12th August, 1960. Summary of the proceeding of this Conference is printed at appendix I of Section II-Appendices to this Report. For the 1961 Census one regional cum central tabulation office was organised for Himachal Pradesh which was located at the State Headquarters at Simla. After the completion of housing Census it was necessary to organise tabulation unit for processing the housing data so collected. The existing accommodation occupied by my office being highly inadequate. The Estate Office Simla was requested to allot to us some suitable accommodation for setting up the housing tabulation unit which was later on to function as regional cum

central tabulation office. No separate tabulation office exclusively for the preparation of housing tables was set up. The staff initially appointed for housing tabulation was continued to work for general cum central tabulation side by side in earlier stages and then wholly later on.

4. A fair establishment of 150 to 200 persons worked in this office when the tabulation work was in full swing. The Estate office Simla could not arrange for a commodious office accommodation nearer to my main office-- 'Boswell' for housing our tabulation office. Bilaspur House which is near the Summer Hill Railway Station-suburb of Simla was however partly placed at our disposal by the Estate Office. Thus the tabulation office was a little over one mile away from the main office. Bilaspur House is one of the buildings of Rashtrapati Estate. It is very commodious building and served our purpose very well.

5. Our tabulation office started functioning from the month of February, 1961 with pilot teams. The Assistant Superintendent of Census operations Shri Ramesh Kumar who joined on the 1st of February, 1961 was placed in charge of the tabulation work.

6. Staff set up:--As stated earlier the Housing Tabulation unit was started under the supervision of the Assistant Superintendent of Census Operations in the month of February, 1961. Initially the following staff was appointed:--

Statistical Assistant	..	..	—	1
Tabulation Assistant	..	..	..	1
Supervisors	..	..	..	3
Compiler Checkers	..	..	..	18
Sorters	..	..	..	25

Besides this the following staff was also appointed on the administrative side:--

Head Clerk cum Accountant	..	..	..	1
Cashier	..	..	..	1
Record Keeper	..	..	..	1
L. D. C. (Typist)	..	..	..	1
Machine Operator	..	..	..	1
U. D. C. cum Stenographer	..	..	..	1
Daftry	..	..	..	1
Peons, Frash, Chowkidar and Sweeper	..	..	..	11

7. This strength was later on increased according to needs from time to time. The details of various categories of the staff engaged from time to time in the Tabulation Office may be seen at Appendix IV of Section II-Appendices to this report.

Equipment for Tabulation Office

8. (a) Furniture:-- I have had no difficulty in getting furniture for the Tabulation Office as requisite funds were provided and powers to purchases the articles of furniture were delegated to me. The furniture was purchased from time to time according to actual requirements on competitive rates after inviting quotations from various local dealers in furniture. A list showing the various items of furniture together with prices thereof purchased for the Tabulation office is printed at Appendix II of Section-II- Appendices to this report. The whole furniture as well as other equipment are now in store-in outhouses attached to my office, Boswell-one of the buildings in the Rashtrapati Niwas Estate.

9. (b) Stationery:--In the initial stages requirements of stationery in respect of the Tabulation office were met out of the stocks held in my office. I had also separately placed demand in good time for stationery for the Tabulation office with the stationery office, Calcutta from where the supplies were received. All those stationery items, which were not available with the stationery stores, Calcutta, or were required urgently, the supply of which from Calcutta would have delayed work, were purchased locally. Also some other stationery items the exact requirements in respect of which could not be foreseen and included in our demand placed with the Stationery Stores Calcutta, were purchased locally on competitive rates.

10. Details of stationery items purchased both locally and from the stationery office, Calcutta, may be seen in Appendix III. of section-II-Appendices of this report. Besides this a list of accounts forms and routine forms consumed in the office of the superintendent of census operation and tabulation office is printed in Appendix-IX of Section-II- Appendices to this report.

11. A good deal of typewriting work for typing numerous tables especially the Primary Census Abstracts, was involved. This could not be done on the existing typewriters purchased through the Controller of Stationery. I had, therefore, taken some typewriters on monthly hire basis from local

firms at Simla. This solved the problem of heavy typing work and the resultant need for more typewriters. In addition a comptometer was also arranged on hire basis by the Registrar General's Office from firm at Delhi.

12. (c) Printing of Forms etc.:--All our requirements of forms viz. frequency tables and blank forms of the housing tables Sorter's tickets, compiler's posting statements and Primary Census Abstract forms were met by the Superintendent of Census Operations, Punjab, Chandigarh. Since he was to arrange for printing of such forms for his own use, I had approached him to include our requirements also and he had very kindly agreed to do so. This arrangement proved very satisfactory and we were able to have our requirements according to needs. The Superintendent of Census Operations, Punjab's office used to despatch these forms to Simla by Rail and my office arranged delivery on payment of freight charges thereof.

13. (d) Miscellaneous:--Bilaspur House where the Tabulation Office was organised was one of the buildings of Rashtrapati Niwas Estate. All necessary amenities like water taps and baths etc. were already provided in this building. Fire fighting equipment was also there, and I had not to worry about all that. Some two rooms of the outhouses were placed at the disposal of a caterer who was allowed to start a canteen there. There being no other shop, nearer to this building the opening of a canteen was all the more necessary. This saved time and avoided in-convenience to the staff, who had otherwise no alternative but to run to distant shops at lunch hour. A comptometer for the Tabulation Office was arranged on hire basis by the Registrar General's Office from a firm at Delhi. The firm concerned had also loaned to us the services of a Comptometer Operator who was paid out of the Census budget on the rates and terms settled in advance. This operator worked in the Tabulation Office from 23.8.61 to 30.4.62 and after that he resigned. By this time another official was trained to operate the Comptometer which was handled by him afterwards. A telephone was also installed at Bilaspur House-Tabulation Office and this proved to be very useful and convenient for giving instructions by me. A close supervision and constant contact with the Tabulation Office was possible only with the help of a telephone there.

Method of Tabulation, Coding and Sampling.

14. Three Census Schedules were prescribed at the 1961 Census on the results of pre-tests after

the Census conference of September, 1959. It was decided that there should be three forms (i) House-list (ii) House-hold Schedules and (iii) Individual Slips. For Himachal Pradesh, Schedules printed in Hindi were to be used. A specimen of each of these Schedules is given in Section III-Appendices (cf. S. Nos. 22, 23 and 24) to Part VIII A-Administration Report-Enumeration. The Tabulation of data contained in individual slips was done by hand sorting in the pigeon holes specially prepared for the purpose. For Himachal Pradesh the data contained in the Household Schedules was tabulated by mechanical tabulation in the office of the Registrar General at Delhi. It was however, not possible to tabulate the data from the houselist by hand sorting as the Schedule was very big. The methods prescribed by the Registrar General for compilation of housing tables comprised abstraction of entries from the houselists. Out of 5 housing Tables, Tables I and III were prepared on full count and 3 other-Tables II, IV and V were prepared on the basis of 20 percent sample. These tables were to be prepared Tehsil/Sub-Tehsil/Sub-Division wise. The method followed for tabulation is given as under.

15. In December, 1960, Charge Officers were directed to send one copy of the houselists to the Tabulation Office. The Tabulation Office for Himachal Pradesh started functioning at Simla on the 1st of February, 1961 and before that houselists from the charge officers had been received. According to the Tabulation Plan for the 1961 Census, five tables were to be compiled from the houselists. The tables that have been prepared may be seen in Part II of our report (Part IV) on 'Housing and Establishment.' Instructions had been issued by the Registrar General, India for compilation of the Housing Tables. These instructions are printed in the Annexure of the aforesaid report on 'Housing and Establishments'.

16. First of all the housing tables were to be prepared in the Tabulation Office. These were to be prepared from the houselists after thorough checking of the information collected therein. Accordingly all the houselists were minutely checked and corrections were made where necessary. In the case of Mandi Sadar and Bilaspur Sadar Tehsils an official was deputed to visit the respective tehsil headquarters for rectification of some of the discrepancies.

17. In accordance with the instructions for tabulation the houselists after necessary checking and corrections were arranged serially according to

Census code numbers of villages in a Tehsil/Sub-Tehsil/sub-Division and by ward/mohalla in a town. Lots of nearly 100 to 250 Pages of houselists were then stitched separately which proved to be most convenient in handling the houselists in tabulation work. The pages in the houselists were marked in a continuous serial order for the whole of a Tehsil/Sub-Tehsil/Sub-Division/Town concerned. On the cover page of each lot the name of the particular Tehsil/Sub-Tehsil/Sub-Division/Town and district alongwith their code number and the number of pages (from-to-) were recorded. Houselists relating to a Tehsil/Sub-Tehsil/Sub-Division/town were handed over at a time to a team of sorters and supervisors for tabulation work.

18. On an average each team comprised of 4 to 5 sorters and supervisor or compiler-checker to begin with the housing tabulation work. Initially there being only three Supervisors in the Tabulation Office, teams which had no supervisor to their share had a compiler checker instead.

19. After scrutiny of houselists coding and marking of 20 per cent sample Households were taken up. Coding was to be done for preparation of Tables E-I, E-II, E-III and E-IV. Sampling was involved for the preparation of Table E-II, E-IV and E-V. For preparation of Tables E-II and E-IV both coding and sampling was called for.

Sampling :

20. Sampling of Households was done by systematic random sampling method. The first sample Household was ticked off i. e. marked by drawing the random sample from a group of first five Households in the first houselist. Both the operations of coding and sampling of the data contained in the Houselists were carried out and completed simultaneously. Coding for the housing table E-I and sampling of households for Tables E-II, E-IV and E-V were done in the first instance. In a team of four sorters, two sorters were engaged in coding for table E-I. One sorter in a batch of two would mark the codes in col. 4 of the houselists with a red pencil, while the other would check up the entries made by the former. The other two sorters of the team did sampling work-one of them marked 20 per cent sample with the block letter 'S' in red pencil in Col. 12 of the houselists while the other checked up the sampling so done by the former. This procedure of coding, sampling and checking simultaneously proved to be useful. The Supervisor concerned also re-checked the work of his team on a sample basis to ensure accuracy of coding and sampling.

21. Sampling for all the rural areas was done separately while in the houselists relating to towns sample was marked continuously for all the urban area (s) of a district.

22. Coding for the table E-II and E-IV was done after the marking and checking of the 20 % sample so as to ensure accuracy of work and to avoid erasing of the codes in case sampling was found incorrect later on. The codes for table E-II were marked in Col. 14 of the houselist while those for table E-IV were marked in Columns 9 and 10. No coding was required for table E-V. No departure was made from the codes prescribed by the Registrar General, India, excepting for table E-II.

23. The different codes used for the tables are:—

Table E-I (Coding done in Col. 4 of the Houselist in respect of all Census Houses)

Codes Used	Purpose for which a Census House was used.
A	Dwellings
B	Shop-cum-dwellings
C	Workshop-cum-dwellings
D	Hotels, Hostels, Sarais, Dharamshalas, Tourist homes and Inspection Houses
E	Shops excluding Eating Houses
F	Business houses and Offices
G & H	Factories, Workshops and Worksheds
J	Schools and other educational institutions including training Classes, Coaching and Shop Classes.
K	Restaurants, Sweetmeat Shops and Eating Places.
L	Places of entertainment and community gathering (Panchayat Ghar)
M	Public health and Medical Institutions, Hospitals, Health Centres, Doctors Clinics, and Dispensaries etc.
N	Others
O	Census Houses vacant at the time of House-listing.

Table E-II (Coding done in Col. 14 of the Houselist in respect of 20 percent sample Census Households).

Types of Census Houses occupied by sample Households	Codes Used	
	Owned	Rented
Dwelling	AO	AR
Shop-cum-dwelling	BO	BR
Workshop-cum-dwelling	CO	CR
Dwelling with other uses	OO	OR

Table E-IV

Material of Wall (Coding done in Col. 9 of the Houselist in respect of 20 percent sample Census Households)

Codes Used	Predominant material of wall
1	Grass, leaves, reeds or bamboo
2	Timber
3	Mud
4	Unburnt bricks
5	Burnt bricks
6	C.I. sheets or other metal sheets
7	Stone
8	Cement concrete
9	All other material

Material of Roof (Coding done in Col. 10 of the Houselist in respect of 20 percent sample Census Households)

Codes Used	Predominant material of roof
A	Grass, leaves, reeds, thatch, wood or bamboo
B	Tiles, slate, shingle
C	Corrugated iron, Zinc or other metal sheets
D	Asbestos cement sheets
E	Brick and lime
F	Concrete and stone
G	All other material

24. Coding for table E-III was done the last of all. Three different types of codes had to be given. One for the industry, the second for the size of employment and the third for the type of fuel or power, used, if any, for running the machinery. The industrial codes were used as per International Standard Industrial Classification. Coding for units using power was done in Col. 6, while that for units using no power was done in Col. 8 of the houselists showing side by side the different codes in respect of size of employment and type of power used.

25. The various codes, apart from industrial code numbers, used for this table, are:—

Codes Used	Size of Employment
A	1 Person
B	2—5 Persons
C	6—9 Persons
D	10—19 Persons
E	20—49 Persons
F	50—99 Persons
G	100 Persons and above

Codes Used	Types of power used
I	Electricity
II	Liquid fuel
III	Coal, wood and bagasse
IV	Other power.

26. To facilitate the preparation of the main housing tables E-I to E-V information was first compiled in frequency tables from the houselists which were already coded for each one of the tables. Tally marks method was not used for any of the tables. This was the only departure from the instructions for tabulation issued by the Registrar General. Excepting for table E-III, the process of actual counting of the various entries in each page of the houselist was adopted and page-wise total figures were posted in modified frequency tables. Posting of figures in a frequency table was done by one of the sorters, while cent per cent checking of his work was done by another of his colleagues. Supervisors did sample checking.

Frequency Table I.

27. This frequency table contained information abstracted for the table E-I. In the first Col. of this frequency table and in all other frequency tables also page numbers of the houselists were shown and against each page number, entries, were made in respect of different types of Census houses as per codes marked in Col. 4 of the houselist for which separate cols. were provided in the frequency table. The last column heading related to the 'page total' of the number of all types of Census houses (Tally Total). At the bottom three lines were provided for 'page total' 'brought forward total', and 'grand total'. These three lines were provided in all other frequency tables also.

28. *Frequency Table II.* This frequency table related to table E-II based on 20% sample households using owned and rented dwellings, shop cum dwellings, workshop cum dwellings, and dwellings with other uses as per codes marked in col. 14 of the houselist.

29. *Frequency table III.* This frequency table contained the information abstracted for Table E-III. It was prepared in two parts. Part first related to the Indian standard Industrial classification minor group 200 (water mills and other mills for dehusking rice and for grinding wheat etc.). The second part pertained to all the rest of the minor groups the frequency of which was

very small. Both the parts were prepared village-wise. From these two parts of the frequency table final abstracts were prepared in respect of each Tehsil/Sub-Tehsil/Sub-Division and urban area.

30. *Frequency Table IV.*—The main table E-IV was prepared with the help of this frequency table. It contained information about the different codes as marked in cols. 9 and 10 of the houselists for 'material of wall' and for 'material of roof'.

31. *Frequency Table V.* This frequency table related to the table E-V. In this table three columns each for *Sample* 'households with no regular room', 'households with one room', 'households with two rooms', 'households with three rooms', and 'households with four rooms', while four columns for 'households with five rooms and more', were provided. The first column in all these cases related to the number of households belonging to a particular class, while the remaining two columns (excepting for households with five rooms and more) related to number of males and females. In case of households with five rooms and more an additional column relating to number of rooms was provided adjoining the column for number of households in this category.

32. All these frequency tables served the purpose of Abstract Tables also. The grand total in the last page of a set of every type of frequency table gave the final total figures for a Tehsil/Sub-Tehsil/Sub-Division and urban area which were posted in the respective E-series table viz, E-I, E-II, E-III, E-IV and E-V.

Pilot Tabulation and modification in the instructions, if any, as a result thereof.

33. As the tabulation of data returned in the houselist 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.

34. The pilot tabulation of housing tables was carried out by a team consisting of one Supervisor, one compiler-checker and four to five sorters under the supervision of a Statistical Assistant. The method of tabulation, coding and sampling was as stated earlier. Tally marks method was not adopted for any of the tables as it was considered to be inconvenient. Firstly it was a little difficult method for adoption by the sorters. Secondly it was found to be more time taking. Thirdly the checking of accuracy of compilation of the frequency tables prepared by tally marks method was also rather difficult. Therefore, the process of actual counting of the various entries made in each page of the houselist, was adopted and the frequency tables were suitably modified. Figures in a frequency table were posted by one of the sorters while complete checking of his work was done by another sorter. Supervisors also did sample checking.

Tabulation for tables E-I and E-III (full count)

35. Out of the five housing tables two of them viz. tables E-I and E-III were to be prepared on full count while the remaining three tables viz. E-II, E-IV and E-V were to be prepared on the basis of 20 per cent sample households. After the work of coding of the houselists for preparation of tables E-I and E-III was completed the frequency tables I and III containing the information abstracted for the above tables were compiled. These frequency tables served the purpose of compiling the main tables of E-I and E-III.

Tabulation of Table E-I

36. As stated earlier Table E-I was prepared on full count. Codes were marked in column 4 of the houselist. The tally mark system of marking frequency was discontinued and the number of different types of codes occurring on a page of houselist was written in numerical numbers. The frequency sheets were cyclostyled and supplied for the purpose. A specimen of the frequency table is given below.

Frequency Table I

Houselist (HL) Page Nos. From.....to.....

Page No. (FT).....

Contd./Concl'd.

Census Houses and the uses to which they are put (Relevant column of the Houselist is 4.)

1. Name of District and Code No.....
2. Rural areas of Tehsil/Sub Tehsil/Sub-division (Name and Code No.).....
3. Urban area (Name and Code No).

HL page No.	A	B	C	D	E	F	G	H	J	K	L	M	N	O	Tally total
-------------	---	---	---	---	---	---	---	---	---	---	---	---	---	---	-------------

1

2

3

4

5

* Page total

* B. F. Total

** TOTAL

Prepared by.....(Sorter)

Checked by.....(Compiler Checker)

Dated.....

Checked and found correct

Signature Supervisor.....

Dated.....

* Give relevant page number in the space provided after age & BF.

** Write C/F before the word TOTAL if the total is carried forward to the next page.

Tabulation of Table E-III

37. Table E-III was also to be compiled on a full count of all the Census Houses in Himachal Pradesh used as factories and workshops classified by industry, power and no power used and size of employment. Coding for table E-III was thoroughly checked before tabulation. Coding for units using power was done in Column 6, while that for units using no power was shown in column 8 of the houselists showing side by side the different codes in respect of size of employment and type of power used. Frequency table III was prepared in two parts for preparation of table E-III. Part

first related to the Indian Standard Industrial Classification minor group 200 using water power, (water mills and other mills for dehulling rice for grinding wheat etc.) units relating to this minor group being most numerous. The second part pertained to all the rest of the minor groups the frequency of which was very small. Both the parts of the frequency table were prepared village-wise. From these parts the final abstracts were prepared for each Tehsil/Sub-Tehsil/Sub-division and urban area to arrive at the district totals. A specimen of the frequency table III is given below:—

Frequency Table III (i)

Name of District with Code No
.....Name of Tehsil/Sub-Tehsil/Sub-Division with
Code No.I. S. I. C. Minor Group 200
(Relevant Column of the Houselist is 6)

Code No. of village	200 A—IV	200 B—IV	200 C—IV	200 D—IV	200 P—IV
---------------------	----------	----------	----------	----------	----------

38. The second part was completed by actually copying out the codes, in full (i.e. complete codes of industrial classification along with the codes for number of workers and type of power used or no powers used) on a blank paper, tehsil-wise. From this abstract, compilation was made by tally method.

Tabulation for Tables E-II, E-IV and E-V (20% sample).

39. In the first instance sampling of households for tables E-II, E-IV and E-V was done. Coding

for the tables E-II and E-IV was done after making and checking of the 20% sample. No coding was necessary for the table E-V. According to the instructions on tabulation frequency tables II, IV and V were first prepared. These frequency tables contained abstracted information for the preparation of the respective main housing tables, which were then finally tabulated. Specimen forms for marking frequency of tables E-II and E-IV and for compilation of table E-V are reproduced below:—

Frequency Table II

Houselist (HL) Page Nos. From.....to.....

Page No. (FT).....
Contd./Concl'd.

Census Households Classified by Tenure Status

(Relevant columns in the Houselist are 4 and 14)

HL Page No.	AO	BO	CO	OO	AR	BR	CR	OR	Tally Total
-------------	----	----	----	----	----	----	----	----	-------------

1
2
3
4
5

*Page Total

*BF Total

**TOTAL

Prepared by.....

Checked by.....(Compiler Checker)

Date.....(Sorter)

Checked and found correct.....(Supervisor) Date.....

Date.....

* Give relevant page number in the space provided after Page & BF.

**Write C/F before the word TOTAL if the total is carried to the next page.

Frequency Table IV

Houselist (HL) Page Nos. From.....to.....

Page No. (FT).....
Contd./Concl'd.Distribution of Census Houses used wholly or Partly as Dwellings by Wall and Roof Material
(Relevant Columns in the Houselist are 9 and 10)

1. Name of District and Code No.....	2. Urban area (Name and Code No. of town)
--------------------------------------	---

3. Rural Area of Tehsil/Sub-Tehsil/Sub-Division (Name and Code No).....

HL Page No.	Column 9									Tally Total	Column 10							Tally Total
	1	2	3	4	5	6	7	8	9		A	B	C	D	E	F	G	

1
2
3
4
5

* Page Total

* BF Total

**Total

Prepared by.....(Sorter)

Checked by.....(Compiler Checker)

Date.....

Date.....

Checked and found correct.....(Supervisor)

Date.....

* Give relevant page number in the space provided after Page and BF.

**Write C/F before the word TOTAL. if the total is carried forward to the next page.

Frequency Table V

Household (HL) Page Nos. From.....to.....		Page No. (FD)..... Contd./Concl.																
Households (HH) classified by number of members and by number of rooms occupied (Relevant columns in the Household are 13, 15 & 16)																		
1. Name of district and Code No.		2. Urban area (Name and Code No. of town).....																
3. Rural area of Tehsil/Sub-Tehsil/Sub-Division (Name and Code No.).....																		
HL Page No.	Households (H.H.) with										Tally Total							
	0 room		1 room		2 rooms		3 rooms		4 rooms			5 rooms & above						
	S.No. H.H.	M	F	S.No. H.H.	M	F	S.No. H.H.	M	F	S.No. H.H.	M	F	S.No. H.H.	M	F			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
1																		
2																		
3																		
4																		
5																		
* Page Total																		
* BF Total																		
**TOTAL																		
Prepared by.....(Sorter) Checked by.....(Compiler Checker) Checked and found correct by.....(Supervisor)																		
Date..... Date..... Date.....																		

* Give relevant page number in the space provided after Page & FB.

**Write C/F before the word total if the page is carried forward to next page.

Preparation of Subsidiary Tables

40. Each one of the main housing tables had subsidiary tables. Three such subsidiary tables were prepared in respect of table E-III and two in all other cases. All these subsidiary tables were

Subsidiary Table E-I.1—

Subsidiary Table E-I.2—

Subsidiary Table E-II.1

Subsidiary Table E-II.2

Subsidiary Table E-III.1

Subsidiary Table E-III.2

Subsidiary Table E-III.3

Subsidiary Table E-IV.1

Subsidiary Table E-IV.2

Subsidiary Table E-V.1

Subsidiary Table E-V.2

prepared later on after the receipt of proforma headings for the same. These were prepared with the help of calculating machines. No practical difficulty was experienced in preparing the subsidiary tables which were ready in time. A list of these subsidiary tables is given below:—

Distribution of 1,000 Census Houses by vacant and different types of Occupied Census Houses.

Proportion of 1,000 Houses in the rural/urban areas to 1,000 Houses in the District/Tehsil/Sub-Tehsil/Sub-Division.

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).

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).

Proportion of factories and workshops according to Divisions, Major Groups, and selected Minor Groups to 1,000 factories and workshops.

Distribution of 1,000 factories and workshops in each kind of fuel used by size of employment.

Distribution of 1,000 factories and workshops in each Division, Major Group and selected Minor Group by kind of fuel or power used.

Distribution of 1,000 Households living in Census Houses used wholly or partly as dwellings by predominant material of wall (based on 20% sample).

Distribution of 1,000 Households living in Census Houses used wholly or partly as dwellings by predominant material of roof (based on 20% sample).

Distribution of 1,000 Census Households according to number of rooms occupied (based on 20% sample).

Number of persons, males and females per room and persons per Household in each category of Households in two places of decimal (based on 20% sample).

41. These subsidiary tables were to be compiled after working out figures for each columns. The method of working out the figures of each column for preparing the subsidiary tables as prescribed by the Registrar General is also reproduced below for the sake of easy reference.

Note:—S.T. refers to Subsidiary Table.

M.T. refers to Main Table.

$$\begin{aligned}
 \text{E-I.1 Col.2 of S.T.} &= \frac{\text{Col. 4 of M.T.} \times 1000}{\text{Col. 3 of M.T.}} \\
 \text{Col.3 of S.T.} &= \frac{\text{Col. 3—(minus) Col. 4 of M.T.} \times 1000}{\text{Col. 3 of M.T.}} \\
 \text{Col.4 of S.T.} &= \frac{\text{Cols. 5+6+7 of M.T.} \times 1000}{\text{Col. 3 of M.T.}} \\
 \text{Col.5 of S.T.} &= \frac{\text{Col. 5 of M.T.} \times 1000}{\text{Col. 3 of M.T.}}
 \end{aligned}$$

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:—

42. Method of working out the figures of each Column of all Subsidiary Tables to the Housing Tables.

Cols. 2+3 — 1000

Col. 3 — Col. 4+Cols. 8 to 16

Col. 4 — Cols. 5+6+7.

E-I.2. Col.2— $\frac{\text{Vacant houses (Rural) of Col. 4 of M.T.} \times 1000}{\text{Vacant houses (Total) of Col. 4 of M.T.}}$
 Col.3— $\frac{\text{Vacant houses (Urban) of Col. 4 of M.T.} \times 1000}{\text{Vacant houses (Total) of Col. 4 of M.T.}}$
 Col.4— $\frac{\text{Dwellings (Rural) of Col. 5 of M.T.} \times 1000}{\text{Dwellings (Total) of Col. 5 of M.T.}}$

and so on.

In other words Cols. 2+3 — 1000

Cols. 4+5 — 1000

Cols. 6+7 — 1000

Cols. 8+9 — 1000 for each

district and taluk separately.

E-II.1 Col.2 of S.T.— $\frac{\text{Col. 5 of M.T. (Rural)} \times 1000}{\text{Col. 4 of M.T. (Rural)}}$
 Col.3 of S.T.— $\frac{\text{Col. 6 of M.T. (Rural)} \times 1000}{\text{Col. 4 of M.T. (Rural)}}$
 Col.4 of S.T.— $\frac{\text{Col. 7 of M.T. (Rural)} \times 1000}{\text{Col. 4 of M.T. (Rural)}}$
 Col.5 of S.T.— $\frac{\text{Col. 8 of M.T. (Rural)} \times 1000}{\text{Col. 4 of M.T. (Rural)}}$

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

E-II.2 Col.2 of S.T.— $\frac{\text{Col.5 (owned) of M.T. (urban)} \times 1000}{\text{Col.4 (Urban Total) of M.T.}}$
 Col.3 of S.T.— $\frac{\text{Col.5 (Rented) of M.T. (Urban)} \times 1000}{\text{Col.4 (Urban Total) of M.T.}}$

and so on upto cols. 9. In other words total of col. 2 to 9 will be 1000 for each District and taluk separately.

E-III.1 Col.2 of S.T.—1000

Rural Col.3 of S.T.— $\frac{\text{Total of all minor groups under *Division 'A' in Col.4 of M.T. (Rural)} \times 1000}{\text{Total No. of factories and workshops of all Divisions (Rural)}}$
 Col.4 of S.T.— $\frac{\text{Total of all minor groups under Major Groups 1 of Division 'A' in Col.4 of M.T. (Rural)} \times 1000}{\text{Total No. of factories and work-shops of all Divisions (Rural)}}$
 Col.5 of S.T.— $\frac{\text{Selected minor group (of the same major groups taken for Col.4 of S.T.) in Col.4 of M.T. (Rural)} \times 1000}{\text{Total No. of factories and workshops of all Divisions (Rural)}}$

and so on.

*Division 'A' means Division O, or which ever Division comes first in E-III tables.

Note—(i) 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.

(ii) Similar method, as given above for rural, will apply for urban.

E-III.2

Col.2 of S.T.— $\frac{\text{Col.6 of M.T.} \times 1000}{\text{Col.5 of M.T.}}$
 Col.3 of S.T.— $\frac{\text{Col.7 of M.T.} \times 1000}{\text{Col.5 of M.T.}}$

and so on upto col.8

Col.9 of S.T.— $\frac{\text{Col.14 of M.T.} \times 1000}{\text{Col.13 of M.T.}}$
 Col.10 of S.T.— $\frac{\text{Col. 15 of M.T.} \times 1000}{\text{Col.13 of M.T.}}$

and so on upto Col. 15

43. 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 1000 separately for District, rural, urban & City. E-III.3—In this table for each column the

total of 'Electricity', 'Liquid fuel', 'Coal, Wood and Bagasee', 'the Power' and 'No Power' for each territorial unit should be equal to 1000. The calculation will be as follows:—

E-IV.1

Number of workshops and factories
Under each kind of power or fuel or no
Power x 1000
— Total No. of Workshops & factories.

District Rural .. Col.2 of S.T.— $\frac{\text{Col.4 of M.T. (Rural)} \times 1000}{\text{Col.2 of M.T. (Rural)}}$ 'A'
 Col.3 of S.T.— $\frac{\text{Col.5 of M.T. (Rural)} \times 1000}{\text{'A'}}$

and so on

District Urban .. Col.2 of S.T.— $\frac{\text{Col.4 of M.T. (Urban)} \times 1000}{\text{Col.2 of M.T. (Urban)}}$ 'B'
 Col.3 of S.T.— $\frac{\text{Col.5 of M.T. (Urban)} \times 1000}{\text{'B'}}$

and so on

Similarly figures for each taluk/tehsil and city/town can be worked out separately. Total of Cols. 2 to 10 of the Subsidiary table will be 1000 for District rural, urban; Tehsil rural, urban and city separately.

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

E-V.1— District

Col.2 of S.T.— $\frac{\text{Col.7 of M.T. (District Total)} \times 1000}{\text{Col.3 of M.T. (Distt. Total)}}$
 Col.3 of S.T.— $\frac{\text{Col.10 of M.T. (Distt. Total)} \times 1000}{\text{Col.3 of M.T. (Distt. Total)}}$

and so on upto Col. 7

Taluk:—

Col.2. of S.T.— $\frac{\text{Col.7 of M.T. (Taluk Total)} \times 1000}{\text{Col.3 of M.T. (Taluk Total)}}$
 Col.3 of S.T.— $\frac{\text{Col.10 of M.T. (Taluk total)} \times 1000}{\text{Col.3 of M.T. (Taluk Total)}}$

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

E-V.2 Total

Col.2 of S.T.— $\frac{\text{Cols.4+5— (minus) Cols. 8+9 of M.T.}}{\text{Col. 6 of M.T.}}$
 Col.3 of S.T.— $\frac{\text{Cols.4+5— (Minus) Cols.8+9 of M.T.}}{\text{Col.3— (Minus) Col.7 of M.T.}}$
 Col.4 of S.T.— $\frac{\text{Cols.11+12 of M.T.}}{\text{Col.10 of M.T.}}$ 'A'

Col. 5 of S.T.—	Col. 111 of M.T. Col. 10 of M.T.
Col. 6 of S.T.—	Col. 12 of M.T. Col. 10 of M.T.
Col. 7 of S.T.—	'A'
Col. 8 of S.T.—	Cols. 14+15 of M.T. Col. 13 of M.T. x 2
Col. 9 of S.T.—	Col. 14 of M.T. Col. 13 of M.T. x 2
Col. 10 of S.T.—	Col. 15 of M.T. Col. 13 of M.T. x 2
Col. 11 of S.T.—	Cols. 14+15 of M.T. Col. 13 of M.T.
Col. 12 of S.T.—	Cols. 17+18 of M.T. Col. 16 of M.T. x 3
Col. 13 of S.T.—	Col. 17 of M.T. Col. 16 of M.T. x 3
Col. 14 of S.T.—	Col. 18 of M.T. Col. 16 of M.T. x 3
Col. 15 of S.T.—	Cols. 17+18 of M.T. Col. 16 of M.T.
Col. 16 of S.T.—	Cols. 20+21 of M.T. Col. 19 of M.T. x 4
Col. 17 of S.T.—	Col. 20 of M.T. Col. 19 of M.T. x 4
Col. 18 of S.T.—	Col. 21 of M.T. Col. 19 of M.T. x 4
Col. 19 of S.T.—	Cols. 20+21 of M.T. Col. 19 of M.T.
Col. 20 of S.T.—	Cols. 23+24 of M.T. Col. 6- (Minus) Cols. 10 'B' '13x2, 16x3 and 19x4'
Col. 21 of S.T.—	Col. 23 of M.T. 'B'
Col. 22 of S.T.—	Col. 24 of M.T. 'B'
Col. 23 of S.T.—	Cols. 23+24 of M.T. Col. 22 of M.T.

Note :—(i) Figures in Subsidiary Table E-V. 2. will be worked out upto two decimal places and in others in round numbers.

(ii) 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 item where there are no figures at all and 'Negligible' may be written where the figure are less than 1. 'Negligible' (N) will be written only where the figure are coming less than 19, and are not being taken to 1 on account of getting the total of rounded figures to 1000.

CHAPTER II

GENERAL-CUM-CENTRAL TABULATION

Procedural Changes as introduced in 1961 Census

1. Census operations is not merely counting of heads. It involves strenuous efforts after the actual enumeration is over. 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. As stated earlier Tabulation and publication of Census data on State level for Himachal Pradesh as a separate unit has been done for the first time. The previous Census Tabulation in 1951 was done by the Superintendent of Census Operations, Punjab. Data for the 1951 Census in respect of Himachal Pradesh was also published in the respective volumes brought out for the State of Punjab. This being the position no conspicuous comparison, of the procedural changes introduced for the tabulation of 1961 Census data can be given.

3. In our case one Regional-cum-Central Tabulation Office was organised at the Pradesh Headquarters. This Tabulation Office carried out both the General as well as Central Tabulation work side by side.

4. In previous Censuses separate tables for urban and rural areas were not prepared. A special feature for 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 and SCT-III more detailed information is given for urban than for rural areas.

5. For both the rural as well as urban tabulation, 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. The number of Sorter's Tickets prescribed in 1951 was only 10 while in 1961 it is 29 and pro-rate the bulk of sorting and compilation work

involved in 1961 is considerably more than that in 1951.

6. In 1951 the slips were 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.

7. Unlike previous Censuses the tabulation of the data collected in 1961 Census was carried out not on the basis of religion or religious groups as was the usual way right upto 1941, but on the basis of livelihood classes. In the 1961 Census more comprehensive data was collected than in the previous Indian Censuses with the advent of the Five Year Plans and in view of the growing need for basic data by the different Ministries of the Government of India and the State Governments and other various agencies concerned with the planning and developmental activities. Since the country will have successive Five Year Plans, the 1961 Census should produce basic economic data which could be repeated at successive censuses so that comparability could be achieved in the future.

8. With these considerations in view it was decided that the following abstract and tables should be prepared for the 1961 Census:—

A. General Population Tables

- 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 variation since 1901

B. Economic Tables

(i) General Economic Tables

Primary Census Abstract for every village, town and city.

B-I	Summary Table of workers and Non-workers classified by sex and broad age-groups.	Part B : Persons unemployed aged 15 and above by sex and educational standards in rural areas only.
B-II	Workers and Non-workers in cities, town-groups and towns arranged territorially, classified by sex and broad age-groups.	B-IX Persons not at work classified by sex, broad age-groups and type of activity. (ii) Household Economic Tables
B-III	Industrial classification of workers and non-workers by educational standards in : Part A—Urban areas Part B—Rural areas	B-X 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.
B-IV	Industrial classification of persons at work other than at cultivation by sex, and class of worker Part A—Total Part B—Rural Part C—Urban	B-XI Households engaged in cultivation classified by interest in land and size of land cultivated in rural areas only.
B-V	Occupational Classification of persons at work other than at cultivation by sex Part A—Total Part B—Rural Part C—Urban.	B-XII Households engaged in cultivation only classified by size of land cultivated and number of family workers and hired workers in rural areas only.
B-VI	Classification by occupational Divisions of persons at work other than at cultivation by sex, broad age-groups and educational standards in Urban areas only.	B-XIII Households engaged both in cultivation and household Industry showing size of land cultivated, classified by principal Household Industry in rural 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. Part B : Industrial Classification by sex of persons working in non-household industry, trade, business, profession or service who are also workers engaged in Household Industry.	B-XIV 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 the number of persons engaged. Part B : Households classified by minor groups of Principal Household Industry.
B-VIII	Part A : Persons unemployed aged 15 and above by sex, broad age-groups and educational standards in urban areas only.	B-XV Households engaged both in cultivation and Household Industry classified by size of land in rural areas only. B-XVI Principal Household Industry classified by period of working and total number of workers engaged in Household Industry in all areas. C. Social and Cultural Tables C-I Size and composition of sample Households Part A—Size of Sample Households Part B—Composition of Sample Households. C-II Age, Sex and marital status. C-III Age, Sex and education

	Part A—Urban areas. Part B—Rural areas.	SCT-III Education. Part A—Urban areas. Part B—Rural areas.
C-IV	Single year age returns.	SCT-IV Religion.
C-V	Mother-tongue.	SCT-V Households engaged in cultivation classified by interest in land and size of land cultivated in rural areas only. SC. Special Table for Scheduled Castes only.
C-VI	Bilingualism.	SC-I Scheduled Castes not at work classified by sex, type of activity and educational standards. ST. Special Tables for Scheduled Tribes only.
C-VII	Religion.	ST-I Mother-tongue and Bilingualism.
C-VIII	Scheduled Castes and Scheduled Tribes. Part A—Classified by literacy and industrial category of workers and non-workers among Scheduled Castes. Part B—Classified by literacy and Industrial category of workers and non-workers among Scheduled Tribes.	ST-II Persons not at work classified by sex and type of activity.
	D. Migration Tables. 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 standards 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.	9. A comparison has also been made with the tables prepared at the 1951 Census and at the earlier Censuses.
	E. Housing Tables E-I Census Houses and the uses to which they are put. E-II Census Households classified by tenure status. E-III Census houses used as workshops and factories classified by industry, power used and size of employment. E-IV Distribution of Census Houses used wholly or partly as dwellings by wall and roof material. E-V Households classified by number of members and by number of rooms occupied.	A. General Population Tables 10. Tables I, II, III and IV follow the 1951 model. In Tables II and IV variation in population is given for sixty years while the corresponding 1951 Table gave variation only for fifty years. Percentage variation is also given from decade to decade. Table III relates only to villages while at the former Censuses it related both to villages and towns. The Table corresponding to Table-A-V of the 1951 Census has been included in the Economic Tables.
	SCT. Special Tables for Scheduled Castes and Scheduled Tribes. SCT-I Industrial classification of persons at work and non-workers by sex. SCT-II Age and Marital Status.	Primary Census Abstract 11. In the 1951 Census a significant change was made in the presentation of Census data at the village or town level. In the 1941 and earlier Censuses religion was adopted as basis on which primary sorting and tabulation were done and the population classified by religion and sex, thus obtained was given in the village statistics. The Primary Census Abstract in addition gives data on the number of literate and educated persons and number of members of Scheduled Castes and Scheduled Tribes sex-wise, separately. B. Economic Tables 12. In all sixteen tables have been prepared for the 1961 Census. Nine tables relate to the General

Population and seven are Household Economic Tables. This time the number of Economic Tables is more than twice the number prepared at the 1951 Census. The tables are also more elaborate this time. The working population in each of the nine categories of workers adopted for Primary Census Abstract and non-working population has been divided by broad age-groups viz., 0 to 14, 15 to 34, 35 to 59 and 60. The working population has been classified separately according to the returns for occupation and industry. The Indian Census Economic Classification adopted at the 1951 Census was neither a purely industrial nor a purely occupational but was a combination of both. There were only 10 divisions and 88 sub-divisions of industries and services. According to the International Standard Classifications of industries and occupations followed at the present Census, there are more than 300 occupational families and industrial minor groups for which figures have been given and the population under each distributed by sex.

13. The Household Economic tables are a special feature of the 1961 Census. The seven Household Economic tables have been prepared by the Mechanical Tabulation Unit in the Office of the Registrar General, India where 20 % sample household Schedules were sent for this purpose. Institutional households were not taken into account while drawing the sample.

C. Social and Cultural Tables

14. All the Social and Cultural tables are based on the corresponding tables of 1951 Census. In view of the fact that broad age-groups are already given in the economic tables any table similar to table C-II of the last Census giving the livelihood classes by age-groups has not been prepared.

D. Migration Tables

15. Tables D. I and D. II correspond to similar tables of 1951 Census. Tables D. III, D-III A and D-VI relate to the new question on migration.

E. Housing Tables

16. The information on housing has been collected for the first time on a uniform All-India Schedule in the 1961 Census.

SC. T. Special Tables for Scheduled Castes and Scheduled Tribes.

17. At the 1951 Census there were no special tables for Scheduled Castes and Scheduled Tribes

except a table giving the total number of persons belonging to Scheduled Castes and Scheduled Tribes and their distribution among the eight livelihood classes adopted for the Census.

SC. Special Tables for Scheduled Castes only

18. A special table for persons belonging to Scheduled Castes who are not at work, classified by sex, type of activities and educational standards has been prepared for the first time at the 1961 Census.

ST. Special Tables for Scheduled Tribes only.

19. Two special tables have been prepared for Scheduled Tribes showing the distribution of each tribe by mother-tongue and bilingualism and persons not at work classified by sex and type of activity respectively.

20. Besides these main tables subsidiary tables and in some cases appendices were also prepared.

Central Training to Statistical Assistants in the State Census Offices

21. The Tabulation Officer and Statistical Assistants recruited for the tabulation office 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 and also know the intricacies and difficulties experienced in filling up different questions therein. They therefore, formed the nucleus of experienced officers placed in charge of the tabulation office.

Organisation of Regional Tabulation Offices.

22. It was decided in the Second Conference of Superintendents of Census Operations held from the 5th to 12th of August, 1960 that there will be a Regional Tabulation Office responsible for the tabulation of about five million population. In the case of Himachal Pradesh where the total population is a little over one million there was no need to set up Regional Tabulation Offices. As such only one Tabulation Office was set up at the Headquarters which handled all sorting and tabulation work for the whole of the Pradesh. This Tabulation Office was therefore, Central Tabulation Office also. Further details about its organisation, arrangements for accommodation, staff set up, furniture and other equipment and other miscellaneous matters are the same as indicated under Chapter I-Housing Tabulation.

Forms, Instructions and other Literature.

23. The Superintendent of Census Operations, Punjab had very kindly agreed to print for us the prescribed Sorters' Tickets, Compilers' Posting Statements and instruction for Compiler Checkers alongwith the requirements of these forms for his own Tabulation Offices. I had accordingly intimated to the Superintendent of Census Operations Punjab, Chandigarh our requirements of such forms vide D. O. letter No. Census-109-60-989 dated February 27th, 1961. These requirements were included in his estimates of forms which were printed locally at Chandigarh. I was able to get these printed forms in time and there was no difficulty. As soon as our requirements were available from the press these were sent to us. Later on some forms of Compiler's Posting Statements Nos. 20, 28 and 38A and E-III table forms, were obtained from the Superintendent of Census Operations, Delhi. Instructions on sorting and tabulation as were issued from the Registrar General, India's office were followed. The number of all these forms, leaf lets and other instructions used in the tabulation office are listed in Appendix VIII of Section-II-Appendices to this report.

Scrutiny of individual slips

24. The individual slips of all districts 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 slips 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 treatments before undertaking sorting are given as follows.

25. Individual slips in many cases were not found to have been filled up with due care. Despite clear instructions, full relationships of individuals with the respective Heads of their households had not been recorded in a large number of slips. This discrepancy was observed invariably in a considerable number of slips in respect of all Tehsils/Sub-Tehsils/Sub-Divisions. In a few cases some unusual words such as 'Kaka' (for father's brother) 'Bibi' and 'Bubu' (for father's sister) 'ji' (for mother), had been recorded for relationships, but such words were substituted by seeking clarifications from the ex-census clerks and members of

the office staff belonging to the respective regions or areas.

26. Age was not recorded in a few individual slips. Cases of unspecified ages were found in the individual slips relating to all areas. From 10 to 30 such cases were noticed in every Tehsil/Sub-Tehsil/Sub-Division. Percentage was negligible. Some corrections were made with the help of Census record filled up on the back side of household schedules. Others were grouped under 'age not stated'.

27. In a few cases marital status had not been indicated in the individual slips. The questions about 'Birth place R/U' and 'Duration of residence if born elsewhere' were also not given in some cases.

28. In Chamba, Pachhad, Jogindarnagar and Bilaspur Sadar Tehsils Scheduled Castes other than those of the 52 Scheduled Castes declared for Himachal Pradesh recorded. Muslims were found to have been returned as Scheduled Castes in Jubbals, Nahan and Arki Tehsils. Some Nepali nationals had also been recorded as belonging to Scheduled Castes in Jubbals and Chaupal Tehsils.

29. In some other slips Scheduled Castes/Scheduled Tribes or 'Arya' had been recorded instead of the actual names of the Scheduled Castes or Scheduled Tribes concerned wherever possible. Such entries were got clarified from the Charge Officers concerned. Stray cases, had to be categorised as 'Un-specified Scheduled Castes /Tribes'.

30. In a very few individual slips 'Sanskrit' was returned as a subsidiary language.

31. In Mandi District in a number of individual slips 'Hindi' had been returned as mother tongue in respect of those persons who were born in that District and the mother tongue of whose parents was not Hindi but Mandiali. This is obviously wrong. The reason for this was because according to some enumerators and supervisors Pahari or Mandiali was not a language in the absence of a script of its own. This was changed. Such cases were brought to the notice of Registrar General who pointed out that it was a sacred principal not to tamper with the Census returns and that the tables will have to be compiled according to the actual returns with footnotes.

32. As regards economic questions broadly speaking the following types of inconsistencies were noticed in the individual slips.

33. In some cases entries were found to have been made against the questions i. e. 8 to 11 meant

for workers and also against question 12 which is applicable to non-workers only. This showed carelessness on the part of enumerators.

34. In so many other individual slips more than one occupation had been recorded, but the principal occupation had been indicated by putting a ring around the requisite question number. Similarly the occupation of secondary importance had also not been indicated by a tick mark in such individual slips. Such cases where principal occupation had not been indicated, were found in almost all the Tehsils, but there was greater number of the same in Rampur (about 500), Seoni (about 400), Kasumpti (about 300), Chaurah (about 500), Jogindarnagar (about 700), Mandi Sadar (20) and Brahmaur (20).

35. Instead of recording the Agricultural Labourers against Q. No.9 in a number of cases, Q. No. 11 was found to have been answered.

36. Some of the industries and occupations e. g. shop-keeping, construction, dhobi, barber, domestic servant, nurse and musician which by their nature are not household industries but had been recorded against Q. No. 10 of the individual slips in many cases.

37. Details about occupations had not been furnished in some of the individual slips e. g. in the case of some of the teachers it had not been mentioned that whether they were employed in Primary, Middle, High or Higher Secondary Schools. For such cases of teachers they had been shown to be serving in the Education Department, Himachal Pradesh. Similarly in the case of Nahan Foundry many individual slips did not indicate different occupations of the persons enumerated there.

38. In nearly 10 % cases the category of workers as employer, employee, single worker and household worker had not been indicated. This was inserted in our Tabulation Office with the guidance of the details given about the occupation of the persons concerned.

39. In some of the individual slips relating to very young children of even 0-5 years of age certain occupations like 'cultivation' and tending the cattle' had been recorded. Such cases were most commonly found in the Tehsils and Sub-Tehsils of Pachhad (about 100), Chamba (150), Rampur (30), Sundarnagar (25), Kumharsain, (25) Jubbal (40) and Chaupal (50).

Coding of Slips for Occupation and Industry

40. (a) For Urban and (b) for Rural Areas : There was no distinction as per procedure for coding of slips for rural and urban areas. Two of the groups were responsible for coding of all the urban slips. The enumeration record for a single rural or a single urban area was handed over to the leader of a team for coding of Industry and Occupation, in respect of question 10 and 11 of the individual slips. In some States one sorter did coding for questions 10 (a) and 11 (a) while another sorter coded for the questions 10 (b) and 11 (b) of a slip. But in our case the same sorter coded all questions i.e., 10 (a), 10 (b), 11 (a) and 11 (b) of a slip.

41. In addition to the booklets on coding a list of the most common Industries with common occupations, showing the two three digit codes side by side against the description was supplied to all the officials engaged in the coding work. This was of great help for reference and guidance of the officials concerned. Coding was done in red ink/red pencil to make it distinct.

Pilot Sorting and determination of Norms

42. A pilot sorting team, consisting of two Statistical Assistants, a Supervisor and a Sorter sorted the Individual slips relating to a rural and an urban area and thus arrived at norms for the different sorter's tickets, which were :—

Sorter's ticket No.	Norm
1, 2 and 3 (Rural)	750
1, 2, 3 and 4 (Urban)	675
5 (a)	2,000
5 (b)	4,000
6	1,500
7	5,000
8	3,500
9	2,000
10	2,000
11	6,000
12	6,000
13	2,500
14	2,000
15	4,500
16 (a)	No norm was fixed due to very small number of slips in Himachal Pradesh.
16 (b)	—do—
17	4,000
18	4,000
19	2,500
20	This ticket was not to be prepared in our case as there was no 'city' in Himachal Pradesh.

21	6,000
22	4,000
23	3,500
24	2,500
25 (a)	No norm was fixed due to small number of slips in Himachal Pradesh.
25 (b)	2,500
26	No norm was fixed due to small number of slips.
27	3,000
28	4,000
29	3,000

First stage of Sorting

43. Individual slips in respect of a single rural/urban area were handed over to a single group, supervisor of which was responsible for the sorting. The sorters were, in turn, allotted various blocks, who sorted out slips village by village for Tickets 1 to 3 for rural and blockwise for tickets 1 to 4 for urban area. Cent per cent checking of this work was done by compiler-checkers/supervisors. Relaxation in norm was given in case of a sorter, who had to sort out slips in respect of villages with small population figures. Each team ordinarily comprised of 10 sorters, two compiler-checkers and one supervisor.

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

44. After the checking of individual slips was over, the work of sorting for Sorter's Ticket 1 to 3 was taken up for all the districts. The unit of sorting for Tickets 1 to 3 was a block which was kept in tact. It was ensured that the sorting for Scheduled Castes and Scheduled Tribes was quite correct. Supervisors and compiler-checkers 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 enumerators abstract for different blocks of the villages.

45. Sorting for sorter's ticket 2 was comparatively easy. In this case also the supervisors and compiler-checkers did 100 percent checking.

46. 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. Detailed instructions were given to all sorters, compiler-checkers and supervisors about the industrial classification of workers into categories I-IX. The work of sorting was fully checked by the compiler-checkers and supervisors. Checking was also done by the Tabulation Assistants, Statistical Assistants, Tabulation Officer and the Superintendent of Census operations.

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

47. The sorting of Tickets 1 to 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. The supervisor and compiler-checkers checked the accuracy of the sorting. As soon as the sorting of one block was completed by any sorter, all the slips were fully counted by the compiler-checker. 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.

(c) Compilation of P. C. As :

48. After sorting for tickets 1 to 3, in respect of a particular rural area and for tickets 1 to 4 in respect of a particular urban area was completed, the tickets were entrusted to the Compiler-checkers for preparation of P. C. As. Some of the sorters also prepared the P. C. As. A number of difficulties were experienced in the preparation of P.C. As. which were however, overcome. These are mentioned hereunder alongwith the solutions adopted:—

(a) Number of houses and number of households as mentioned in the household schedule abstracts were found to be wrong in many cases. Actual counting and re-checking of the work, was, therefore, done to ensure accuracy.

(b) Names of villages and their spellings presented another difficulty. Provisional names were, therefore, entered in pencil, which were corrected later on.

(c) The Rural/Urban Registers were grossly incomplete, so far as area figures, and Hadbast numbers are concerned. In some of the registers Area figures were not given, while on others incorrect figures had been recorded. Even code numbers mentioned in some of the cases were found to be incorrect. Corrections were made from the house-lists. Correct area figures and Hadbast numbers were sought from the Charge Officers and corrections made in the P. C. As.

(d) P. C. A. forms were found to be of a smaller size than the desirable size. The form was a bit small and inconvenience was felt in making entries relating to populous villages.

(e) Horizontal lines should have been printed in the sorter's tickets. Such lines were not printed for different categories in the various tickets. Had this been done, preparation of the tickets would have been more convenient.

Box Making

49. For the sake of convenience in case of rural areas, slips relating to the various categories of workers/non-workers were combined for 25 villages (representing one page of P. C. A.) at a time. This helped in avoiding all the inconsistencies in the P. C. As. Errors of sorting and other errors noticed at the time of box making required necessary corrections in the P.C. As., which were made.

50. For the urban areas box making was done separately for each town, and even now the slips are lying town-wise. This is useful from the point of view that any subsequent compilation or sorting, if desired to be done townwise, can be done conveniently. However, if as according to instructions, box making had been done by combining the slips relating to the various towns in a particular district, further districtwise compilation of the final tables would have been comparatively easier.

Subsequent Sorting

51. The sorting for Tickets 5 (a) onwards for urban areas and 5 (b) onwards for rural areas was undertaken after all the boxes were made up. Instead of handing over boxes containing fixed number of slips, slips relating to all the categories of workers/non-workers in respect of a single rural/urban area were handed over to the supervisor of a team. He, in turn handed over a single category of worker/non-worker relating to one sex at a time to a sorter. The sorter was required to complete the preparation of all the 29 tickets before taking up another bundle of slips. This method proved to be convenient and manageable. The figures could also, easily be checked up and tallied with the P. C. As. In Himachal Pradesh in all the rural areas the categories of cultivators and non-workers have comparatively for more slips than the rest of the categories of workers. The number of slips in the rest of the categories are comparatively smaller, and, therefore, the above mentioned method of sorting was more convenient in our case. During the sorting work, 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 detected in each case. A statement of actual sorter months, compiler checker, months and supervisor, months consumed

in the Tabulation office is printed at Appendix V in Section II-Appendices to this report.

52. Salient features of each of the sorter's tickets are given below :—

S. T. 5 (a)

53. This ticket was meant for urban areas only and was taken up after the box making stage. 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)

54. 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

55. 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.

S. T. 7

56. 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

57. The ticket was meant 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

58. The ticket was prepared both for urban and rural areas. The slips were sorted for Industrial Categories according to the National Standard Industrial Classification.

S. T. 10

59. This ticket was also prepared both for urban as well as rural areas. The ticket meant for slips relating to household industries only.

S. T. 11

60. This ticket was prepared for both the 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 work 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

61. This ticket was also prepared for both rural and urban areas. It was meant for the persons following household industry as principal work and cultivation and agricultural labour as secondary work.

S. T. 13

62. The ticket was prepared both for urban and rural areas. This ticket dealt with 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

63. The ticket was prepared for both urban and rural areas dealing 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

64. This ticket was prepared for both urban and rural areas and 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 eight types of activities of non-workers.

S. T. 16 (a)

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

S. T. 16 (b)

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

S. T. 17

67. In this ticket 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.

S. T. 18

68. The ticket was prepared for both urban and rural areas. For this slips were sorted for migrants. The slips relating to all the industrial categories of workers and non-workers were sorted for the birth place recorded in Question 4 (a) of the slip. The birth places were classified as—

- (1) The place of enumeration
- (2) Within the district of enumeration
- (3) Other district 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 birth place, i.e., whether rural or urban or unclassifiable.

S. T. 19

69. The ticket was prepared both for urban and rural areas in respect of migrants in each category

of workers and non-workers according to the duration of residence. The classification into rural, urban and unclassifiable already made in S. T. 18 was retained.

S. T. 19(a)

70. This ticket was also 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 having been sorted according to the specified age-groups. The classification according to the rural, urban and unclassifiable as given in S. T. 18 was also maintained.

S. T. 21

71. This ticket was prepared both for 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

72. The ticket was prepared for both urban and rural areas. Slips were sorted according to religion.

S. T. 23

73. 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.

S. T. 24

74. This 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)

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

76. 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

77. 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 scavenging.

S. T. 27

78. This 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. 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

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

S. T. 29

80. 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.

Monthly progress of sorting in the Tabulation office in respect of slips sorted for tickets is given at appendix VIII in Section II-Appendices to this report.

Compilation

81. Compiler's posting statements were prepared after all the tickets, in respect of all the categories of workers/non-workers had been completed in respect of a particular Rural/Urban Area. After the sorting of the slips for tickets was completed, the filled in tickets were passed on to another team for checking of the totals of the tickets horizontally and vertically before posting them in the Compiler's Posting Statements. 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 Statement : The salient features of each of the Compiler's Posting Statements which were compiled are detailed below:—

CPS 1

82. This statement was compiled for urban areas only from S. T. 4. 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

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

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

CPS 3

84. 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

85. 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

86. This statement was also prepared for rural areas only from S. T. 5 (b). 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

87. 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

88. The statement was prepared for urban areas only from S. T. 6. Separate statement were compiled for each Occupational Division 0, 1, 2, 3, 4, 5, 6, 7, 8, 9, and X. The figures in each age-groups 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 Tables B-VI (Urban).

CPS 8

89. 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 Tables C-II.

CPS 9

90. 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.

This posting statement gave figures for Table C-IV.

CPS 10

91. 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

92. 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.

CPS 12

93. 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

94. 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

95. 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

96. 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

97. 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

98. 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

99. 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

100. 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 was 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

101. 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

102. 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

103. 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

104. 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

105. 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

106. 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

107. 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

108. 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

109. 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

110. 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 category, 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

111. 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 Table-C-V and C-VI.

CPS 31

112. 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 birth place 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 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 birth place in India.

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

CPS 32

113. 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 years, 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 birth place 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)

114. 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-groups 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 35

115. 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

116. 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 religious other than Hindu, Muslim, Sikh, Christian, Jain and Buddhist were clubbed together and shown under 'Other Religious and Persuasions' giving separate figures for each under a foot note.

CPS 37

117. The statement was compiled for both rural and urban areas from S.T. 22. Separate statement 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)

118. 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)

119. 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)

120. 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)

121. 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)

122. This posting statement was posted from S.T. 24 for both rural and urban areas. 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)

123. 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)

124. This statement was posted for urban areas only from Sorter's Ticket 25(a) relating to Scheduled Castes. Statements relating to illiterate, literate (without educational relating to illiterate, literate 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)

125. 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)

126. 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 non-workers.

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

CPS 42(B)

127. 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

128. 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 Schedule 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

129. 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

130. 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 non-workers.

This statement gave figures for Table ST-I.

CPS 46

131. 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.

Tabulation

132. For the purposes of final Tabulation, all the sorter's tickets and compiler's posting statements relating to various districts were distributed amongst the teams. After satisfying the correctness of the compiler's posting statements, the tabulation of figures in the blank forms of the prescribed tables was taken up. After the tables were prepared fair copies thereof were 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. A list of the main tables which were prepared is given earlier in this chapter.

Preparation of subsidiary tables and other statistics required for the descriptive report.

133. All the forms of the subsidiary tables were prescribed and detailed methods for working them out were laid down by Registrar General, India. After the main tables for any of the series were ready preparation of subsidiary tables was taken up. Before taking up compilation of each of the subsidiary tables the methods of compilation of data was explained to the Compiler who was entrusted with the job under the guidance of a Statistical Assistant. Correctness of all the subsidiary tables was checked before these were furnished to the Registrar General.

134. Besides subsidiary tables numerous inset tables based on the main Census Tables were prepared for inclusion in the descriptive report viz; Part IA-General Report. 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. For the compilation of these inset tables a team of about 8 to 10 persons was formed.

Bonus Scheme for Sorters

135. No sorter was paid bonus in our Tabulation Unit mainly due to the fact that excepting the initial direct recruitment of supervisors and compiler checkers subsequent vacancies were filled by promotions made out of deserving sorters. This was in itself a reward to the deserving persons. Even some intelligent and literate Class IV employees were promoted later on as sorters.

Miscellaneous Administrative Matters

136. The Tabulation office being nearer to my main office at Simla it was possible for me to do constant and close supervision and to give directions throughout. This also eliminated the appointment of a separate Drawing and Disbursing Officer which otherwise would have been necessary in the interest of work. I disbursed pay and allowances of the tabulation staff promptly leaving no chance for accounts keeping and budgeting irregularities which would have found place in a separate drawing and disbursing office.

**Winding up of Regional Tabulation Offices
Disbandment of Staff-Transfer of some staff to
Central Tabulation Office**

137. Complete tabulation was done by a single unit in our case. Immediately after the sorting work was completed, I diverted some of my tabulation staff to fertility survey in the Pradesh. Some staff was also deployed on the work connected with various other special studies and surveys undertaken by us. Later on as and when there was no work left for them such of the staff as sorters, compiler checkers and supervisors were allowed to seek new jobs for themselves in other departments. Some of these men were also absorbed in other posts falling vacant in my office from time to time.

Transfer of Records to Central Tabulation Office

138. All our records were already at one place in the tabulation office. So long as this tabulation office worked as such in a separate building these records were not transferred to any other place.

Arrangements for preservation of filled up Household Schedules and Individual slips

139. On transfer of the tabulation office from Bilaspur House to my office in Boswell, arrangements were made for preservation of filled up household schedules and individual slips which were brought from there. These were kept in the out-houses attached to my office building uptill the time

of writing of this report. The record was sprayed with insecticides from time to time.

Disposal of other records including schedules and slips used in training Sample Census and unfilled schedules and slips

140. A small number of Schedules and slips were left over unfilled.

Disposal of Surplus Stores including furniture articles

141. A small number of articles of minor equipment including furniture articles having become surplus to our requirements after disbandment of

tabulation staff have not been disposed off so far. These are in stock and can be used during the next Census.

Surrender of accommodation hired

142. The remaining staff of our tabulation office in Bilaspur House at Summer Hill was transferred to my office in the month of February, 1963. All stores including furniture articles and office records were also shifted to Boswell from there. The accommodation in the Bilaspur House, where the tabulation office was housed was surrendered to the Assistant Estate Manager immediately on vacation by us.

CHAPTER III

THE DISTRICT CENSUS HANDBOOKS

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 districtwise 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.

2. (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.

(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. Education 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 Houselists
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.

3. **Village Directory** :—As it was necessary to collect additional information for each and every village to be incorporated in the village directories special proforma was devised for collection of important information about a village or a town. This proforma was printed in Hindi at the Himachal Pradesh Administration Press alongwith instructions about filling in the same. Sufficient copies of the proforma were sent to the charge officers

to cover all the inhabited census villages and the towns. The proforma was designed to give the following information :—

(Part I)

4. Name of the village/town with its code number and the name of tehsil/sub-tehsil/sub-division in which the village/town was situated. Total number of census houses, census households and population in the village/town and its area.

(Part II)

5. Information about post office, telegraph office telephone office, educational institutions, hospitals, dispensaries.

(Part III)

6. Information about drinking water facilities, nearness to roads and rails, electrification, cooperative societies and banks and government offices in the village.

(Part IV)

7. Agricultural information-type of crops grown, types of fruits grown in the village and facilities of Government agricultural farms, nurseries, progeny orchards-where available for the village.

(Part V)

8. Cottage industries and crafts practised in the village.

(Part VI)

9. Religious institutions-temples, mosques, places of pilgrimage existing in the village and important fairs celebrated in the village.

10. All the patwaries had instructions to fill in the proforma of village directory about each village in their patwar circles.

11. The village directories were received from all tehsils, and compilation done in tables prescribed by the Registrar General. Checking of the information received was done by sending out staff to the field. A great deal of checking was involved for exactness. Lists of posts and telegraph offices, educational institutions, medical institutions, agricultural and veterinary institutions in the Pradesh had also been obtained from the different Government department concerned for cross-checking the related information given in the village directories before printing the same in the District Census Handbook.

Other Information for District Census Handbooks—

12. In addition to the tables prepared for District Census Handbooks in the Tabulation Office, relating to data of Census count, the Registrar General, had issued instructions to collect information from various Heads of Departments in the Himachal Pradesh Administration and Government of India on various subjects to be printed in the District Census Handbooks. The subjects, on which information was collected, are listed below:—

I—Vital Statistics

13. Information about births and deaths recorded in 1951-1961.

II—Agricultural Statistics 1951-61

14. Information about rainfall, snowfall, temperature, land utilisation statistics, area under crops, area irrigated, yield rates of principal crops, agricultural wages, consumption statistics, cost of cultivation, irrigation projects and crop cutting experiments.

III—Industrial Statistics 1951-60.

15. Information about growth of factories, labour working in factories, joint stock companies, industrial technical and training institutes; registered factories, firms and trade unions, mines and minerals etc.

IV—Administrative Statistics 1951-60

16. Information about tax revenue, number and description of registered documents and value of properties transferred, civil justice-number of suits instituted and decided, population in jails, strength of police, cooperative societies and number of their members, shares, capital, loans, etc. issued.

V—Education Statistics 1951-60

17. Information about number of educational institutions, teachers and scholars.

VI—Statistics of Public Entertainment, Press and Journals 1951-60.

VII—Employment 1951-60

19. Information about occupational distribution of applicants on live registers of Employment Exchanges, registration and placing work done by the Employment Exchanges and distribution of Himachal Pradesh employees in the districts.

VIII—Medical and Public Health 1951-60

20. Number of hospitals, dispensaries etc.

IX—Local Bodies

21. Information about constitution of local bodies, with income and expenditure, Gram Panchayats and judicial Panchayats.

X—Transport and Communication 1951-60

22. Information about roads, bungalows, rest houses towns and villages electrified, motor vehicles on roads, road accidents, transportation rates, telephone, telegraph-wireless facilities, estimated number of postal articles handled in post offices etc.

XI—Banks, Insurances and Small Savings 1951-60**XII—Live stock and Fisheries 1951-60****XIII—Calendar of Important Events 1951-60****XIV—Statistics of Community Development Five Year Plans 1951-60****XV—Forests 1951-60**

27. Information about forest area, area closed and opened to grazing, afforestation, offences against forest wealth, raw material useable in industries, medicinal herbs and plants cultivated or growing wild in the forests.

XVI—Prices of Staple Food-Stuffs month by month and cost of living index**XVII—Hats and Markets****XVIII—Miscellaneous**

30. Information about the number of ex-servicemen etc.

31. Proformas and tables were devised by my office for collection of the above information for the District Census Handbooks and sent out to

the various Heads of Departments. As in most cases the information was called for relating to a decade, it meant quite a lot of work to the Heads of Departments concerned. A lot of correspondence is involved in this work. To facilitate the work of Heads of Departments, I had sent out proformas and tables cyclostyled on printing paper in sufficient number, so that they were saved the trouble of typing proformas at their end, and had simply to fill in the requisite information in the different columns provided for the same. This helped in quick supply of the information in many cases and at the same time in getting the information according to the framework of my tables and proformas.

32. Compilation work of data for District Census Handbooks was taken up after collection of information from various Departments in Himachal Pradesh Administration and Government of India on various subjects printed in the District Census Handbooks which also contain tables relating to data of Census count. The information received from various sources was processed and checked carefully before inclusion in the District Census Handbooks. Six District Census Handbooks will be brought out for each of the six districts in Himachal Pradesh. It has been decided that one thousand copies of each District Handbook should be printed. At the time of writing of this Report three District Census Handbooks for Chamba, Bilaspur and Kinnaur Districts had been printed the rest being in the press. As per practice followed in the 1951 Census the printing of 1961 District Census Handbooks is the responsibility of the State Government which is to provide paper for the purpose and to bear all printing expenditure thereon. This arrangement has been agreed to with Himachal Pradesh Administration in our case.

CHAPTER IV**FERTILITY SURVEY AND SOCIO ECONOMIC VILLAGE SURVEY****Fertility Survey**

1. The work of fertility survey in Himachal Pradesh was carried out according to the instructions issued by the Registrar General vide letter No.16-20/61-VS dated 11th October, 1961. This work was undertaken in 10% selected blocks in the rural and 50% blocks in urban areas, of each of the six districts. This work was taken up after our sorting work in the tabulation office had been completed. A team of sorters, compiler checkers and supervisors under the supervision of a statistical assistant was engaged in this work after imparting training to them. For field work the team allotted to the task had to undertake extensive touring in the Pradesh including difficult and inaccessible area.

2. After the enumeration was over and sorting work in the Tabulation Office had been completed, I diverted some of my tabulation staff to this fertility survey in the Pradesh. Before sending out the sorters to the field, they were given training in accordance with instructions issued from the Office of the Registrar General. Schedules for the fertility survey were got printed by me in the Himachal Pradesh Administration Press, Simla. The whole of Himachal Pradesh was covered in this survey. Blocks were selected on the basis of systematic random sampling and the number of blocks covered in each district are given below:—

	Total	Rural	Urban
Chamba District	41	33	8
Mandi District ..	71	52	19
Bilaspur District ..	27	22	5
Mahasu District ..	69	57	12
Sirmur District ..	36	26	10
Kinnaur District ..	7	7	..

3. A team of sorters, compiler checkers, supervisors earmarked to do fertility survey under the supervision of a statistical assistant went out to a district and fanned out into the Tehsils/Sub-tehsils/Sub-Divisions there, according to the number of selected blocks in each such units. A compiler was responsible for the work of a selected number of

sorters working under him in the field and a supervisor was responsible for a number of compilers and the statistical assistant was responsible for the work of the entire team in the district. The team first of all used to go to the Tehsildar/Naib-Tehsildar Sub-Divisional Officer, who was issued a letter by me about the fertility survey to be done in his area and he helped the team to reach the proper villages for the survey. The team before going out to the field was made thoroughly aware of the places to be visited and given copies of the "Makan Suchi ke Saransh" from the Census record in my office. In these "Saransh" all the households stand listed for the villages where the fertility survey was to be carried out. These are the same "Saransh" as were used during the actual enumeration by the enumerators for the villages. Thus there was no chance for a sorter to go astray when he goes out for fertility survey in a selected village.

4. After tabulating fertility survey data in my office tables prepared in respect thereof have also been sent to the Registrar General's Office along with the sample survey slips. For further tabulation of fertility slips in respect of spacing of children, it was decided that machine tabulation should be under taken centrally at the Office of the Registrar General on the basis of 10 per cent of the fertility slips

Socio-Economic Village survey

5. 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 facts 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. 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, Tehsildars, Collectors, etc.

6. 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, teshil and the village over a decade from 1951 to 1960 so as to facilitate a comparison in time and space.

7. The model schedules received from the Registrar General were finalised with suitable modifications in view of the conditions obtaining in the Union Territory of Himachal Pradesh.

8. The Registrar General had advised each State to select a minimum of 35 villages for survey (the optimum being 50 villages). Detailed instructions had been received as to how these villages should be selected for survey. The District Census Officers and the Charge Officers were asked to select a number of villages in each charge in accordance with the principles and instructions laid down for such selection. They were also asked to write notes on the villages selected, in which they gave some basic information justifying the selection. On the basis of the information that I received, I made a selection of 35 villages for socio-economic survey. The list of villages selected is given here below:—

LIST OF VILLAGES SELECTED FOR SOCIO-ECONOMIC SURVEY

Sl. No.	Name of village	Tehsil/Sub-Tehsil/ Sub-Division	District
1	2	3	4
1.	Devi Kothi	Tehsil Chaurah	Chamba
2.	Kupha, Parmas Malet and Karoti (Thamoh)	Sub-Tehsil Pangi	-do-
3.	Maingal	Tehsil Chamba	-do-
4.	Chitrari	Tehsil Chamba	-do-
5.	Lakkar Mandi	Tehsil Bhattiyat	-do-
6.	Hatli	Tehsil Bhattiyat	-do-
7.	Brahmaur	Sub-Tehsil Brahmaur	-do-
8.	Chauntra	Tehsil Jogindarnagar	Mandi
9.	Bir	Tehsil Mandi Sadar	-do-
10.	Rawalsar	Tehsil Mandi Sadar	-do-
11.	Kot	Tehsil Sarkaghat	-do-
12.	Panjain	Tehsil Chichot	-do-
13.	Nalag	Tehsil Sundarnagar	-do-
14.	Pangna	Tehsil Karsog	-do-
15.	Dari and Dabhla	Tehsil Ghamarwin	Bilaspur
16.	Deoli	Tehsil Bilaspur Sadar	-do-
17.	Batal	Tehsil Arki	Mahasu
18.	Shakrori	Sub-Tehsil Seoni	-do-
19.	Shathla	Sub-Tehsil Kumharsain	-do-
20.	Delath	Tehsil Rampur	-do-
21.	Chergaon	Tehsil Rohru	-do-
22.	Jubbal	Tehsil Jubbal	-do-
23.	Purag	Sub-Tehsil Kotkhai	-do-
24.	Gijari	Tehsil Theog	-do-
25.	Chaunari	Tehsil Kasumpti	-do-
26.	Basal	Tehsil Solon	-do-
27.	Chaupal	Tehsil Chaupal	-do-
28.	Mangarh	Tehsil Pachhad	Sirmur
29.	Rajana	Tehsil Rainka	-do-
30.	Mogina-nd	Tehsil Nahan	-do-
31.	Kolar	Tehsil Paonta	-do-
32.	Kamrao	Tehsil Paonta	-do-
33.	Nachar	Sub-Division Nachar	Kinnaur
34.	Kothi	Sub-Division Kalpa	-do-
35.	Kanum	Sub-Division Poo	-do-

9. It will be observed from the above list that each of the Tehsils/Sub-tehsils/Sub-divisions in the Pradesh has a village to be covered. Out of 35 selected villages, monographs in respect of 20 villages have so

far been printed. Two more monographs are in their final stage of printing and are expected to be released shortly while three others are in the Press. Another lot of six monographs is ready for being sent to the Press while three others are being finalised. Thus at present only one village is left to be covered.

10. For conducting the survey of the villages, schedules and forms were printed locally in the Government of India Press, Simla. I appointed eight investigators in the scale of Rs. 210-10-290/15-320-15-425. Minimum educational qualifications prescribed was B. A. with Economics. The

work of an investigator is not an easy one. Apart from the touring in the difficult areas like Pangi, Brahmaur, Kinnaur, he has to live for many days together in the villages far away from the easy life of cities and towns. So all investigators, selected for the work, should be hardy and able to put up with rough life in the field. All the investigators working with me, had been to all the villages in the interior of Himachal Pradesh and had stood well the arduous life. They made detailed enquiries in respect of all the villages covered and filled in survey schedules on the spot.

CHAPTER V

SURVEY OF RURAL ARTS AND CRAFTS AND FAIRS AND FESTIVALS

Survey of Rural Arts and Crafts

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 houselists collected during the course of 1961 Census a special survey on rural arts and handicrafts practised in the Pradesh was found essential. The Registrar General, India had issued guide lines on the subject and circulated a draft questionnaire. The survey in the beginning was partly conducted through the agency of Extension Officers (Industries), Department of Industries, Himachal Pradesh Administration and partly by the Investigators appointed for socio economic survey. Later on one whole-time Tabulation Assistant was entrusted with this work. He was required to make detailed field investigations on important rural arts and crafts under my direct supervision and guidance. One of the craft surveys on Gold and Silver Ornaments has been published. Another monograph on the Art of Weaving is also expected to be out soon. One more survey on the craft of potter is at present, being finalised.

Survey of Fairs and Festivals

2. 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 Census Superintendents in February, 1962, it was decided to prepare maps of fairs and festivals for districts and even of talukas.

3. 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 in 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.

4. A proforma alongwith instructions had been received from the Registrar General for compiling a list of fairs and festivals celebrated in the Pradesh. The Charge Officers in the Tehsils/Sub-tehsils/Sub-divisions were asked to compile the lists accordingly. The Block Development Officers and the Superintendents of Police in the districts were also addressed to compile the lists of fairs and festivals celebrated in their respective jurisdiction. Special monographs on important fairs, held at a number of places, were also procured from persons who could write with authentic knowledge about the same. The information received from all sources was compiled Tehsil/sub-Tehsil/Sub-Division-wise in a proforma prescribed by the Registrar General, and checked and rechecked it by sending out staff to the field or by correspondence. I have also visited important fairs. The basic table enlisting all the fairs and festivals of the Pradesh by district and tehsil alongwith the important information about the Revenue Hadbast number and Census, Location Code number against the name of village, date or period, occasion and congregation was prepared. Detailed notes on important and common fairs and festivals celebrated universally were also prepared after examining the available information collected from various sources. Folk lores and folk songs were also compiled for printing in the volume on fairs and festivals of Himachal Pradesh.

For pictorial representation, maps showing all the important fairs were prepared and fairs in the districts 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 Publicity. In suitable cases line-drawings and sketches 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 cases where details were not available for the write-ups information, about many of the fairs had to be supplemented by inquiry from various sources in each case. Some of the important fairs of the State were personally visited by the Census Superintendent to obtain first hand information.

CHAPTER VI

ETHNOGRAPHIC NOTES ON SCHEDULED CASTES AND SCHEDULED TRIBES

1. Publication of monographs on Scheduled Castes and Scheduled Tribes is an important gift of the present Census. The desirability of undertaking the work was discussed in detail in the study camp held at New Delhi from the 20th December, 1961 to 23rd December, 1961 which was attended by the Superintendents of Census Operations and other officers of Census Organizations from all the States and Union Territories. The Registrar General who presided over the conference outlined the scope and coverage of the work in the following words.

"In 1950-51 the Census Organization brought out the figures for Scheduled Castes and Tribes as a whole in each State and these figures went down as far as the Census sorting tract. After the tables were published or made available to the Ministries and States, certain difficulties were observed. There are certain reserved constituencies for Scheduled Castes, and Scheduled Tribes and on the results of the Census the Election Commission tries to carve out special constituencies afresh and for this purpose they want the figures of the Scheduled Castes and Scheduled Tribes down to the village level because that alone helps them to reorganize the constituencies satisfactorily according to numerical strength. When we produce figures down only to the tract, which was sometimes one taluk as a whole or very often two or three talukas together, the Election Commission naturally had difficulties; but since we had a National Register of Citizens down to the village or the block, as is called in the Census, it was with some difficulty that the Election Commission tried to make adjustments for the figures given for the tracts. Then again in 1953-54 the Government of India wanted certain estimations of population strength of individual Scheduled Castes and Scheduled Tribes not only for the use of the Election Commission but also for the Backward Classes Commission and the Commissioner for Scheduled Castes and Scheduled Tribes. These were made available on the basis of 1921, 1931 and 1951 Censuses. But demographic changes have been quite diverse in respect of various communities during these decades. So in 1958-59 primarily because of the persistent demand of the Election Commission as well as of the Commissioner

for Scheduled Castes and Scheduled Tribes and also because of the fact that the State Welfare Departments found it necessary to have statistical data regarding each Scheduled Caste and Scheduled Tribe for taking various steps for the amelioration of such people, it became evident that more statistics for each Scheduled Caste and Scheduled Tribe should be collected during the Census. Then again the time has come for the President to revise the list of Scheduled Castes and Scheduled Tribes. And in this connection the Government would certainly need more figures of the conditions of the listed communities to find out how many of them have gone up in the social or the economic scale and how many call for descheduling. Further, the Census Commissioner will continue to have several responsibilities towards the Government. One would be the assessment of the population of Scheduled Castes and Scheduled Tribes and furnishing information on matters concerning special demographic and economic characteristics of such Castes and Tribes. Secondly advising the Government as to the procedure to be adopted in descheduling any Scheduled Caste and Tribe. Thirdly, giving advice in dealing with representations from various Castes and Tribes for inclusion in the schedules. For the above purpose it was thought that it would be very desirable that our Census establishments throughout the country should undertake preparation of ethnographic notes which would bring up-to-date information on matters of vital importance concerning the life of each community."

2. With the above back ground in view, arrangements were made in each State/Union Territory to prepare Ethnographic Notes. The Registrar General had given instructions to write monographs on Scheduled Castes and Scheduled Tribes of the Pradesh. The main object of preparation of ethnographic notes was to present upto-date information on matters of vital importance concerning the life of each tribe and caste through a general assessment of their state of development in the fast changing conditions of their social life. In 1961 Census upto-date data regarding population, geographical distribution, marital status, mother-tongue, bilinguism, literacy and education and

occupation were collected. This data revealed the information about various occupations, professions, and trades followed by the different castes and tribes together with their concentrations and numerical strength.

3. There are in all 52 Scheduled Castes and 6 Scheduled Tribes in Himachal Pradesh as specified in "The Scheduled Castes and Scheduled Tribes Lists (Modification) order, 1956" of the Government of India. Out of all these some very important and representative castes and tribes are being taken up one after the other for detailed study. Representative castes and tribes are selected on the basis of their predominance or concentration at various places. A broad sheet indicating the area of concentration of the community was prepared for the guidance of the Investigator deputed to these areas for spot study. Write ups on the castes and tribes would be limited only to those communities covered by field investigation. The shift in emphasis was from mere enumeration of rituals to a study of the trends and processes at work among the communities of the social mobility movements and of their general attitude to development and social change. The contours of the objectives, scope and methodology were defined and further stabilised in the study camps at Kurseog and Hyderabad specially convened to discuss on the ethnographic notes. The Officer on Special Duty (Social Studies and Handicrafts Unit) summed up the deliberations in the Kurseog study camp as follows.

"XXX the approach towards various aspects connected with the drafting of ethnographic notes has now been stabilised. The notes drafted by the Census Organisation should be precise and scientific avoiding superfluous and value-loaded statements. The authenticity of the statements should be verified. They should serve the need of the administration as well as the scholars."

4. In view of the above and in order to ensure accuracy and authenticity the Superintendent and the Assistant Superintendent made on the spot check and scrutiny of data earlier collected by the Investigator. The District Census Officers and the Charge Officers were also addressed in the matter to send monographs on the Scheduled Castes and Scheduled Tribes found living in their respective jurisdiction, written by knowledgeable persons and they have supplied quite a valuable data for further study. The only Investigator provided for in the nucleus staff set up for intercensal period has been able to cover some communities. Two ethnographic notes prepared on Gujjars (A Scheduled Tribe) and Chanals (A Scheduled Caste) have been sent to the Registrar General/Officer on Special Duty for approval. At the time of writing this report one more caste viz Rehar had been covered for field study and a note thereon was under progress.

CHAPTER VII

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/Union Territory and another for India. He desired that there should be some uniformity in the preparation of the maps for the Atlas Volume 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/Union Territory 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. Two 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 of Himachal Pradesh. 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 of 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/Union Territory Atlas and grouped them under different subjects. In the case of Himachal Pradesh in spite of our best efforts data relating to the maps on power generation and Electricity consumption was not available. Similarly data for the preparation of some other maps was also not available. Subsequently therefore, such of the maps which could not be prepared for want of data were dropped with the approval of the Map Officer. At the time of writing this report maps to be included in the Atlas Volume of Himachal Pradesh were just finalised and approved by the Map Officer. The work of preparation of the maps was being done under the guidance and supervision of the Map Officer at Delhi. The office draftsman entrusted with this work attended the office of the Map Officers frequently as and when he was asked to do so. According to the present estimates about 105 maps will be printed in the Atlas Volume.

6. The work of collection of statistical data required for various maps was assigned to one of the Statistical Assistants. 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 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.

Explanatory Notes

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

Staff and Equipments

8. Initially experienced draftsmen were taken on deputation from the Pradesh P. W. D. and artists were recruited directly. They all helped in the work relating to the printing of village survey monographs and other Census reports. Maps required to be printed in the General Census Report of 1961 were prepared with their help. Later on some of them were reverted to the parent department while others who were appointed directly left for the good. At present the only draftsman allowed for the inter censal period is working for the Atlas Volume. Well equipped drawing section was created. Drawing material and equipment was procured locally and from the Central Stationery Depot by placing indent with them. Some of the important items of equipment and material procured are drawing boards, drawing instrument Boxes, Scale, card wooden, Hand Press, Typing, Machines, Brass parallel Ruler, Brass Pantagraph, Planimeter, Rotameter, Ferro Printing Machine, Set square of English Transparent, French curves and Beam Compass (Telescopic) etc.

Maps For Census Report

9. Some of the maps being prepared for the Atlas Volume would be found for incorporating in the General Census Report of 1961. The remaining maps to be incorporated in the General Census Report which did not pertain to the Atlas Volume were prepared by the Drawing Section. The data required for the purpose were compiled and processed by the statistical section of the office and furnished to the draftsmen.

CHAPTER VIII

OTHER STUDIES

1. Other studies ancillary to the 1961 Census which were carried out included compilation of Tables on Vital Statistics, "Examination of language Returns, Consanguineous marriages, Collection of Local Legends and Folk songs; Study of local dialects and Languages and Enumeration of Scientific and Technical personnel."

Compilation of Tables on Vital Statistics

2. Information about births and deaths recorded in 1951-61 decade was collected. 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 Himachal Pradesh. For this purpose reports on the subject were referred to. The data so collected was compiled in tables for incorporation in the Report on Vital Statistics of the decade which was also to contain reprints from out of previous Census reports on age and sex ratios, life tables, smoothing of Vital Statistics and opinion on their accuracy or usefulness.

Examination of Language Returns.

3. A great variety of mother tongues was returned from all the areas of the Pradesh. The table C-V prepared on the basis of these returns contained as many as 278 different mother tongues. Some of these returns resembled each other in names with slight differences, but these had to be included in the table separately all the same. To quote an example dialect 'Dogri' may be taken. It was returned as 'Dogri', 'Dogriali', 'Dogri Hindi', 'Dogri Jammu', 'Dogri Pahari'. Again for subsidiary languages 'Languages' like 'Tankri' and 'Sanskrit' had been mentioned in a few of the slips. According to instructions these languages cannot be included in the subsidiary languages. The entries were therefore, struck off.

Consanguineous Marriages

4. The Registrar General, India circulated in December, 1960 the schedules of consanguineous marriage survey to be canvassed in each household of the villages selected for socio-economic survey. This item of study was undertaken in

all the 35 villages selected for socio-economic survey, by the eight investigators who received special training from me for this work. I also received training in this study at Bombay in the Indian Corner Research Centre, where Superintendent of Census Operations had been sent for training by the Registrar General. The filled in schedules were checked and corrected after careful examination in my office and sent to the Office of the Registrar General, where the tabulation was decided to be undertaken.

Collection of Local Legends and Folk Songs

5. Collection of data on folk songs, folk lores and proverbial sayings in Himachal Pradesh was also taken in hand. A proforma for collecting the information, alongwith instructions, was devised and printed in Hindi in the Himachal Pradesh Administration Press. Sufficient copies of the proforma were sent to Charge Officers, with the instructions that these should be distributed to the patwaries in different patwar circles. The patwaries were further to give these proformas to knowledgeable persons in patwar circles who could be in a position to write down the prevalent folk songs, folk lores and proverbial sayings. Quite a fair collection was made.

Study of Local Dialects and Languages

6. This study was also undertaken primarily with a view to providing ready reference book of vocabulary and short sentences for use by district officers and administrators, to enable them to understand the people in their respective jurisdiction when conversing with them. The main object of this study is, of course, something higher than this, i.e., to find out the number of different dialects spoken in the Pradesh, the similarity and the dissimilarity in the various dialects spoken and their common affinity to some main language of the country. For this study about 500 words of common use and about 250 short sentences indicative of personal enquiries and enquiries after the welfare of the person's household and his village, extending to other enquiries about cultivation, farming, livestock raising, etc., which an administrator generally

asks of villagers when on tour, were compiled in English and Hindi. A passage from "Ramayana" in Hindi was also taken, and this alongwith the words, and short sentences were cyclostyled in an orderly form, and sent out to the District Census Officers, Charge Officers and various other known personalities in the Pradesh for transliteration into local dialects.

Enumeration of Scientific and Technical Personnel

7. This was also one of the items of special studies carried out by the enumerators and supervisors during the period of actual census count. Printed orders in postcard size were received from the Registrar General, 2,520 cards had been received and these were despatched to the District Census Officers as under after keeping some in reserve.

(1) District Chamba	430 Cards
(2) District Mandi	780 "
(3) District Bilaspur	280 "
(4) District Mahasu	520 "
(5) District Sirmur	480 "
(6) District Kinnaur	Nil

8. The District Census Officers further distributed these cards to the Charge Officers who in their turn gave them to the supervisors and the enumerators.

9. According to the instructions issued by the Registrar General the procedure for the distribution and collection of cards by the enumerators during the census count was to be as under--

10. The cards were to be distributed by the enumerator to the scientific personnel after filling the local code number during the enumeration period, i. e., between the 10th to the 28th February, 1961, when he visited a household for enumeration purposes, after enquiring whether there was any scientific and technical personnel in the household. He was to give the cards to such persons and to request them to complete the cards and keep ready for collection by him when he revisited the household during the revisional round. After collection the enumerators were to hand over the cards to the Supervisors who in turn had instructions to hand them over to the Charge Officers. The Charge Officers were to send the cards to the District Census Officers who in turn were to send the cards direct to the Registrar General. In cases where the cards were not handed over to the enumerators, they were to be sent by post free of postage by the scientific and technical personnel direct to the Registrar General.

11. All the special studies, excepting the one of "Enumeration of Scientific and Technical personnel", had been instituted either before the actual enumeration period or after that and carried out by persons other than the enumerators and supervisors.

CHAPTER IX

PAPER AND PRINTING

Supply of Printing Paper and Binding Material

1. The scope of the Census in 1961 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 those in 1951. Monographs of village survey, Handicraft Survey, Housing Report and Tables on Housing and Establishments, Ethnographic Notes on Scheduled Castes, and Scheduled Tribes and Atlas Volume were also added in the 1961 Census. For the sake of uniformity it was decided that the 1961 Census publications through out the country should be printed in an uniform size: viz; demy-quarto i.e., $11\frac{1}{4}'' \times 8\frac{3}{4}''$. For printing such a large number of statistical as well as textual publications, a huge quantity of printing paper, art paper and binding materials was necessary. Besides this paper was needed both for office use and printing of instructions and circulars. The Registrar General, had indented 460 reams of white printing paper directly for use in my office for printing of instructions and forms etc. This paper had arrived on 15.2.60 from M/s. Star Paper Mills Ltd; Saharanpur. 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 (vide letter No.Census-13/62-2815 dated 12-4-1962).

(1) White Printing Paper	810 reams (excluding 460 reams received in 1960)
(2) Art Paper in demy quarto sheets	5,30,000 sheets
(3) Antic Wove Paper in demy quarto sheets	19,000 sheets
(4) Black Art Canvas	1,757 yards
(5) White Cartridge Paper in double demy size	36,800 sheets
(6) Straw Boards in demy size	36,800 sheets
(7) Cover Paper in double demy size	16,560 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 Chief Controller of Printing and Stationery, New Delhi at various times for the supply of printing and binding materials to the respective Superintendents of Census Operations. For Himachal Pradesh a consignment of 100 reams of white printing paper was received on 19.5.61 through M/s. Gopal Paper Mills, Yamuna Nagar followed by another instalment of 378 reams sent by M/s Star Paper Mills Ltd., Saharanpur, the latter having been received on 18.4.64. Details in respect of other supplies are as under:—

Particulars	From Whom received	Quantity received	Date of receipt
Art Paper	M/s T.P. Mills & Co. Ltd.	60 reams	31.1.64
Antic Wove (Map) Paper	Supdt. of Census Operations, Delhi	5 reams	..
Black Art Canvas	M/s Parekh Bros. Calcutta	1230.10 meters	28.1.64 & 4.2.64
White Cartridge Paper	Supdt. of Census Operation, Delhi	18 reams	..
Straw Boards	(1) Stationery Store Calcutta	700 sheets	26.8.63
	(2) M/s Meerut Straw Board Mills	8,300 sheets	31.7.64
Cover Paper	Supdt. of Census Operation, Delhi	9 reams	4.8.64

4. Some supplies of printing and binding material were also arranged from the stocks of other Superintendent of Census Operations, from time to time according to actual needs through the Registrar General, India.

Arrangements for Printing

5. 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.

6. 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 cms. 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 thingy 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 time 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 foot note 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.

7. 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/Union Territory of India should be printed in demy quarto size $8\frac{3}{4}'' \times 11\frac{1}{4}''$ and as for 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.

8. The Himachal Pradesh Administration Press being fully occupied to the capacity it was not possible for it to undertake the printing of the 1961 Census publications. It was therefore, decided in consultation with the Chief Controller of Printing and Stationery, to get all the 1961 Census publications printed through the Government of India Press, Simla. This arrangement proved satisfactory. But at a later stage with a view to pushing through the printing programme according to the time schedule it was decided by the Registrar General, India to entrust printing work of some of the craft survey and village survey reports to the private suitable presses. Accordingly tenders from various private presses were invited. The rates quoted by the Cambridge Printing Works Delhi were accepted. An agreement 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 Deputy Controller Printing Himachal Pradesh was executed with the printers before actually allotting the work to them. But this arrangement was not found satisfactory because the printers could not give full cooperation. They were able to print two village survey monographs in time. At the time of writing this report

the third monograph on craft survey was in its final stages of printing with them. Four other village survey monographs allotted to them were returned after some time without taking up their printing. These monographs will also be entrusted for printing to the Government of India Press, Simla on receipt of necessary approval to place printing requisition with them from the office of the Chief Controller of Printing and Stationery, New Delhi.

9. The following Table shows the Census publications printed/under print at the Government of India Press, Simla and the Cambridge Printing Works, Delhi.

Publication	Name of Press
I-A-General Report	Govt. of India Press, Simla
I-C-Subsidiary Tables	"
II-A- General Population Table	"
II-B- Economic Table	"
II- C-Cultural and Migration Tables	Govt. of India Press, Simla
III- Household Economic Tables	"
IV- Housing and Establishments	"
V-A-Special Tables on Scheduled Castes and Scheduled Tribes (including reprints)	"
V-B(i) Ethnographic notes on Scheduled Castes and Scheduled Tribes	"
V-B (ii) A Study of Gaddi .. a Scheduled Tribe and affiliated Castes by Prof. William H. Newell	"
VI— Village Survey Monograph	
(1) Kothi	"
(2) Shakrori	"
(3) Gijari	"
(4) Brahmaur	"
(5) Devi Kothi	"
(6) Kolar	"
(7) Kupha, Parmas, Thamoh & Malet	"
(8) Moginand	"
(9) Hatli	"
(10) Chitrari	"
(11) Kanum	"
(12) Shathla	The Cambridge Printing Works, Delhi.
(13) Rajana	"

(14) Chauntra	Govt. of India Press, Simla.
(15) Kamrao	"
(16) Chergaon	"
(17) Nachar	"
(18) Pangna	"
(19) Panjain	"
(20) Deoli	"
(21) Chaupal	"
(22) Lakkar Mandi	"
(23) Basal	Govt. of India Press, Simla.
(24) Nalag	"
(25) Kot	"
(26) Batal	"
(27) Dabhla and Dari	"
(28) Bir	"
(29) Chaunri	"
(30) Delath	"
(31) Mangal	"
(32) Purag	"
(33) Rawalsar	"
(34) Jubbal	"
(35) Mangarh	"
VII-A (i)—Gold and Silver Ornaments	Govt. of India Press, Simla.
(ii) The art of Weaving	The Cambridge Printing works, Delhi
VII-B — Fairs and Festivals	Govt. of India Press, Simla.
VIII-A— Administration Report— Enumeration	"
VIII-B— Administration Report— Tabulation	"
IX — Atlas Volume	"

It will be observed from the above that the most of the publications have been printed by and are under print in the Government of India Press, Simla.

10. The District Census Handbooks of all the six, districts viz; Chamba, Mandi, Bilaspur, Mahasu, Sirmur and Kinnaur being the State Government publications were also arranged to be printed at the Government of India Press, Simla. Due to its limited capacity the Himachal Pradesh Administration Press, could not undertake printing of the Handbooks. Progress in printing of the Handbooks was also direct responsibility of the Census Organisation in all respects. The cost of printing was however, met by the Himachal Pradesh, Government like other State and Union Territory Governments in the country.

A statement showing the number of copies of the various Census publication printed and their distribution may be seen at Appendix X in section II—Appendices to this report.

Proof Reading.

11. Printing of the Census publications involved huge task scheduled to the time. As the whole volume of printing was to be completed as early as possible, it called for separate section for day to day proof reading and watching of several other

processes such as timely preparing of drawing block making etc; involved in printing. With a view to cope up with the volume of proof reading work, six posts of Proof readers were created. The proofs at all stages were also seen particularly for presentation purposes by the Superintendent and carefully compared in the statistical 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.

CHAPTER X
COST OF THE CENSUS

Cost of Enumeration

1. The details of yearwise expenditure incurred under B-Enumeration upto 1964-65 are given in Appendix XI of Section II-Appendices to this report. It will be observed that the expenditure under this head was as under:—

Year 1960-61	Rs.	87,210.90
Year 1961-62	Rs.	45,573.86
Year 1962-63	Rs.	17.62
Year 1964-65	Rs.	66.00
Total:—		Rs. 1,32,868.38
or say		Rs. 1,32,868.00

2. As the population of Himachal Pradesh is 1,351,144 the per capita expenditure on enumeration comes to .098 Paise (Expenditure of Rs.132868 divided by populations of 1,351,144) including 4.1 Paise per head paid as honoraria to enumerators.

Cost of Tabulation

3. The yearwise break up of expenditure on tabulation is given in appendices VI and XI of Section II-Appendices. The cost on tabulation of Census data consists of expenditure incurred on tabulation of housing data, and the Tabulation Office including the Tabulation section of the Superintendent's Office. The details of the total cost incurred upto the end of 1965-66 are as under:—

Year 1960-61	Rs.	7459.72
Year 1961-62	Rs.	2,24138.31
Year 1962-63	Rs.	1,67,598.29
Year 1963-64	Rs.	1,12,272.00
Year 1964-65	Rs.	1,29,243.00
Year 1965-66	Rs.	1,09,029.00
Total:—		Rs. 7,49,740.32

Cost of Special Studies

4. In the Census of 1961 special studies such as monographs on Village Survey, Handicraft Survey, Fairs and Festivals 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

consisting of Investigators and Tabulation Assistants etc with one Assistant Superintendent was organised in the Office of the Superintendent of Census Operation. The cost incurred on the Special Studies is included in the expenditure figures booked under the heads A-Superintendence and C-Abstraction and Compilation. The details are given in Appendix XI of Section II Appendices.

Cost of Paper and Printing

5. For bringing out numerous Census publications in the Census of 1961 huge quantity of paper and binding material was utilised, the details of which have been given earlier. It also involved printing of thousands of copies of the publications. The cost of printing of these publications including the cost of paper and binding material amounts to Rs. 255823.94 upto the end of 1965-66. The year-wise details are as under:—

Year 1959-60	Rs.	13,678.00
Year 1960-61	Rs.	7,831.03
Year 1961-62	Rs.	2,300.91
Year 1963-64	Rs.	432.00
Year 1964-65	Rs.	96,318.00
Year 1965-66	Rs.	1,35,264.00
Total:—		Rs. 2,55,823.94

Miscellaneous Costs

6. The following amounts of expenditure were incurred on miscellaneous items in the Census of 1961.

Other items of expenditure

- (1) Transport and freight charges in respect of papers, binding material and Census publications etc. 9,293.26
- (2) Purchase of furniture including pigeon holes and boxes etc. for the Tabulation office. 6,078.29
- (3) Railway freight and other conveyance charges for carrying Census papers from Districts/Tehsils/Sub-Tehsils/Sub-Division 539.85
- (4) Hire charges of Comptometer and Typewriters 4,105.04

Total:— 20,016.44

Comparison of Cost with previous Census

7. The 1951 Census in Himachal Pradesh was taken by the Superintendent of Census Operations, Punjab. One and the same staff set up of his office

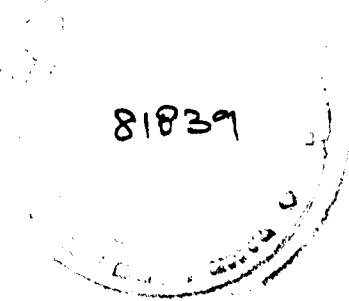
was responsible for taking Census in the entire region of the Punjab (including the present Haryana State and the Union Territory of Chandigarh), Delhi, Himachal Pradesh and Bilaspur then part C State. The cost incurred on the Census of 1951 in respect of Himachal Pradesh can not therefore, be found out. In 1961, the total cost involved in carrying out of Census for the Union Territory of Himachal Pradesh amounts to Rs. 18,40,926 72P. The yearwise details of total expenditure incurred under the Census grant in respect of this office are given below:—

Year	Expenditure	
	Rs.	P
1959-60	39,073.78	
1960-61	2,04,455.07	

1961-62	3,83,146.65
1962-63	2,90,798.22
1963-64	2,26,412.00
1964-65	3,49,349.00
1965-66	3,47,692.00
Total:—	18,40,926.72

Cost per Capita

8. In 1961 the per capita expenditure comes to 1.362 paise. This does not however include such cost as paper and the printing of Census forms at the Government of India Forms Press, Aligarh or travelling allowance paid to enumerators by the departments concerned.



CHAPTER XI

ARRANGEMENTS OF NUCLEUS STAFF FOR INTERCENSAL WORK AND SUGGESTIONS FOR THE NEXT CENSUS

Nucleus Staff

1. The Indian Census has in the past, been compared to the mythical phoenix which arises with renewed vigour from its ashes. Upto 1951 the Census organisation similarly used to be set up one or two years before the Census date and lasts for 3 or 4 years and is heard of no more till the next Census. In the intervening period, no organisation of Census existed for a period of about 4 or 5 years. The Registrar General's Office at the centre however continued to function unintrupted from the last Census of 1951. 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. The West Bengal Office has been in continuous existance since 1950, while Mysore too, has continuously maintained its Census Department following the traditions of the erstwhile princely State. In the Census of 1961 the organisation at the State/Union Territory level continued to function upto 1966. The work connected with the next Census is expected to start in right earnest from 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/Union Territory.

2. With a view to facilitate the work of vital statistics wing of the Office of the Registrar General as 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/Union Territory Census offices. Thus the composition of the State as well as Union Territory 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 State Census Offices as nucleus staff for the intercensal period.

Name of the Post	No. of Posts
Deputy Superintendent of Census Operations	1
Head Assistant	1
Upper Division Clerk	2
Steno Typist	1
Lower Division Clerk	1
Record keeper-cum-Libararian	1
Research Officer	1
Investigators	4
Statistical Assistants	4
Draftsman	1
Computors	8
Proof Readers	2
Assistant Compilers	16
Daftry	2
Peons	6
Chowkidar	1
	52

4. The Registrar General, directed that the Superintendent of Census Operations should remark the persons to be continued in the nucleus staff strength. 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 proposals regarding nucleus staff and called for the estimated expenditure on account of nucleus office. Later on 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 connection.

(1) The nucleus staff should be brought into position on the 1st March, 1966.

(2) The pattern of staff for all States/Union Territories was finalised. It was pointed out during the discussion that each Superintendent could vary the staff pattern within the ceiling of expenditure fixed for each State/Union Territory.

In respect of Himachal Predesh the following Staff pattern was fixed.

Name of the Post	No. of Posts.
I Administrative	
Assistant Superintendent of Census Operations,	1
Head Assistant	1
Upper Division Clerk	1
Steno Typist	1
Lower Division Clerk	2
Record Keeper-cum-Librarian	1
Daftry	1
Peon	2
Chowkidar	1
Total	11
II Technical	
Tabulation Officer	1
Investigator	1
Statistical Assistant	2
Draftsman	1
Computer	3
Proof Readers	2
Assistant Compiler	4
Daftry	1
Peon	2
Total	17
Grand Total	28

5. The ceiling of expenditure on nucleus staff was fixed at Rs. 77,500 for the total strength of 28 personnel. The Registrar General thus called for revised estimates of expenditure on nucleus staff in view of the above decision. The revised estimate which was accordingly submitted amounted to Rs. 89,500 the additional demand of Rs. 12,000 over and above the fixed ceiling being due to additional posts provided for to look after the spill over work of the 1961 Census work and on account of House Rent Allowance and Compensatory city Allowance in Simla which are not less

than those admissible in A Class Cities. Partly the additional demand was attributed to the admissibility of winter allowance to the employees posted in Simla.

Preservation of Records

6. It was decided to preserve all the records of the present Census till 1971 Census to enable the nucleus staff to be retained during the intercensal period to take up different types of special studies/work to be allotted to them from time to time and to make arrangements for the next Census. The records prepared during the census were quite huge which had to be kept duly arranged in a suitable manner. The Houselists, Enumeration Slips and Household Schedules were received from the Districts/Tehsils/Sub-Tehsils/Sub- Divisions in the Tabulation Office. The Houselists and the Houselist Abstracts prepared by the Houselisters in the field were received in loose sheets from the District Offices. These were arranged serially according to Census code numbers of villages in a Tehsil/Sub-Tehsil/Sub-Division and by ward/Mohalla in a town and lots of about 100 to 250 pages of houselists were stitched separately. The village and town Census registers which were received from the District Offices were also kept arranged and preserved. As stated elsewhere all the Census records received from the Districts were collected in the Tabulation Office at Bilaspur House in Summerhill. After the tabulation work was completed all the Census records were transferred to my office in 'Boswell' for preservation. These were kept in the out houses attached to the office building. The record was sprayed with insecticides from time to time.

Suggestions for the next Census

7. In the absence of a proper and permanent allotment of accommodation for the Census Office steps need be taken to overcome this problem more or less on permanent basis to avoid future difficulties in securing accommodation in the next Census.

APPENDIX I

Summary of Proceedings of the Second Conference of the 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 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 language. 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 atleast the language questions should be dropped. If this is done he could ensure that proper and correct answers could be obtained in this 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 re-organisation 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 is admissible should be paid.

Check Post : 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 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 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 check-posts which will be utilised as check-posts for Census also. It will not be possible for the Census organisation to establish any check-post as they have no jurisdiction in the State territories for establishment of such check-posts.

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 of 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, North East Frontier Agency, Naga Hills Tuen-sang Area 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 and 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 and 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 Superintendents 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 Andaman 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 and 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 Taluk/Tehsil/ 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 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 Office.

Recognition of Census Works : 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 marking 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 to the different grades of Census personnel should be left to the State Government as in the last Census. After some discussion it was decided that 50 % of the silver medals and 70 % of the bronze medals should be reserved for enumerators. The other 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 :—

**REQUIREMENTS OF CENSUS FILMS
IN 16 AND 35 m.m. BY S.C.O's.**

	LANGUAGE	16 m. m.	35 m. m.
ANDHRA PRADESH	English	3	
	Hindi	10	
	Telugu	21	
ASSAM	Assamese	6	
	English	3	
	Hindi	2	
	Bengali	1	

BIHAR	Hindi	70	
	Tribal	*10 (To be debbed in tribal language)	
GUJARAT	Hindi	2	1
	Gujarati	20	2
JAMMU AND KASHMIR	English	2	
	Urdu	12	
	Punjabi	5	
KERALA	English	2	8(35 m.m. will
	Hindi	2	2 be distribu-
	Malayalam	2	18 ted through
	Tamil	2	8 Commercial
	Kannada	2	2 theatres.)
MADHYA PRADESH	Hindi	24	
MAHARASHTRA	English	10	
	Marathi	40	
MADRAS	English	2	
	Tamil	18	
	Hindi	1	
	Malayalam	1	
	Telugu	1	
MYSORE	Kannada	20	
	English	6	
	Marathi	1	
ORISSA	Oriya	20	
	English	3	
	Hindustani	2	
PUNJAB	Hindustani	9	
	Punjabi	9	
	English	5	
RAJASTHAN	Hindi	40	
UTTAR PRADESH	Hindi	54	
WEST BENGAL	Bengali	5	20(Projector of
	Nepali	..	3 the publicity
	Hindi	2	Department in Districts are of 35m.m.only)
DELHI	Hindustani	2	
	English	1	
HIMACHAL PRADESH	Hindi	6	
MANIPUR	Manipuri	8	
TRIPURA	Hindi	1	
	Bengali	10	
	English	1	
ANDAMAN AND NICOBAR ISLANDS	English	1	
	Hindi	1	
	Bengali	1	
	Tamil	1	
	Telugu	1	
	Urdu	1	
N.E.F.A.	..	..	.. (No film is required as there are no theatres etc.)
N.H.T.A.	English	3	
PONDICHERRY	English	1	
	Tamil	1	
	Telugu	1	
	Malayalam	1	

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 tables 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 (Appendix 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 II on full count. The three tables, II, IV and V, will be prepared on 20% sample of the households. For this purpose every 5th household (column II of the houselists) 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 tehsil/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 houselists 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 on 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', '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 birth place 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 birth place 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 birth place should be recorded as this may enable the tabulation office, to find out whether at least in some cases the birth place was rural or urban. The following addition will accordingly be made in the instructions to question No. 4(b).

"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 Hill 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% 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 household 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 of 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 households from the first random household will be taken. The sample households will be marked continuously for rural areas of a tehsil/taluk/thana/anchal and for urban area 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 and Amindivi Islands should do their own tabulation. The tabulation for Andaman and 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 Superintendent who have completed houselisting 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 Superintendents 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 houselisting 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 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 head quarters itself because it will then be easy to ensure strict control in the pre-coding of houselists 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 houselist. 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 which ever 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 Assistants : in the scale of Rs. 160-10-300.

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 adjustments within the pay of Sorters and Compiler-Checkers or give lower scales of pay.

The administrative staff of each tabulation office should be as follow :—

One Head Clerk-cum-Accountant on Rs. 80-220

One Cashier.

One Record keeper on Rs. 60-130.

One Daftry 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 Superintendent. 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 Exchange, 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 a Statistical Assistant, Tabulation Assistant and 20 sorters and 4 compiler-checkers. This pilot team should do the entire sorting and checking for one Taluk/Tehsil/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% of the 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 simple tests for recruitment of sorters. A test on the capacity for addition and calculation 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 inspite 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 questions whether the Census tracts as adopted at the 1951 Census should be continued at the forth coming 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 identity for any unit less than a district for purposes 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 2.5 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 Tehsil/Taluk/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 Taluk/Tehsil/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 a 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 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 compiler-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% 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 7 inch or 8 inch. The convenient size for a pigeon hole is 32 inch X 22 inch X 8 inch. 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 inch X 14 inch X 10 inch. As the size of slip is bigger boxes of the size 15 inch X 15 inch X 10 inch 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 time 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% to 30% above the norm he should get a bonus of Rs. 5/- and if the performance is above 30% Rs. 10/-. **For a Compiler-Checker** : If the performance of his team is above 30% he will get a bonus of Rs. 5/- and if it is between 20% and 30%, 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 co-operation 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 sub-divisions 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 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 inch—8 miles or 1 inch—16 miles and the Taluk/Tehsil/Thana map of the scale 1 inch—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 Tehsil/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 foodgrains month by month.

- (a) Person's cultivated land with size of land.
- (b) Distribution of crops from 1951-1960.
- (c) Crops cultivated excluding orchards and gardens showing progress of cultivation.
- (d) Abstract of crops and produce of foodgrains in selected years. If possible give some illustrations of cost of cultivation in different years.

(4) *Statistics of household, 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/Tehsil etc.

(c) Analysis of the types of people employed.

(5) *Statistics of large scale industries and Registered factories.—*Growth of factories 1951-1960. 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 5 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 R. 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 water ways.

(11) *Statistics of Local Bodies:—*Public Work 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 fairs and markets. Places of fairs, time of the year and duration.

(18) *Village Directories and village statistics:—*

(19) *Census Tables by Taluks/Tehsils etc. (A-series).*

CONTENTS OF VILLAGE DIRECTORY

All items shown in the Primacy 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 houselists.

(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 Kucha 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, place 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 accommodate 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 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-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 photographs 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 of 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, bidi 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 the 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 these 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 the 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 specially in the case of Mysore there are more than 400 Schedule 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 photographs and other pictorial material to be exhibited in the monographs should be reduced to the demy-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 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 person interviewed. This will be useful to find out the actual status of a language—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, demy-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 table also. If the tables are printed in two 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 the 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 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 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 to their requirements under the Head 'Honora-

rium to Enumerators' which they should include in the Revised Estimates. It is imperative that excess grants of huge surrenders should be avoided.

OFFICE OF THE REGISTRAR GENERAL, INDIA.

ADDENDUM TO THE SUMMARY OF THE PROCEEDINGS OF THE SECOND CONFERENCE OF SUPERINTENDENTS OF CENSUS OPERATIONS HELD FROM THE 5TH TO 12TH AUGUST, 1960.

Note On The Discussion Of Vital Statistics In The Census Reports :

Shri S. P. Jain explained the Note that was drawn up by him regarding the treatment of Vital Statistics in the 1961 Census Reports by the Superintendents of Census Operations. He stated that the burden of his note was that, if possible, the Superintendent should try to break up the growth rate between 1951 and 1961 as recorded by the Census into natural increase rate and migration rate at least at the State level. It is a well-known fact

that there is under registration of both births and deaths though the extent of under-registration differs from State. Census data taken with the registration figures may be able to give an indication of the relative extent of this under-registration. It may be possible, however, from the various enquiries like Annual Sample Census, National Sample Survey, to have some idea of the birth rate and death rate. In the case of States where the registration is not very defective some areas may be very good and throw light on the current birth rate and death rate.

APPENDIX II

Statement showing the number and cost of furniture articles purchased by Tabulation Office.

Sl. No.	Name of furniture articles	Number	Cost of article	Total cost
1	2	3	4	5
			Rs. P.	Rs. P.
1.	Assistant Table size 5'x3'x2½'	1	98.98	98.98
2.	Godrej Locks big size	12	3.25	39.00
3.	Godrej Locks small size	24	2.75	66.00
4.	Clerks Tables 4'x2½'x2½'	14	47.50	666.00
5.	Office Armed Chairs	27	15.19	409.50
6.	Office Armless chairs	16	12.50	198.50
7.	Tiger Locks small	19 Dozens	5.00	95.00
			a dozen	
8.	G.I. Sheet boxes	200	7.00	1400.00
9.	Iron Axe	1	2.50	2.50
10.	G.I. Buckets	5	4.50	22.50
11.	Belcha iron	1	2.25	2.25
12.	Munshi's Desks 2-1/4"x1½'x1½'x1-1/4"	20	13.00	260.00
13.	Jute Matting 36" width.	240 yds.	2.37	570.00
			a yard	
14.	Fluorescent daylight Tubes	6	31.00	186.00
15.	Racks Kailwood 6'x6'x1-1/4'	12	62.00	744.00
16.	Pigeon Holes 32inch x28x8 inch	100	19.00	1900.00
17.	Supervisors tables	10	18.00	180.00
18.	Iron Trays	12	2.25	27.00
19.	Waste Paper Baskets	12	2.50	30.00
20.	Iron Angithis	10	4.00	40.00
21.	Coir Door Mats	12	4.00	48.00
22.	Curtains 9'x4'	4	13.00	52.00
23.	Heating Iron Stoves complete with pipe	20	35.00	700.00
24.	First Aid Box	1	22.00	22.00
25.	Almirahs 6'x3½'x1½'	6	85.00	510.00
26.	Stationery Rack	1	9.75	9.75
27.	Side Racks	6	19.00	114.00
28.	Tea Poy 2½'x2'x2½'	2	12.50	25.00
29.	Stool 1'x1½'x1½' Kail wood	12	6.00	72.00
30.	Card Trays Kail wood 22 inch x18 inch consisting of 8 compartments	9	19.00	171.00
31.	Chair Cushion size 18 inch x18 inch	1	15.00	15.00
32.	Wooden Rods 6' long of 1 inch	12	3.00	36.00
33.	Wooden rods 6' long of ½ inch	12	2.00	24.00
34.	Table Lamps	4	45.00	180.00

APPENDIX III

Statement showing the stationery articles supplied to the Tabulation Office

Sl. No.	Description of stationery articles	Quantity supplied	Sl. No.	Description of stationery articles	Quantity supplied	Sl. No.	Description of stationery articles	Quantity supplied	Sl. No.	Description of stationery articles	Quantity supplied
1	2	3	1	2	3	1	2	3	1	2	3
1.	Bundle of 100 tags	92 bundles	38.	Gum Arabic	43 lbs.	74.	Scale Card wooden	1 set	102.	Brass Scale 12" (Diagonal)	1
2.	Type Brushes large size	4	39.	Inkpots glass	240	75.	Scale card board	3 sets		16" — 1 mile	
3.	Type brushes small size	4	40.	Holders Clerical	249	76.	Speed ball nibs flat	1 set	103.	Double Rod Lining Pen 6" with	2
4.	Paper clips small boxes	4	41.	Gum Bottles Liquid	24	77.	Speed ball nibs round	1 set		ivorine handle	
5.	Stamp pads un-inked	9	42.	Erasers ordinary	34 dozens	78.	Drawing Pins	2 grosses	104.	Set Squire of English Transparent 1/4" 4 pairs	
6.	Paper white duplicating	179 Reams	43.	Staple wire small boxes	12	79.	Drawing Nibs No. 303	12		thick plastic levelled edge 10 inch x 12 inch	
7.	Tape 1/2" (50 yds. a Roll)	1 Roll	44.	Brown wrapping paper	3 reams and 200 sheets	80.	Drawing Nibs No. 404	12	105.	Set square of English Transparent 1/4 2 pairs	
8.	Gum brushes	30	45.	Note sheet blocks	15	81.	Oil colours Tubes	2		inch thick plastic levelled edge 8" x 10"	
9.	Blank books F' cap 2 qrs.	9	46.	Typewriting paper F'cap Folio	85 reams	82.	Water Colour Phial of 1 oz.	12	106.	French curves made of English	1 set
10.	Carbon Paper F' cap folio	2 reams	47.	Needles large size	9	83.	Water Colour Brushes No. 0	2		Transparent plastic 1/8 thick (set of 24	
11.	Paper Ruled 4.5 kgs.	15 reams	48.	Stencil waxless	26 qrs.	84.	Water Colour Brushes No. 2	2		curves in wooden box)	
12.	Books F' cap ruled 1/2 qr.	8	49.	Pin packets big size	39 pkts.	85.	Water Colour Brushes No. 3	1	107.	Beam compass (Telescopic) with	1
13.	Books blank F' cap 1/2 qr.	6	50.	Pencil green coloured	15	86.	Water Colour Brushes No. 6	1		Pen, pencil & Divider points and	
14.	Twine Jute	42 lbs.	51.	Pencils Red and Blue	27 dozens	87.	Oil Colour Brushes 1/4" flat	1		adjusting screw	
15.	Twine balls white (4 oz. a ball)	20 dozens	52.	Pencils yellow coloured	24	88.	Oil Colour Brushes No. 11	1	108.	China Ink Sticks (Black)	6
16.	File covers	385	53.	Coping pencils	2 dozens	89.	Oil Colour Brushes No. 1	1	109.	Crowquill mapping Nibs with	1 set
17.	Typewriters Ribbons	36	54.	Pencils ordinary (soft)	6 grosses & 2 dozens	90.	Oil Colour Brushes No. 2	1		one holder	
18.	Peon Books	6	55.	Ink powder Blue & Black	29 small pkts.	91.	Oil Colour Brushes No. 3	1	110.	Lead Types for Hand Press Typing	13 small
19.	File Band with Tape	396	56.	Ink Powder Red	31 small pkts.	92.	Oil Colour Brushes No. 5	1		machines:— 10,8,6,48,24,30,12,36 &	bundles
20.	Erasers Typewriters	17	57.	File Flaps	335	93.	Oil Colour Brushes No. 7	1		24 points	
21.	Stappling machine	1	58.	Pin cushion	2	94.	Linsed oil phial of 4 oz.	2 phials	111.	U.N.O. Stencils (English)	30
22.	Carbon Brief Size	1 ream	59.	Docket Punch	1	95.	Hand Press Typing Machine	2	112.	UNO Pens (English)	15
23.	Twine hemp (ball of 4 oz.)	12 dozen balls	60.	Pen Ink Blue and Black	7 phials	96.	Brass Parallel Ruler 24" in a wooden box	1	113.	Tracing Paper 85/90 m.m.	1 Roll
24.	Stencil Pens	6	61.	Pen Ink Red	4 phials	97.	Brass Pantagraph in a wooden box	1	114.	Graph Paper Size 1/8" and 1/10inch	12 sheets
25.	Paper D/long royal white	2 ream & 300 sheets	62.	Exercise Books of 66 pages	8 books	98.	Planimeter with sliding bar 28" range in a wooden box	1	115.	Sello Tape 3/4 inch x 72	2 rolls
26.	Paper cream wone	2 reams	DRAWING MATERIAL AND INSTRUMENTS			99.	Rota Meter	1	116.	UNO Pen Holders	6
27.	Blotting paper white demy 38 lbs.	700 sheets	63.	Drawing sheets	47 sheets	100.	Brass Scale 6 inch	1	117.	Paul Tone Shading Screens	66 sheets
28.	Ink powder blue and black	40 packets	64.	Pelican Ink Drawing	14 phials	101.	Ferro Printing Machine	1	118.	Sticking Handle	2
29.	Cotton Thread small balls	20	65.	Pencils Drawing (Venus)	12				119.	Screen cutter	2
30.	Desk knives	10	66.	Crowquill pens drawing	15				120.	Drawing Board 23 inchx32 inch	3
31.	Steel Nibs	2 grosses	67.	Poster colour drawing	10 phials				121.	Dot Ink Pencils	4
32.	Stamp Ink Phial of 1 oz.	24	68.	Brush Drawing No. 0	4						
33.	Blank books F' cap 6 qrs.	4	69.	Brush Sable Hair No. 2	2						
34.	Ruled books F' cap 6 qrs.	5	70.	Drawing Eraser (Venus)	6						
35.	Sealing Wax (16 sticks in a box)	12 boxes	71.	Drawing Eraser ordinary	12						
36.	Correcting Fluid Phial of 1 oz.	15 phials	72.	Drawing Board 31" x23" with "T"	2						
37.	Paper Badami D/long Royal	2 reams & 200 sheets	73.	Drawing Instrument Box	2						

APPENDIX IV

*Details of Staff of the Office of the Superintendent of Census
Operations and Tabulation Office.*

*(a) Staff engaged from time to time in the Offices of the
Superintendent of Census Operations*

Sl. No.	Name and Designation	Period	Rate of pay excluding allowances	
1	2	3	4	
			Rs.	
1.	Office Superintendent, Shri Durga Singh.	5.12.59 } 19.9.60 } 22.12.60 to	340 350 400	In the personal scale of Rs. 210-10-290-15-320/15-425 plus Deputation Special Pay at Rs. 20% of grade pay. In the personal scale of Rs. 350-25-575 plus Deputation Special Pay at 20% of grade pay.
2.	Statistical Assistant, Shri D.L. Agarwal.	1.1.60 to 21.12.60	270	In the scale of Rs. 210-10-290-15-320/15-425 plus Deputation Special Pay at 20% of grade pay.
3.	Statistical Assistant, Shri S.S. Sarwal.	14.12.59 to	210	In the scale of Rs. 210-10-290-15-320/15-425.
4.	Assistant, Shri Het Ram Gupta.	30.6.60 to 11.12.60	250	In the scale of Rs. 210-10-290-15-320/15-425 plus Deputation Special Pay at 20% of grade Pay.
5.	Statistical Assistant, Shri Het Ram Gupta.	12.12.60 to 11.9.61	260	In the scale of Rs. 210-10-290-15-320/15-425 plus Deputation Special Pay at 20% of grade pay.
6.	Statistical Assistant, Shri Bishan Das.	21.7.61 to	220	In the scale of Rs. 210-10-290-15-320/15-425.
7.	Assistant, Shri Sher Singh.	12.12.60 to	210	In the scale of Rs. 210-10-290-15-320/15-425.
8.	Stenographer, Shri Mela Ram Sood.	4.12.59 to 26.12.60	230	In the scale of Rs. 210-10-290-15-320/15-425 plus Deputation Pay at 20% of grade pay.
9.	Stenographer, Shri Ram Swarup Bajaj.	22.12.60 to	240	—do—
10.	Accountant Cum Cashier, Shri Bishan Das.	5.1.60 to 20.7.61	210	In the scale of Rs. 210-10-290-15-320/15-380.
11.	Accountant Cum Cashier, Shri Dina Nath Sharma.	21.8.61 to	210	—do—
12.	Upper Division Clerk, Shri Sher Singh.	1.6.60 to 31.10.60	155	In the scale of Rs. 130-5-160-8-200/8-256/8-280-10-300 plus Deputation Special Pay at 20% of grade pay.
13.	Upper Division Clerk, Shri Kishori Lal.	1.11.60 to 20.8.61	130	In the scale of Rs. 130-5-160-8-200/8-256/8-280-10-300.
14.	Upper Division Clerk, Shri Mohinder Singh Negi.	21.8.61 to 31.7.62	130	In the scale of Rs. 130-5-160-8-200/8-256/8-280-10-300.

Sl. No.	Name and Designation	Period	Rate of pay excluding allowance	
1	2	3	4	
15.	Upper Division Clerk, Shri Jamit Singh.	1.8.62 to	130	In the scale of Rs. 130-5-160-8-200/8-286/8-280-10-300.
16.	Investigator, Shri Ishwar Dayal Gupta.	10.6.60 to	210	In the scale of Rs. 210-10-290-15-320/15-425.
17.	Investigator, Shri S.P. Shabi.	24.6.60 to 15.3.61	210	—do—
18.	Investigator, Shri Sher Singh.	1.11.60 to 11.12.60	210	—do—
19.	Investigator, Shri Chander Kumar.	6.11.60 to	210	—do—
20.	Investigator, Shri K.K. Dhawan.	6.11.60 to 30.7.61	210	—do—
21.	Investigator, Shri Tarlok Chand.	17.12.60 to	210	—do—
22.	Investigator, Shri S.R. Mehta.	1.3.61 to 19.7.61	210	—do—
23.	Investigator, Shri Madan Mohan Nath Saxena	10.3.61 to 3.4.61	210	—do—
24.	Investigator, Shri Dharam Pal Kapur.	7.4.61 to	210	—do—
25.	Investigator, Shri S.M. Bhatnagar.	8.4.61 to	210	—do—
26.	Investigator, Shri Jag Mohan.	1.10.61 to	210	—do—
27.	Investigator, Shri Mohan Lal Gupta.	4.11.61 to	210	—do—
28.	Investigator, Shri Chunni Lal Sharma.	17.11.61 to	210	—do—
29.	Draftsman, Shri Amar Singh Juneja.	2.4.60 to 31.1.62	116	In the scale of Rs. 150-5-175-6-205/7-240 plus Deputation Special Pay at 20% of grade pay.
30.	Draftsman, Shri Om Chand Handa.	13.3.62 to	124	—do—
31.	Lower Division Clerk, Shri Sher Singh.	12.1.60 to 31.5.60	151	In the scale of Rs. 110-3-131-4-155/4-175/5-180 plus Deputation Special Pay at 20% of grade pay.
32.	Lower Division Clerk, Shri Kishori Lal.	2.12.59 to 31.10.60	68	—do—
33.	Lower Division Clerk, Shri Mohinder Singh Negi.	20.4.60 to 20.8.61	110	In the scale of Rs. 110-3-131-4-155/4-175/5-180.
34.	Lower Division Clerk, Shri Jamit Singh.	31.6.60 to 31.7.62	110	—do—
35.	Lower Division Clerk, Shri B. Kaushal.	18.8.60 to 10.2.62	110	—do—

Sl. No.	Name and Designation	Period	Rate of pay excluding allowances
1	2	3	4
36.	Lower Division Clerk, Shri Sardari Lal.	8.3.61 to 13.3.62	110 In the scale of Rs. 110-3-131-4-155/4-175/5-180.
37.	Lower Division Clerk, Shri Ajit Kumar.	21.8.61 to	110 —do—
38.	Lower Division Clerk, Shri Dalel Singh.	21.2.62	110 —do—
39.	Dafttry, Shri Shankar Dev Sharma.	4.5.60	75 In the scale of Rs. 75-1-85/2-95.
40.	Peon, Shri Mast Ram I	27.10.59 to 20.8.61	70 In the scale of Rs. 70-1-85/1-85.
41.	Peon, Shri Mast Ram II	21.11.59 to 14.3.61	70 —do—
42.	Peon, Shri Suharu Ram.	1.3.60	70 —do—
43.	Peon, Shri Atru Ram.	15.3.61 to	70 —do—
44.	Peon, Shri Tulsi Ram.	21.8.61 to	70 —do—

STAFF PAID FROM CONTINGENCIES

45.	Chowkidar, Shri Suharu Ram.	11.11.59 to 29.2.60	70 (fixed) plus allowances.
46.	Chowkidar, Shri Thakar Singh.	3.5.60 to 31.12.60	70 —do—
47.	Chowkidar, Shri Ram Parshad.	17.2.61 to 14.3.61	70 —do—
48.	Chowkidar Shri Hiru Ram.	10.4.61 to 31.7.61	70 —do—
49.	Chowkidar, Shri Masheru Ram.	19.8.61 to 31.5.62	70 —do—
50.	Chowkidar, Shri Daulat Ram	2.6.62 to	70 —do—
51.	Frash, Shri Hari Singh.	19.11.60 to 31.12.60	70 —do—
52.	Frash, Shri Atru Ram.	2.1.61 to 14.3.61	70 —do—
53.	Frash, Shri Daya Krishan.	10.4.61 to 5.8.61	70 —do—
54.	Frash, Shri Sidh Ram.	5.9.61 to 18.1.62	70 —do—
55.	Frash, Shri Kishori Lal.	4.6.62 to	70 —do—
56.	Mali, Shri Tulsi Ram.	12.6.61 to 20.8.61	70 —do—
57.	Sweeper, Shri Om Parkash.	10.11.59 to 14.3.61	70 —do—
58.	Sweeper, Shri Ram Parshad.	10.4.61 to	70 —do—

(b) Details of staff of Housing Tabulation and Regional cum Central Tabulation Office

Sl. No.	Name of Post	No. of posts	Period	Scales of Pay
1	2	3	4	5
1.	Assistant Superintendent of Census Operations.	1	1.2.61 to date.	Rs. 350-25-575 with Special pay of Rs.75/-
2.	Tabulation Officer.	1	12.9.61 to 20.7.65 & 1.6.67 to date	Rs. 350-20-450/25-475
3.	Statistical Assistants.	1 1 1	12.12.60 to date 1.9.61 to date 1.3.67 to date	Rs. 210-10-290-15-320/15-425.
4.	Upper Division Clerk cum Stenographer.	1	1.11.60 to 28.2.65	Rs. 130-5-160-8-200/8-256/8-280-10-300
5.	Head Clerk cum Accountant.	1	1.3.61 to 28.2.65	Rs. 210-10-290-15-320/15-380
6.	Tabulation Assistants.	1 1 1	1.3.61 to 31.10.66 1.3.61 to 30.6.66 1.3.61 to 28.2.66	Rs. 168-8-256/8-280-10-300.
7.	Investigators.	1 1	17.11.61 to date 1.3.67 to date.	Rs. 210-10-290-15-320/15-425.
8.	Artists cum Draftsmen.	1 1 1	1.3.63 to 28.2.66 1.3.63 to date 1.3.63 to 30.6.66	Rs. 150-5-175-6-205/7-240
9.	Supervisors.	2	31.7.61 to 28.2.65.	Rs. 130-5-160-8-200/8-256/8-280-10-300.
10.	Machine Operator	1	21.11.60 to 28.2.65	do
11.	Photographer.	1	22.4.64 to 28.2.66.	Rs. 365/- Consolidated.
12.	Computers.	1 2	1.3.66 to date 1.3.67 to date	Rs. 150-5-160-8-256/8-280/10-300.
13.	Lower Division Clerks, Compilers, Typists, Cashier and Record keeper.	4 2 3 1	31.7.61 to 28.2.66 1.3.61 to 28.2.66 1.3.61 to date 1.3.61 to 28.2.66.	Rs. 110-3-131-4-155-4-175/5-180.
14.	Proof Readers.	3 1 2	12.2.63 to date 13.2.63 to date 9.8.64 to 28.2.65.	Rs. 150-5-175-6-205/7-240.
15.	Supervisors (consolidated).	10	1.3.61 to 28.2.65.	Rs. 165/- (consolidated).
16.	Compiler Checkers (Consolidated)	20	1.3.61 to 28.2.65.	Rs. 145/- (consolidated).
17.	Sorters. (Consolidated)	100	1.3.61 to 28.2.63.	Rs. 125/- consolidated.
18.	Comptometer operator.	1	23.8.61 to 30.4.62	Rs. 150/- consolidated.
19.	Dafttri.	1	3.12.60 to date	Rs. 75-1-85/2-95
20.	Peons, Sweepers and Chowkidar.	5 2	3.12.60 to 28.2.66 1.1.61 to date	Rs. 70-1-80/1-85

APPENDIX V
*Statement of actual Sorter-months, Compiler-
 Checker-months and Supervisor-months
 consumed in the Tabulation Office*

Calendar month	Sorter- months	Compiler- checker-months	Supervisor- months
1	2	3	4
March, 1961	16.27	6.25	3.00
April, 1961	22.8	7.2	3.28
May, 1961	46.00	8.30	4.40
June, 1961	88.00	11.73	4.00
July, 1961	88.29	14.6	3.24
August, 1961	97.4	19.7	3.00
September, 1961	96.4	19.21	7.06
October, 1961	78.00	19.00	9.30
November, 1961	94.00	19.14	9.19
December, 1961	85.23	17.16	9.3
January, 1962	48.18	16.23	8.00
February, 1962	60.8	17.00	9.00

APPENDIX VI
*(a) Statement of Expenditure incurred in the
 Tabulation Office*

Head of Account	Expenditure during the year			Total
	1960—61	1961—62	1962—63	
1	2	3	4	5
C-Abstraction & Compilation.				
C-1- Pay of Officers	..	4895.93	3921.33	8817.26
C-2- Pay of Establishment	1775.32	182,816.24	118,174.99	302,766.55
(a) Sorters	..	..	..	..
(b) Compiler Checkers	..	..	..	..
(c) Supervisors	200.00	..	..	200.00
(d) Other staff	1575.32	..	..	1575.32
C-3- Allowances & Honoraria	573.07	24644.45	37149.83	62,367.35
(a) Dearness allowance	187.29	4677.27	7947.11	12,811.67
(b) House Rent and other allowances	385.78	11094.85	11545.44	23,026.07
(c) Travelling allowance	..	8872.33	17657.28	26,529.61
(d) Bonus to Sorters etc.	..	..	..	..
C-4- Other Charges (as detailed in Annexure)	5111.33	11781.69	8352.14	25,245.16
Grand Total:—	7459.72	224,138.31	167,598.29	399,196.32

(b) Statement of expenditure incurred in the
Tabulation Office

Tabulation Office 1	C-1— Pay of Officers 2	C-2— Pay of Establishment 3	C-3— Allowances and Honoraria 4	C-4— Other Charges 5	Total 6
1960—61	..	1,775.32	573.07	5,111.33	7,459.72
1961—62	4,895.93	182,816.24	24,644.45	11,781.69	224,138.31
1962—63	3,921.33	118,174.99	37,149.83	8,352.14	167,598.29
Total:—	8,817.26	302,766.55	62,367.35	25,245.16	399,196.32

ANNEXURE TO APPENDIX VI
Detail of C-4 Other Charges incurred in the
Tabulation Office

Sl. No.	Details of C-4 Other Charges	1960—61 3	1961—62 4	1962—63 5	Total 6
1.	Purchase of furniture including Pigeon holes, boxes, etc.	2,492.48	2,870.50	715.31	6,078.29
2.	Local purchase of stationery including Rubber bands, gunny thread etc.	..	1,001.43	401.70	1,403.13
3.	Electric Hot & cold weather charges including the cost of arrangements of fans and lights.	198.80	4,175.57	3,014.38	7,388.75
4.	Railway freight and other conveyance charges for carrying census papers from Districts & Sub-Divisions.	8.02	504.95	26.88	539.85
5.	Purchase of Duplicating machine etc.	..	..	..	..
6.	Repair and hire of furniture.	..	..	..	..
7.	Hire charges of Comptometers.	..	600.00	1,200.00	1,800.00
8.	Telephone charges.	..	1,428.81	586.15	2,014.96
9.	Hire charges of Typewriters.	..	813.54	1,491.50	2,305.04
10.	House Rent.	..	..	..	..
11.	Office expenses and miscellaneous including the cost of postages, telegrams, office safe, locks & keys, petty conveyance charges, stationery and other maintenance charges.	2331.54	318.76	12.50	2,662.80
12.	Re-imbursement to State Governments, if any.	..	..	..	..
13.	Other items, if any	80.49	68.13	903.72	1,052.34
	Grand total:—	5,111.33	11,781.69	8,352.14	25,245.16

APPENDIX VII
*Numbers of Sorters Tickets and other Forms used
in the Tabulation Office*

Sl. No.	Name of forms	No. used	Sl. No.	Name of forms	No. used
1	2	3	1	2	3
I. SORTER'S TICKETS			II. COMPILER'S POSTING STATEMENT		
1.	1	12,700	1.	1	375
2.	2	12,300	2.	2	268
3.	3	12,480	3.	3	26
4.	4	620	4.	4	731
5.	5(a)	300	5.	5	718
6.	5(b)	1,122	6.	6	97
7.	6	190	7.	7	272
8.	7	942	8.	8	104
9.	8	910	9.	9	140
10.	9	732	10.	10	135
11.	10	475	11.	11	143
12.	11	285	12.	12	142
13.	12	225	13.	13	136
14.	13	624	14.	14	128
15.	14	673	15.	15	136
16.	15	155	16.	16	147
17.	16(a)	30	17.	17	154
18.	16(b)	158	18.	18	123
19.	17	938	19.	19	170
20.	18	887	20.	20	94
21.	19	891	21.	21	129
22.	19(a)	910	22.	22	134
23.	20	Not used	23.	23	133
24.	21	895	24.	24	118
25.	22	902	25.	25	707
26.	23	896	26.	26	144
27.	24	887	27.	27	32
28.	25(a)	300	28.	28	33
29.	25(b)	773	29.	29	127
30.	26	365	30.	30	137
31.	27	182	31.	31	136
32.	28	885	32.	32	853
33.	29	640	33.	32(a)	650
			34.	33	Not used
			35.	34	Not used

83

Sl. No.	Name of forms	No. used	Sl. No.	Name of forms	No. used
1	2	3	1	2	3
36.	35	142	4.	2(b)- Rural	160
37.	36	141	5.	3	700
38.	37	918	6.	4	30
39.	38(A)	891	7.	5(a)- Urban	} Not used. Descriptive progress reports were taken.
40.	38(B)	895	8.	5(b)- Rural	
41.	39(A)	344	9.	6	
42.	39(B)	552			
43.	40(A)	1,223	IV. TABLE FORMS :		
44.	40(B)	1,225	E-III from S.C.O. Punjab : 450 for 4 copies from S.C.O. Maharashtra : 75 for 2 copies.		
45.	41(A)	226	Note : This Table was recast later. Then no printed forms were used.		
46.	41(B)	218	1.	Frequency Table for Table E-I	5,770
47.	42(A)	384	2.	Frequency Table for Table E-II	2,830
48.	42(B)	330	3.	Frequency Table for Table E-IV	5,650
49.	43	147	4.	Frequency Table for Table E-V	5,740
50.	44	445	Cyclostyled forms were not used for the rest of the tables.		
51.	45	155	VI. LEAFLETS AND OTHER INSTRUCTIONS		
52.	46	151	1.	Instructions for Compiler Checkers	40
III. MISCELLANEOUS SORTING FORMS			2.	Instructions for enumerators	35
1.	1(a)- Urban	20,000	3.	I.S.I.C. Industrial Classification	10
2.	1(b)- Rural	420,000	4.	National classification of Occupations.	10
3.	2(a)- Urban	40			

APPENDIX VIII

Progress of Sorting in the Tabulation Office
Number of slips sorted for tickets

Period	1	2	3	4	5(a) 5(b)	6	7	8	9	10	11	12	13	14	15
Upto end of March 1961	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..
Upto end of April 1961	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..
Upto end of May 1961	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..
Upto end of June 1961	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..
July 1961	1,100,759	1,100,759	1,100,759	50,692	..	..	..	..	..	..	..	..	..	..	..
August 1961	1,141,426	1,141,426	1,141,426	57,567	..	..	..	..	..	..	..	..	..	..	..
September 1961	1,351,144	1,351,144	1,351,144	63,928	432,667	..	389,583	325,845	30,385	19,484	89,482	25,750	27,839	46,377	123,749
October 1961	1,351,144	1,351,144	1,351,144	63,928	31,509	3,620	646,940	538,439	42,143	22,593	262,502	32,221	38,728	61,863	214,328
November 1961	1,351,144	1,351,144	1,351,144	63,928	52,141	14,362	947,851	878,775	61,935	35,5840	473,915	34,453	54,937	92,972	35,219
December 1961	1,351,144	1,351,144	1,351,144	63,928	63,928	21,849	1,351,144	1,351,144	78,717	44,849	681,921	44,849	78,717	123,566	545,657
					942,153										
					1,287,216										
16(a)	16(b)	17	18	19	20	21	22	23	24	25(a) 25(b)	26	27	28	29	
Upto end of March 1961	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..
Upto end of April 1961	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..
Upto end of May 1961	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..
Upto end of June 1961	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..
July 1961	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..
August 1961	..	..	..	..	..	..	..	..	..	..	..	..	..	..	..
September 1961	370	242,297	179,424	56,976	7,539	169,772	150,126	61,874	52,942	50,663	7,363	9,206	20,281	77,450	
October 1961	7	478,271	485,856	165,971	17,672	431,569	359,610	146,185	142,203	753	12,633	37,929	46,099	21,201	
November 1961	209	873,083	822,971	291,714	35,134	821,815	820,913	290,411	238,236	4,913	17,816	55,786	51,947	29,537	
December 1961	317	1,351,144	1,351,144	475,271	89,140	1,351,144	1,351,144	478,110	478,110	231,213	12,492	29,060	141,447	108,194	39,887
	925									465,618					

APPENDIX IX

Accounts Forms and Routine Forms consumed
in the Office of the Superintendent of Census
Operations and Tabulation Office.

Sl. No.	Name of Form	No. of Forms consumed		
		Office of the Superintendent of Census Operations, H. P.	Tabulation Office	Total
		3	4	5
1.	S-5 (Small) Draft sheet Pad (100 sheets each)	35 Pads	19 Pads	54 Pads
2.	S-5 (Large) Draft sheet Pad (100 sheets each)	30 Pads	8 Pads	38 Pads
3.	S-10 Reminder Forms	500	..	500
4.	S-30 Diary Register	2	..	2
5.	S-33 Despatch Register	4	..	4
6.	S-37 Attendance Registers	8	6	14
7.	S-38 Peons Books	12	2	14
8.	S-59 Contingent bill forms	350	300	650
9.	S-81 Paper under considerations slips	500	..	500
10.	S-82 D.F.A. Slips	500	..	500
11.	S-90 File Boards	300	200	500
12.	S-87 Economy slips	500	..	500
13.	S-97 File covers	1,000	385	1385
14.	S-121 Forms of Character Roll	100	..	100
15.	S-49 Acknowledgement Forms	200	..	200
16.	S-74 Priority Forms	100	..	100
17.	S-75 Urgent slips	100	..	100
18.	S-76 Immediate slips	100	..	100
19.	S-86 For Signature Slips	100	..	100
20.	S-88 Interview Slips	200	..	200
21.	T.R. 1 Certificate of transfer of charge.	5	..	5
22.	T.R. 4 Cash books	2	1	3
23.	T.R. 16 Pay bill of Gazetted Government Servants.	300	200	500
24.	T.R. 20 T.A. bill of Gazetted Government Servants.	300	200	500
25.	T.R. 22 (Inner) Pay bills of the Establishment.	500	500	1,000
26.	T.R. 22 (outer) Pay bills of the Establishment.	800	500	1,800
27.	T.R. 24 Periodical increment certificate	200	200	400
28.	T.R. 25 (Inner) T.A. bills (Non-Gazetted)	500	500	1,000
29.	T.R. 25 (Outer) T.A. bills (Non-Gazetted)	800	700	1,500
30.	T.R. 29 Register of Contingent charges	1	1	2
31.	T.R. 31 Abstract Contingent bill	200	200	400
32.	T.R. 56 Schedule of General Provident Fund	500	500	1,000
33.	T.R. 58 A-Bill for drawing G.P. Fund Advance	100	100	200
34.	A.T.C. 5 Last Pay Certificate	100	100	200
35.	T.R. 6 Challan forms	100	100	200

APPENDIX X

Statement Showing The Number of Copies of The Various Census Publications Printed and their Distribution

Sl. No.	Name of Publication	Number of Copies Printed		Total	Distribution			
		Deluxe edition	Cheap edition		Supplied to	Deluxe edition	Cheap edition	Total
1	2	3	4	5	6	7	8	9
1.	Part-II-A	75	925	1000	1. The R.G. India, New Delhi	10	70	80
					2. SCOs of other State/Union Territories and other State Govts.	..	48	48
					3. Himachal Pradesh Administration	5	33	38
					4. Libraries	..	7	7
					5. Information Centres	..	25	25
					6. Copies for the office library	1	..	1
					7. Copies for the discretionary distribution of the SCO H.P.	..	22	22
					8. Copies for the personal use of the SCO, H.P.	2	..	2
					9. Copies for the office use.	5	5	10
					10. Manager of Publication Delhi for sale ..	..	700	700
					11. Preservation for the next Census	52	14	66
					12. Director C.F.P.I. India New Delhi ..	..	1	1
					Total	75	925	1000
2.	Part-II-B	75	925	1000	1. The R.G. India New Delhi	25	53	78
					2. SCOs, of other State/Union Territories and other State Govts.	..	48	48
					3. H.P. Administration	5	4	9
					4. Libraries	..	7	7
					5. Information Centres	..	25	25
					6. Copies of the office Library	1	..	1
					7. Copies for the discretionary distribution of the SCO H.P.	10	22	32
					8. For Ex-officio, SCO, HP	2	..	2
					9. Copies for the office use	5	5	10
					10. Manager of Publications Delhi for sale ..	..	700	700
					11. Preservation for the Next Census	27	60	87
					12. Director C.F.P.I. India New Dalhi ..	..	1	1
					Total	75	925	1000
3.	Part-II-C	75	925	1000	1. The R.G. India New Delhi	25	53	78
					2. SCOs of other State/Union Territories and other State Govts.	..	53	53
					3. H.P. Administrations	4	26	30
					4. Libraries	..	2	2
					5. Information Centres	..	24	24
					6. Copies of the office library	..	1	1
					7. Copies for the discretionary distribution of the SCO, H.P.	..	18	18
					8. For Ex-officio, SCO H.P.	2	..	2
					9. Copies for office use	5	5	10
					10. Manager of Publications Delhi for sale ..	..	700	700
					11. Preservation for the next Census	39	43	82
					Total	75	925	1000

APPENDIX X

Statement Showing The Number of Copies of The Various Publications Printed and their Distribution Contd.

Sl. No.	Name of Publication	Number of Copies Printed		Total	Distribution			
		Deluxe edition	Cheap edition		Supplied to	Deluxe edition	Cheap edition	Total
1	2	3	4	5	6	7	8	9
4.	Part-III	75	925	1000	1. The R.G. India New Delhi	25	50	75
					2. SCOs of other State/Union Territories and other State Govt.	..	52	52
					3. H.P. Administration	..	26	26
					4. Libraries	..	2	2
					5. Information Centres	..	24	24
					6. Copies for the office library	..	1	1
					7. Copies for the discretionary distribution of the SCO HP	3	6	9
					8. For Ex-officio, SCO HP	..	..	..
					9. Copies for office use	5	5	10
					10. Manager of Publication Delhi for sale ..	..	700	700
					11. Preservation for the next Census	42	58	100
					12. Director of C.F.P.I. India New Delhi	..	1	1
					Total	75	925	1000
5.	Part-IV	75	925	1000	1. The R.G. India New Delhi	10	72	82
					2. SCOs of other State/Union Territories and other State Govt.	24	24	48
					3. H.P. Administrations	10	18	28
					4. Libraries	..	8	8
					5. Information Centres	..	25	25
					6. Copies for the office library	..	1	1
					7. Copies for the discretionary distribution of the SCO H.P.	5	30	35
					8. For Ex-officio OS SCO H.P.	..	..	..
					9. Copies for office use	5	5	10
					10. Manager of Publications Delhi for sale ..	..	700	700
					11. Preservation for Next Census	21	41	62
					12. Director of C.F.P.I. India New Delhi	..	1	1
					Total	75	925	1000
6.	Part-V-A	..	1000	1000	1. The R.G. India New Delhi	..	78	78
					2. SCOs of other State/Union Territories and other State Govt.	..	44	44
					3. H.P. Administrations	..	39	39
					4. Libraries	..	8	8
					5. Information Centres	..	25	25
					6. Copies for the office Library	..	1	1
					7. Copies for the discretionary distribution of the SCO H.P.	..	7	7
					8. For Ex-Officio, SCO H.P.	..	10	10
					9. Copies for the office use	..	10	10
					10. Manager of Publications Delhi for sale	..	700	700
					11. Preservation for the next Census	..	1	1
					12. Director C.F.P.I. India New Delhi	..	77	77
					Total	..	1000	1000

APPENDIX X

Statement Showing The Number of Copies of The Various Publications Printed and their Distribution Contd.

Sl. No.	Name of Publication	Number of Copies Printed		Total	Distribution				
		Deluxe edition	Cheap edition		Supplied to	Deluxe edition	Cheap edition	Total	
1	2	3	4	5	6	7	8	9	
7.	Part-V-B	..	1000	1000	1. The R.G. India New Delhi	..	100	100	
					2. SCOs of other State/Union Territories and other State Govts.	..	48	48	
					3. H.P. Administrations	..	..	..	
					4. Libraries	..	..	..	
					5. Information Centre	..	..	..	
					6. Copies for the office library	..	1	1	
					7. Copies for the discretionary distribution of the SCO HP	..	1	1	
					8. For Ex-Officio SCO. H.P.	..	..	..	
					9. Copies for the office use	..	5	5	
					10. Manager of Publications Delhi for sale	..	700	700	
					11. Dr. William H. Newell, Tokyo, Japan	..	10	10	
					12. preservation for the next Census	..	135	135	
					Total	..	1000	1000	
8.	Part-VI Kothi	..	1000	1000	1. The R.G. India, New Delhi	..	115	115	
					2. SCO of other State/Union Territories and other State Govts.	..	53	53	
					3. H.P. Administration	..	55	55	
					4. Libraries	..	19	19	
					5. Information Centres	..	..	..	
					6. Copies of the office Library	..	1	1	
					7. Copies for the discretionary distribution of the SCO. H.P.	..	49	49	
					8. Copies for the office use	..	1	1	
					9. Copies for Ex-Officio, SCO. H.P.	..	..	..	
					10. Manager of Publication Delhi for sale	..	700	700	
					11. Preservation for the next Census	..	7	7	
					Total	..	1000	1000	
9.	Part-VI Shokrori	..	1000	1000	1. The R.G. India New Delhi	..	100	100	
					2. SCOs. of other State/Union Territories & other State Govts.	..	50	50	
					3. H.P. Administrations	..	50	50	
					4. Libraries	..	20	20	
					5. Information Centres	..	27	27	
					6. Copies for the office Library	..	1	1	
					7. Copies for the discretionary distribution of the SCO. H.P.	..	43	43	
					8. For Ex-Officio, SCO. H.P.	..	..	..	
					9. Copies for the office use	..	5	5	
					10. Manager of Publications Delhi for sale	..	700	700	
					11. Preservation for the next Census	..	4	4	
					Total	..	1000	1000	

APPENDIX X

Statement Showing The Number of Copies of The Various Publications Printed and their Distribution—contd.

Sl. No.	Name of Publication	Number of Copies Printed		Total	Distribution				
		Deluxe edition	Cheap edition		Supplied to	Deluxe edition	Cheap edition	Total	
1	2	3	4	5	6	7	8	9	
10.	Part-VI Gijari	..	1000	1000	1. The R.G. India New Delhi	..	123	123	
					2. SCOs. of other State/Union Territories and other State Govts.	..	47	47	
					3. H.P. Administration	..	46	46	
					4. Libraries	..	17	17	
					5. Information Centres	..	25	25	
					6. Copies for the office Library	..	1	1	
					7. Copies for the discretionary distribution of the SCO H.P.	..	33	33	
					8. For Ex-Officio, SCO, H.P.	..	..	..	
					9. Copies for office use	..	5	5	
					10. Manager of Publication Delhi for sale	..	700	700	
					11. Preservation for the next Census	..	3	3	
					Total	..	1000	1000	
11.	Part-VI Devi-Kothi	..	1000	1000	1. The R.G. India New Delhi	..	125	125	
					2. SCOs of other State/Union Territories and other State Govts.	..	48	48	
					3. H.P. Administration	..	47	47	
					4. Libraries	..	12	12	
					5. Information Centres	..	..	..	
					6. Copies for the office library	..	1	1	
					7. Copies for the discretionary distribution of the SCO. H.P.	..	27	27	
					8. Copies for office use	..	5	5	
					9. Copies for Ex-Officio, SCO. H.P.	..	..	..	
					10. Manager of Publications Delhi for sale	..	700	700	
					11. Preservation for the Next Census	..	35	35	
					Total	..	1000	1000	
12.	Part-VI Brahmaur	..	1000	1000	1. The R.G. India New Delhi	..	125	125	
					2. SCOs of other State/Union Territories and other State Govts.	..	50	50	
					3. H.P. Administration	..	47	47	
					4. Libraries	..	13	13	
					5. Information Centres	..	..	..	
					6. Copies for the office library	..	1	1	
					7. Copies for the discretionary distribution of the SCO. H.P.	..	46	46	
					8. For Ex-Officio, SCO. H.P.	..	..	..	
					9. Copies for office use	..	5	5	
					10. Manager of Publications Delhi for sale	..	700	700	
					11. Preservation for the Next Census	..	13	13	
					Total	..	7000	1000	

APPENDIX X

Statement Showing The Number of Copies of The Various Publications Printed and their Distribution—contd.

Sl. No.	Name of Publication	Number of Copies Printed		Total	Distribution				
		Deluxe edition	Cheap edition		Supplied to	Deluxe edition	Cheap edition	Total	
1	2	3	4	5	6	7	8	9	
13.	Part-VI Kolar	..	1000	1000	1. The R.G. India New Delhi	..	116	116	
					2. SCOs of other State/Union Territories and other State Govts.	..	48	48	
					3. H.P. Administration	..	37	37	
					4. Libraries	..	8	8	
					5. Information Centres	..	25	25	
					6. Copies for the office Library	..	1	1	
					7. Copies for the discretionary distribution of the SCO. H.P.	..	33	33	
					8. For Ex-Officio, SCO. H.P.	..	10	10	
					9. Copies for office use	..	5	5	
					10. Manager of Publications Delhi for sale	..	700	700	
					11. Preservation for the next Census	..	17	17	
					Total	..	1000	1000	
14.	Part-VI Hatli	..	1000	1000	1. The R.G. India New Delhi	..	116	116	
					2. SCOs of other State/Union Territories and other State Govts.	..	48	48	
					3. H.P. Administration	..	40	40	
					4. Libraries	..	9	9	
					5. Information Centres	..	25	25	
					6. Copies for the office library	..	1	1	
					7. Copies for the discretionary distribution of the SCO. H.P.	..	31	31	
					8. For Ex-Officio, SCO, H.P.	..	10	10	
					9. Copies for the office use	..	5	5	
					10. Manager of Publications Delhi for sale	..	700	700	
					11. Preservation for the next Census	..	15	15	
					Total	..	1000	1000	
15.	Part-VI Paugi	..	1000	1000	1. The R.G. India New Delhi	..	116	116	
					2. SCOs of other State/Union Territories and other State Govts.	..	48	48	
					3. H.P. Administration	..	28	28	
					4. Libraries	..	9	9	
					5. Information Centres	..	25	25	
					9. Copies for the office library	..	1	1	
					7. Copies for the discretionary distribution of the SCO. H.P.	..	37	37	
					8. For Ex-Officio, SCO, H.P.	..	10	10	
					9. Copies for office use	..	5	5	
					10. Manager of Publications Delhi for sale	..	700	700	
					11. Preservation for the next Census	..	21	21	
					Total	..	1000	1000	
16.	Part-VI Moginand	..	1000	1000	1. The R.G. India New Delhi	..	118	118	
					2. SCOs of other State/Union Territories and other State Govts.	..	44	44	
					3. H.P. Administration	..	24	24	
					4. Libraries	..	9	9	
					5. Information Centres	..	25	25	

APPENDIX X

Statement Showing The Number of Copies of The Various Publications Printed and their Distribution—contd.

Sl. No.	Name of Publication	Number of Copies Printed		Total	Distribution				
		Deluxe edition	Cheap edition		Supplied to	Deluxe edition	Cheap edition	Total	
1	9	3	4	5	6	7	8	9	
					6. Copies for the office Library	..	1	1	
					7. Copies for the discretionary distribution of the SCO HP	..	36	36	
					8. For Ex-Officio, SCO, H.P.	..	10	10	
					9. Copies for office use	..	5	5	
					10. Manager of Publications Delhi for sale	..	700	700	
					11. Preservation for the next Census	..	28	28	
					Total	..	1000	1000	
17.	Part-VI Chitrari	..	1000	1000	1. The R.G. India New Delhi	..	117	117	
					2. SCOs for other State/Union Territories and other State Govt.	..	46	46	
					3. H.P. Administration	..	23	23	
					4. Libraries	..	9	9	
					5. Information Centres	..	25	25	
					6. Copies for the office library	..	1	1	
					7. Copies for the discretionary distribution of the SCO HP	..	33	33	
					8. Copies for the office use	..	5	5	
					9. Copies for Ex-Officio, SCO, HP	..	10	10	
					10. Manager of Publications Delhi for sale	..	700	700	
					11. Preservation for the next Census	..	31	31	
					Total	..	1000	1000	
18.	Part-VI Shathla	..	1000	1000	1. The R.G. India New Delhi	..	100	100	
					2. SCOs of other State/Union Territories and other State Govts.	..	48	48	
					3. H.P. Administration	..	35	35	
					4. Libraries	..	8	8	
					5. Information Centres	..	25	25	
					6. Copies for the office library	..	1	1	
					7. Copies for the discretionary distribution of the SCO HP	..	11	11	
					8. For Ex-Officio, SCO, HP	..	16	16	
					9. Copies for office use	..	5	5	
					10. Manager of Publications Delhi for sale	..	700	700	
					11. Preservation for the next Census	..	51	51	
					Total	..	1000	1000	
19.	Part-VI Kanum	..	970	970	1. The R.G. India New Delhi	..	100	100	
					2. SCOs of other State/Union Territories and other State Govt.	..	48	48	
					3. H.P. Administration	..	36	36	
					4. Libraries	..	8	8	
					5. Information Centres.	..	25	25	
					6. Copies for the office Librari.	..	1	1	
					7. Copies for the distribution of the SCO HP	..	13	13	
					8. For Ex-Officio, SCO, HP.	..	20	20	
					9. Copies for the office use	..	5	5	
					10. Manager of Publication, Delhi for sale	..	700	700	
					11. Preservation for the next census	..	14	14	
					Total	..	970	970	

APPENDIX X

Statement Showing The Number of Copies of The Various Publications Printed and their Distribution—contd.

Sl. No.	Name of Publication	Number of Copies Printed		Total	Distribution			
		Deluxe edition	Cheap edition		Supplied to	Deluxe edition	Cheap edition	Total
1	2	3	4	5	6	7	8	9
20.	Part-VI Rajana	..	1000	1000	1. The R.G. India New Delhi	..	100	100
					2. SCOs of other State/Union Territories and other State Govt.	..	46	46
					3. H.P. Administration	..	34	34
					4. Libraries.	..	8	8
					5. Information Centres	..	25	25
					6. Copies for the office Library	..	1	1
					7. Copies for the discretionary distribution of the SCO HP	..	..	..
					8. For Ex-Officio, SCO, HP	..	22	22
					9. Copies for the office use.	..	5	5
					10. Manager of publications Delhi for sale	..	700	700
					11. Preservation for the next Census.	..	59	59
					Total	..	1000	1000
21.	Part-VI Chauntra	..	1000	1000	1. The R.G. India New Delhi	..	99	99
					2. SCOs of other States/Union Territories and other State Govt.	..	46	46
					3. H.P. Administration	..	30	30
					4. Libraries.	..	8	8
					5. Information Centres	..	25	25
					6. Copies for the office Library	..	1	1
					7. Copies for the discretionary distribution of SCO, HP.	..	6	6
					8. For Ex-Office, SCO, HP.	..	10	10
					9. Copies for office Use.	..	5	5
					10. Manager of publication Delhi for sale	..	700	700
					11. Preservation for the next Census.	..	70	70
					Total	..	1000	1000
22.	Part-VI- Kamrao	..	1000	1000	1. The R.G. India New Delhi	..	100	100
					2. SCOs of other State/Union Territories and other State Govt.	..	40	40
					3. H.P. Administration	..	27	27
					4. Libraries.	..	9	9
					5. Information Centres	..	1	1
					6. Copies for the office Library	..	1	1
					7. Copies for the discretionary distribution of SCO, HP.	..	6	6
					8. For Ex-Officio, SCO, HP.	..	10	10
					9. Copies for the office use.	..	5	5
					10. Manager of publications Delhi for sale	..	800	800
					11. Preservation for the next Census	..	1	1
					Total	..	1000	1000

APPENDIX X

Statement Showing The Number of Copies of The Various Publications Printed and their Distribution—contd.

Sl. No.	Name of Publication	Number of Copies Printed		Total	Distribution			
		Deluxe edition	Cheap edition		Supplied to	Deluxe edition	Cheap edition	Total
1	2	3	4	5	6	7	8	9
23.	Part-VI Chergaon	..	1000	1000	1. The R.G. India New Dehli	..	100	100
					2. SCOs of other States/Union Territories and other States Govt.	..	44	44
					3. H.P. Administration	..	27	27
					4. Libraries.	..	8	8
					5. Information Centres	..	25	25
					6. Copies for the office library	..	1	1
					7. Copies for the discretionary distribution of SCO, HP.	..	9	9
					8. Copies for the office Use	..	5	5
					9. For-Ex Officio, SCO, HP.	..	10	10
					10. Manager of publications Delhi for sale	..	700	700
					11. Preservation for the next Census	..	71	71
					Total	..	1000	1000
24.	Part-VI Nachar	..	1000	1000	1. The R.G. India New Delhi	..	99	99
					2. SCOs of other State/Union Territories and other State Govt.	..	44	44
					3. H.P. Administration	..	46	46
					4. Libraries.	..	7	7
					5. Information Centres	..	25	25
					6. Copies for the office Library	..	1	1
					7. Copies for the discretionary distribution of SCO, HP.	..	17	17
					8. Copies for the office use.	..	10	10
					9. For Ex-Officio, SCO, HP.	..	5	5
					10. Manager of publications Delhi for sale	..	700	700
					11. Preservation for the next Census	..	46	46
					Total	..	1000	1000
25.	Part-VI Pangana	..	1000	1000	1. The R.G. India New Delhi	..	100	100
					2. SCOs of other States/Union Territories and other State Govt.	..	49	49
					3. H.P. Administration	..	40	40
					4. Libraries	..	8	8
					5. Information Centres	..	25	25
					6. Copies for the office library	..	1	1
					7. Copies for the discretionary distribution of SCO, HP.	..	14	14
					8. For Ex-Officio, SCO, HP.	..	10	10
					9. Copies for the office use	..	5	5
					10. Manager of publications Delhi for sale.	..	700	700
					11. Preservation for the next Census	..	48	48
					Total	..	1000	1000

APPENDIX X

Statement Showing The Number of Copies of The Various Publications Printed and their Distribution—contd.

Sl. No.	Name of Publication	Number of Copies Printed		Total	Distribution				
		Deluxe edition	Cheap edition		Supplied to	Deluxe edition	Cheap edition	Total	
1	2	3	4	5	6	7	8	9	
26.	Part-VIII-A Administration Report-Enumeration	20	180	200	1. The R.G. India New Delhi	5	7	12	
					2. SCOs of other State/Union Territories and other State Govt.	..	46	46	
					3. H.P. Administration	1	38	39	
					4. Libraries.	..	4	4	
					5. Information Centres	..	25	25	
					6. Copies for the office library	1	1	2	
					7. Copies for the discretionary distribution of SCO, HP.	2	16	18	
					8. For Ex-Officio, SCO, HP.	..	..	..	
					9. Copies for the office use	..	..	..	
					10. Preservation for the next Census	11	43	54	
					Total	20	180	200	
	District Hand Book Bilaspur	..	1000	1000	1. The R.G. India New Dalhi	..	78	78	
					2. SCOs of other States/Union Territories and other State Govt.	..	48	48	
					3. H.P. Administration	..	24	24	
					4. Libraries	..	9	9	
					5. Information Centres	..	25	25	
					6. Copies for the office Library	..	1	1	
					7. Copies for the discretionary distribution of SCO, HP.	..	5	5	
					8. For Ex-Officio SCO, HP.	..	10	10	
					9. Copies for the office use.	..	10	10	
					10. Manager of publication Delhi for sale	..	700	700	
					11. Under Secy. Election New Delhi	..	1	1	
					12. Director C.F.P.I. India New Delhi.	..	1	1	
					13. Preservation for the next Census	..	88	88	
					Total	..	1000	1000	
	District Hand Book Kinnaur	..	1000	1000	1. The R.G. India New Delhi	..	78	78	
					2. SCOs of other State/Union Territories and other State Govt.	..	48	48	
					3. H.P. Administration	..	29	29	
					4. Libraries	..	8	8	
					5. Information Centres.	..	95	25	
					6. Copies for the office Library	..	1	1	
					7. Copies for the discretionary distribution of SCO, HP.	..	3	3	
					8. For Ex-Officio, SCO, HP.	..	10	10	
					9. Copies for the office use.	..	10	10	
					10. Manager of publications Delhi for sale	..	700	700	
					11. Preservation for the next Census	..	88	88	
					Total	..	1000	1000	

APPENDIX X

Statement Showing The Number of Copies of The Various Publications Printed and their Distribution—concl.

Sl. No.	Name of Publication	Number of Copies Printed		Total	Distribution				
		Deluxe edition	Cheap edition		Supplied to	Deluxe edition	Cheap edition	Total	
1	2	3	4	5	6	7	8	9	
1	District Hand Book Chamba	..	1000	1000	1. The R.G. India New Delhi	..	78	78	
					2. SCOs of other State/Union Territories and other State Govt.	..	44	44	
					3. H.P. Administration	..	40	40	
					4. Libraries	..	8	8	
					5. Information Centres.	..	25	25	
					6. Copies for the office use.	..	1	1	
					7. Copies for the discretionary distribution of SCO, HP.	..	4	4	
					8. Copies for the Ex-Officio, SCO, HP.	..	10	10	
					9. Copies for the office use.	..	10	10	
					10. Manager of Publication Delhi for sale	..	700	700	
					11. Under Secy. Election New Delhi	..	1	1	
					12. Director C.F.P.I. India New Delhi	..	1	1	
					13. Preservation for the next Census.	..	78	78	
					Total	..	1000	1000	

APPENDIX XI

Actual Expenditure incurred on the 1961 Census
Operations under the Prescribed Head of Accounts

Head of Account	Actual expenditure incurred in							
	1958—59	1959—60	1960—61	1961—62	1962—63	1963—64	1964—65	1965—66
1	2	3	4	5	6	7	8	9
A-Superintendence								
A-1	..	4535.48	14703.24	14512.26	19340.97	16841	16800	18255
A-2	..	3449.92	30153.02	52221.23	53390.94	54540	56904	42508
A-3	..	4917.08	25560.08	25973.96	32134.75	27487	34723	32298
A-4	..	12493.30	31537.08	18426.12	18315.65	14840	15295	10338
Total A-Superintendence		25395.78	101953.42	111133.57	123182.31	113708	123722	103399
B-Enumeration								
B-1	..	..	30580.40	5806.56	..	..	..	..
B-2	..	..	29617.68	6315.25	..	..	..	..
B-3	..	..	23146.34	32154.00	15.00	..	..	..
B-4	..	..	3866.48	1298.05	2.62	..	66	..
Total B-Enumeration		87210.90	46573.86	45573.86	17.62	..	66	..
C-Abstraction & Compilation								
C-1	..	..	..	4895.93	3921.33	7099	7399	7699
C-2	..	..	1775.32	182816.24	118174.99	64643	74530	57552
C-3	..	..	573.07	24644.45	37149.83	32210	42674	42202
C-4	..	..	5111.33	11781.69	8352.14	8320	4640	1576
Total C-Abstraction & Compilation	..	..	7459.72	224138.31	167598.29	112272	129243	109029
D-Printing & Stationery	..	13678.00	7831.03	2300.91	..	432	96318	135264
E-Miscellaneous	..	..	..	..	..	..	..	..
Grand Total:	..	39073.78	204455.07	383146.65	290798.22	226412	349349	347692

LIST OF 1961 CENSUS PUBLICATIONS OF HIMACHAL PRADESH
VILLAGE SURVEY MONOGRAPHS

District Chamba

Chitrari, Chamba Tehsil	(Price Rs. 3.60)
Devi Kothi, Chaurah Tehsil	(Price Rs. 3.10)
Maingal, Chamba Tehsil	
Lakkar Mandi, Bhattiyat Tehsil	
Hatli, Bhattiyat Tehsil	(Price Rs. 3.15)
Brahmaur, Brahmaur Sub-Tehsil	(Price Rs. 4.20)
Kupha, Parmas, Mialet and Karoti (Thamoh) Pangi Sub-Tehsil	(Price Rs. 4.40)

District Mandi

Chauntra, Jongindarnagar Tehsil	(Price Rs. 3.25)
Bir, Mandi Sadar Tehsil	(Price Rs. 2.45)
Kot, Sarkaghat Tehsil	(Price Rs. 4.05)
Panjain, Chichot Tehsil	
Nalag, Sundarnagar Tehsil	(Price Rs. 1.00)
Pangna, Karsog Tehsil	(Price Rs. 2.95)

District Bilaspur

Dari and Dabhla, Ghamarwin Tehsil (Price Rs. 2.50)
Deoli, Bilaspur Sadar Tehsil

District Mahasu

Shakrori, Seoni Sub-Tehsil	(Price Rs. 3.00)
Batal, Arki Tehsil	(Price Rs. 2.45)
Shathla, Kumharsain Sub-Tehsil	(Price Rs. 5.50)
Delath, Rampur Tehsil	
Chergaon, Rohru Tehsil	(Price Rs. 4.65)
Gijari, Theog Tehsil	(Price Rs. 2.45)
Chaunri, Kasumpti Tehsil	(Price Rs. 2.40)
Basal, Solon Tehsil	(Price Rs. 4.10)
Chaupal, Chaupal Tehsil	

District Sirmur

Rajana, Rainka Tehsil	(Price Rs. 5.75)
Moginand, Nahan Tehsil	(Price Rs. 3.75)
Kolar, Paonta Tehsil	(Price Rs. 3.45)
Kamrao, Paonta Tehsil	(Price Rs. 3.20)

District Kinnaur

Kothi, Kalpa Sub-Division	(Price Rs. 3.55)
Nachar, Nachar Sub-Division	(Price Rs. 4.05)
Kanum, Poo Sub-Division	(Price Rs. 8.70)

CENTRAL GOVERNMENT PUBLICATIONS

1961 Census Report Volume XX-Himachal Pradesh, will be in the following parts—

I-A	General Report (Price Rs. 13.00)	VI	Village Survey Monographs (31 Villages)
I-B	Report on Vital Statistics of the Decade including reprints	VII-A	Survey of Handicrafts
I-C	Subsidiary Tables (Price Rs. 7.50)	VII-A-(I)	Gold and Silver Ornaments (Price Rs. 15.00)
II-A	General Population Tables and Primary Census Abstracts (Price Rs. 1.75)	VII-A-(II)	Art of Weaving (Price Rs. 8.25)
II-B	Economic Tables (Price Rs. 5.50)	VII-B	Fairs and Festivals (Price Rs. 17.90)
II-C	Cultural & Migration Tables (Price Rs. 7.50)	VIII-A	Administration Report—Enumeration (for official use only)
III	Household Economic Tables (Price Rs. 3.60)	VIII-B	Administration Report—Tabulation (for official use only) (Present Issue)
IV	Report on Housing and Establishments (Price Rs. 15.50)	IX	Maps (Atlas)
V-A	Special Tables on Scheduled Castes and Scheduled Tribes (including reprints) (Price Rs. 6.35)	1961 CENSUS HIMACHAL PRADESH GOVERNMENT PUBLICATIONS	
V-B(I)	Ethnographic Notes on Scheduled Castes & Scheduled Tribes.	District Handbook — Chamba (Price Rs. 6.90)	
V-B(II)	A Study of Gaddi, Scheduled Tribes and affiliated castes by Prof. William H. Newell (Price Rs. 2.90)	District Handbook — Mandi	
		District Handbook — Bilaspur (Price Rs. 6.05)	
		District Handbook — Mahasu (Price Rs. 8.00)	
		District Handbook — Sirmur	
		District Handbook — Kinnaur (Price Rs. 4.80)	

