

Howe (1920) Department.

Miscellaneous

Census SERIES.

G.O. No. 1261

DATED 30-7-20

INDEXED

[Despatch Abstract.]

Census

Sea - going population and Ports - Rules, recorded.

PAPERS PUT UP WITH CURRENT No. _____

Papers of the department to which the current belongs.

Number.	Date.	Original (=O) or spare copy (= S.C.).	Remarks. (In this column such of the papers as have been removed for copying, printing, etc., should be marked with a cross.)	Initials of Referencer with date in token of return to Reference department

Papers of other departments.

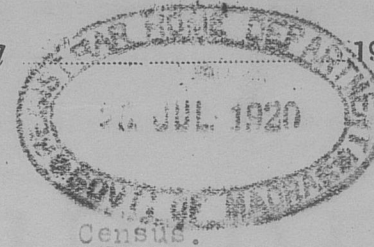
Department.	Number	Date.	Original (= O.) or spare copy (= S. C.).	Initials with date of (1) Referencer acknowledging returns of the paper concerned or (2) Despatcher to denote the return of the papers to the department concerned.

C.F.—20

Home DEPARTMENT.

3659

Received



191

Registered

26-7 19*20*

Subject.

Submitting copy of Rules for the ----- of Sea-going
population and Ports.

ENCLOSURES

No.

One

No. *243*

Spare copies

Nil

Station *Madras*, Dated the *24th July* 19*20*.

From (Name) *G. T. Boag Esq., I.C.S.*

(Designation) *Superintendent of Census Operations,*

Madras.

To The Secretary to the Government of Madras,

Home (Miscellaneous) Department.

Six

Copy submitted to Government for information.

G. T. Boag

Superintendent of Census Operations,

24/7

Madras.

an

Cir. No. 11.

OFFICE OF THE SUPT. OF CENSUS OPERATIONS,
FORT ST. GEORGE,

6th July 1920.

RULES FOR THE CENSUS OF SEA-GOING POPULATION AND PORTS.

The following rules should be observed in taking the Census of the sea-going population and travellers by sea.

2. *Classification of Vessels.*—For the purposes of the Census, vessels may be classed as—

(a) Sea-going vessels plying between ports in British India or in Native States, and British or foreign ports out of India.

(b) Sea-going vessels plying between Indian coast ports, whether in British India, in Native States or in French or Portuguese territory.

(c) Other vessels, such as (1) inland cargo and passenger steamers, (2) country boats carrying inland produce, (3) ferry steamers, passenger boats, etc., plying within the limits of a single port, (4) fishing boats, etc.

3. *Agency—Ports having Port Officers.*—Operations will be under the control of the Collector of the district, or, in Madras City, of the Commissioner of the Corporation, who will supply the schedules, etc., which are required. The agency employed should usually be unpaid and should generally be recruited from the Port and Sea-customs departments. If a boat is required, the port boat should be used, so as to save charges for boat-hire. In all ports where there is a Port officer, that officer should be placed in immediate charge of all operations. The port should be made a separate circle and the Port officer appointed as its supervisor. He should consult the Collector with reference to the appointment of enumerators, and in all matters connected with the instruction of the enumerators, the checking of the enumeration, the forwarding of the schedules when filled in, etc., his duties will be those prescribed for supervisors in the Manual for Charge Superintendents and Supervisors. In Madras City the Deputy Conservator of the Port should carry out the duties herein assigned to Port officers of smaller ports.

4. *Other Ports.*—In the case of ports which have no Port officer, the Collector should appoint such persons to be supervisors and enumerators as he considers fit. The enumeration will be conducted under these rules. Small landing places, etc., which are not ports should be enumerated under the ordinary rules, each boat being treated as a house.

5. *Limits of Ports.*—The limits of ports have been defined under section 4 of the Indian Ports Act XV of 1908. Should it appear in any case that, if these limits are adhered to, a considerable number of boats which usually lie outside but near them would be excluded from the operation of these rules, the Collector should revise the limits of the port so as to include such boats within the circle of which the Port officer is appointed supervisor, and should inform the Port officer and (if the place is a municipality) the Municipal Chairman, so as to guard against omissions or double enumeration.

6. *Vessels plying between Indian and British or foreign ports.*—Sea-going vessels plying between ports in British India, or in Native States, and British or foreign ports out of India should not be enumerated unless they are actually lying in the port on the night of the 18th March. In that case the procedure in Articles 8 and 9 (1) should be followed.

NOTE.—Vessels arriving from or leaving for another port in British India or a Native State will be regarded as "plying between coast ports" in respect of their port of origin or ultimate destination.

7. *Vessels plying between coast ports.*—In the case of sea-going vessels of this class, it is necessary to provide for the following contingencies:—

- (1) vessels lying at anchor in a coast port on the night of the Census;
- (2) vessels having left for a coast port shortly before that night;
- (3) vessels arriving from a coast port after that night; and
- (4) the special case of coasting steamers touching at several ports during that night.

8. *Master of Vessel responsible for Census.*—The master of the vessel is in all cases responsible for the due enumeration of all on board on the night of the Census. He should be furnished with the necessary schedules and instructions; and a notice in the annexed form should be handed to him, requiring him to fill in the schedules for himself, his crew, and the passengers that are on board on the night of the 18th March.

For Europeans household schedules should be supplied, and for Indians an ordinary Enumeration Book in English, containing the requisite number of general schedules.

9. *Procedure for Census of Sea-going Vessels.*—The following rules should be observed in each of the four cases specified in paragraph 7 above:—

(1) In the case of vessels lying in port and likely to remain there over the night of the 18th March, the forms should be distributed at least three days beforehand, or (in the case of subsequent arrival) as soon as they reach the port, with full instructions regarding their completion and return. The master of the vessel should be requested not to allow any of the crew to go on shore between the hours of 7 p.m. and 6 a.m. on the above-mentioned date, or, if any are obliged to go on duty, to furnish them with a certificate of enumeration, signed by himself, with directions that it is to be shown to any Census officer who may wish to enumerate them on shore. On the morning of the 19th, the Port officer or enumerator should visit the vessel and collect the returns, examining the entries to see that they are in accordance with the instructions, and mustering the persons on board, if he thinks it necessary to do so. He must in all cases check the entries for lascars and other Indians. Where the master is illiterate and unable to fill up the schedules, the Port officer or enumerator should, on the occasion of this visit, fill them up for him.

(2) If a vessel is leaving the port between the 8th March and the night of the 18th March, and is bound for another coast port which it is not expected to reach before or during that night, the Port officer at the port of departure should supply the master of the vessel with the necessary forms, and instruct him to fill them up on the night of the 18th March and deliver them, duly certified, to the Port officer or other authority who may ask for them at the port first touched at after 6 a.m. on the morning of the 19th March. It is advisable, wherever practicable, for the Port officer or enumerator of the port of departure to ascertain what port this is likely to be, and to write and request the officials at the port of arrival to collect the schedules when the vessel comes in.

(3) If a vessel arrive in port from another coast port (including a port French or Portuguese territory), between 6 a.m. on the 19th March and the evening of the 2nd April, the Port officer or enumerator of the port must (unless he knows that the vessel has previously touched at a port after the 18th March and that this demand has been made before) require from the master of the vessel either schedules duly filled in, or an enumeration-pass from the port where such schedules were delivered. If neither of these be forthcoming, he must at once muster the persons on board and, with the aid of the master and others, fill in the necessary forms.

(4) The enumeration of steamers running at short intervals between coast ports will be carried out by the clerk on board under arrangements made by the Port authorities. The Census record for the steamer will include the ship's officers, crew, etc., and all passengers who are still on board at 7 p.m. on the 18th March. Passengers disembarking after 7 p.m. should be given a pass to prevent double enumeration; those coming on board after that hour will be enumerated unless they have already been enumerated on shore. The schedules will be handed over to the local enumerator at the first port reached after 6 a.m. on the 19th March.

10. *Enumeration-passes.*—Every person, who receives schedules filled in for any vessel, should give the master an enumeration-pass, containing (1) the name of the port where the schedules were handed in, (2) the name of the vessel, (3) the name of the master, and (4) the name of the port from which the vessel started. The Port officer of the port where the schedules were handed in should always sign such passes, and every master of a vessel receiving a pass should be instructed to keep it carefully on board the vessel until the 2nd April.

11. *Other vessels.*—(1) In the case of fishing and other vessels that are likely to be absent from the port on the night of the Census, the schedules for their crews should be filled in on their leaving port at any time between the 8th and the 18th March, and an enumeration-pass given to the person in charge of the vessel. If it returns before the 18th March the pass should be taken back, the schedules destroyed, and the persons on board told that they will be enumerated on the 18th March, or on the vessel again leaving port.

(2) Boats laden with country produce, cargo brigs, etc., which leave the port after the 8th March, should be enumerated, and an enumeration-pass given to the person in charge, unless it is fairly certain that the destination will be reached before the 18th March. The person in charge should be warned to preserve the pass as a safeguard against double enumeration. Cargo brigs, etc., arriving at the port between the 18th March and 2nd April should be enumerated, unless the person in charge can produce an enumeration-pass, or otherwise satisfy the Port officer that he and his crew have already been enumerated elsewhere.

(3) Ferry steamers, passenger boats, etc., plying within the limits of a single port, will, for the most part, be uninhabited at night, and their crews will be enumerated at their own houses in the ordinary way by the ordinary enumerators. The enumerator should, however, visit all the quays, mooring places, etc., on the night of the Census and enumerate all persons who may happen to be on board such vessels.

12. *Method of dealing with filled-in schedules.*—Under paragraph 12 of this office circular No. 6, dated 26th May 1920, the smaller ports will have been made into blocks and included in ordinary circles, while the larger ports will have been constituted circles by themselves. The schedules filled up in ports should be treated in exactly the same manner as other schedules, as the population of ports will be included in the figures for the village or town in which they are situated. Thus the enumerators at the smaller ports should meet the supervisor of their circle on the morning of the 19th March at the place agreed upon to prepare their abstracts. At the larger ports the supervisor should collect together his enumerators to prepare the circle abstract, and then send it and the enumerators' abstracts and the enumeration books to the Tahsildar or, if the port is a municipality, to the Chairman of the Municipal Council.

The circle abstract and other connected papers for the port of Madras should be sent by the Deputy Conservator of the Port to the Commissioner of the Corporation, who will be requested to include the figures in it in the provisional abstract for the

Schedules relating to vessels enumerated in the special circumstances provided for in paragraph 9 (3) above should be dealt with in the same manner as other schedules when they are received.

G. T. BOAG,
Superintendent of Census Operations.

ANNEXURE.

Form of Notice to Masters of sea-going vessels (see article 8).

To the Master of the

Sir,

You are hereby requested under section 4 of the Indian Census Act, an extract from which will be found below, to undertake the enumeration of all persons on board of your vessel.

2. The bearer of this letter is a census officer appointed under the Act. He will make over to you the schedules required for the enumeration of the officers, passengers and crew of your vessel.

3. The instructions regarding the entries to be made in the forms are printed on the back of the "Household Schedule" on which all Europeans are to be enumerated, and on the cover of the Enumeration Book, in which the necessary particulars are to be entered for all Indians. The census officer will give you any further information or explanation which you may require.

4. You should not, if it can be helped, allow any of your crew to go on shore after 7 p.m. on the 18th March. If any one should be obliged to go, you should give him a certificate saying "enumerated on board" noting the name of your ship and signing it. He should be told to show this certificate to any one wishing to enumerate him on shore.

5. If you are leaving port before the 18th March for another port in India, you should fill up the schedules on the night of the 18th March and deliver them to the Customs or other authority, who may ask for them at the first port touched, or to the pilot if he is still on board.

6. If you are still in port on the morning of the 19th March you should deliver the schedules, duly filled up, to the officer who calls for them.

7. When you give up the schedules you will receive an enumeration-pass, which you should keep till the 2nd April, as a proof that the persons on your vessel have been enumerated.

Signed

Census Officer of

Port.

Extract from the Census Act, Section 4.

Every person (except a pilot or harbour master) having charge or control of a vessel shall, if so required by the District Magistrate or by such officer as the local Government may appoint in this behalf, perform such of the duties of a census officer in relation to the persons who, at the time of the taking of the census, are under his command or charge, as such magistrate or officer may, by written order, direct. All the provisions of this Act relating to census officers shall apply, so far as they can be made applicable, to all persons while performing duties under this section, and any person neglecting or refusing to perform any duty, which he is directed under this section to perform, shall be deemed to have committed an offence under-section 187 of the Indian Penal Code.

benzoid

Home (Mo) DEPARTMENT.

~~Rules for the census of~~ Sea-going
population and Ports, ^{Rules,} recorded.

READ AGAIN G.O. No., dated 192...

192

READ ALSO:-

C. No. 3659, From the Subot. Census, No. 243, dated 24. 7. 1920

Operations, Madras

192

ORDER

No. 1261, dated 30.7.1921

Mid

Recorded

20

The Subor. Common Operations

Madras

$$(q + 0)$$

১৪২
২.৭.২০

~~29.7.20~~

3077/1

(611) 11/11/11

11/11/11

prop. is for review of ed. A.

666666, 11/11/11



11/11/11

666666

11/11/11

11/11/11

11/11/11

11/11/11

11/11/11

11/11/11

11/11/11

When given for copying

When copied

When examined

When signed

192

READ AGAIN G.O. No.

192

DATED

CURRENT No.

ENCLOSURES TO C. No.

ORDER OF GOVERNMENT

A A A A A A A

LETTER OF GOVERNMENT

STATEMENT WITH DITTO

PAPERS NOT FILLED UP, BEING READY FOR DESPATCH IN ORIGINAL.

N.B.—

- A = Copy in full.
- B = Not to be copied.
- P = Copy abstract only.
- Q = Copy heading only.