Public Works (1890) Department.

RAILWAY BRANCH.

G.O., No. 1504 Ry.

DATED 11th October

[Despatch Abstract.]

Census operations for 1891. — Twenty spare copies of Govt. of India, Public Works Department, letter, No. 2051 G., dated 31st July 1890, regarding —, forwarded to the Consulting Engineer for Railways.

[P. W. Dy. 500—8-5-00.]

Indexed.

BACK PAPERS.

	No.	Department.	Date.	G.O.	No.	Department.	Date.
	1385-b-Ry-		15-9-90				

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

Consg. Engr.'s No. 13.

OFFICE OF CONSULTING ENGINEER FOR RAILWAYS,

Madras, 8th September 1890.

No. 598

MEMORANDUM.

The undersigned has the honour to request that this office may be supplied, for communication to the Agents, Madras and South Indian Railways, with twenty spare copies of G. O. No: 1252 R, dated 23rd August 1890 regarding instructions for the enumeration of Railway premises and travellers by road.

Sidney Smith
Major R.E.
for Offg. Consg. Engr. for Rys

To,

The Joint Secretary to Govt.
P. W. D. Ry. Branch.

CENSUS OF 189 .

Instructions for the Enumeration of Railway Premises and Travellers by Rail.

1. The classes of the population to be enumerated by the Railway authorities are—

A.—Persons residing or working within railway premises.

B.—Persons travelling by rail on the night of the 26th February 1891.

2. Under A are included permanent employés of the Railway, with their families and servants residing on the railway premises, together with visitors stopping temporarily in their houses; also labourers or others employed on railway work by contractors or railway officers, if sleeping within the railway premises. This proviso, however, is not to be applicable to gangs of railway coolies who may have pitched their huts, &c., just beyond railway limits, as these should be enumerated by the agency which collected or is employing them. On the other hand, when convenient, detached houses, &c., of signallers or gatemen may be included in the block of the nearest village or town, and thus be enumerated with the ordinary population of that block. In all such cases the railway and the district authorities should act in concert with each other, so that there may be neither omission nor re-enumeration of any person. It should be noted that persons who work on railway premises either by day or night, but habitually return to their homes outside railway premises when off work, are not to be enumerated in class A.

3. The first step to be taken is to parcel out the railway premises into circles for supervisors and blocks for enumerators. The tabulation of the returns will be by districts or states, as the case may be, so the mileage included in each of those areas through which the line passes, with the stations, &c., therein, should be registered in a list to be sent to the Superintendent of the Census Operations for the Province or Agency. It is obvious, therefore, that the partition into the above census areas should be territorial and not departmental, and that in each circle a single officer of the railway should be made responsible for all the census arrangements therein. So too, not more than one station should be included in one block, as the returns may have to be afterwards distributed between two districts or even two provinces. As a rule, a station will be a convenient circle, though when the premises contain many inhabitants, it may be advisable to divide it into two, each containing not more than ten enumerators blocks of from 200 to 300 persons or 40 to 60 houses apiece. Where there are a good many houses belonging to the railway, but detached and at a distance from the station, it will be necessary to provide special supervisors and enumerators working, if necessary, in concert with the supervisors of the municipal or village census.

4. A list for each circle should be prepared showing the number and description of buildings included in each block; and where there are many such buildings, it will be safe to number them with paint or some other material, for the guidance of the enumerator.

5. Supervisors and enumerators should be appointed in writing by the chief railway authorities, and, as far as possible, should be their employés, either European or knowing English well especially in circles where there is a considerable European or Eurasian colony. At small stations it will be convenient to have the same person to enumerate both residents and travellers, so as to save training two different men.

6. The enumeration will be effected through schedules, of which two kinds will be issued—(*a*) householders schedules, to be filled in by the head of each family, and returned to the enumerator on the morning of the 27th February; and (*b*) enumeration-books, in which the enumerator fills in the entries for each person at the dictation of the head of the family. The use of the former is restricted to Europeans, Eurasians, and English-speaking employés of the superior grades, and the supervisor of the circle should be distinctly made responsible for seeing that such forms are correctly filled up. Both kinds of form contain room for eight persons per page, or schedule, and in the case of Europeans and Eurasians, the return for native servants and their families on the premises is to be made by the enumerator of the block on a separate schedule. One page is reserved for each house, so that in forwarding indents as below prescribed, allowance to the extent of perhaps 10 per cent. should be made for emergencies. The indents should be sent by the Agent or Manager to the Superintendent of Census Operations for the Province, or in Feudatory territory to the chief Political authority. They should specify—

(*a*) The number of families—European, and Native—for whom householders forms are required;

(*b*) The number of houses, servants' quarters, police, porters, and coolie lines, to be enumerated in the book forms;

(*c*) The number of blocks in each circle, and the number of enumerators to be employed;

(*d*) The number of schedules to be bound up into each book, varying from 12 to 50;

(*e*) The language in which the said books should be supplied.

Each book contains detailed instructions, a sample schedule, an abstract to be filled up by the enumerator after the census, and a list of the houses he has to enumerate, under their serial numbers as mentioned in paragraph 4 above. The full supply of schedules and books for this class of the population should be indented for in September at the latest, and should be prepared for household distribution and use by enumerators respectively by the middle of January 1891. In writing up the block-list of houses in the book, special note should be made in the last column of the houses where schedules have been left, so that the enumerator may know how many forms, and from whom, he has to collect on the morning after the census.

7. Early in February every enumerator should fill in the schedule for each house in the manner prescribed in the instructions printed in his book. This task should be completed by the 20th February, and during its progress the supervisor should test the greater part of the entries by house-to-house visits. This preliminary record may be foregone, as in 1881, in the case of native employés of superior grade in order to diminish the work thrown on the staff engaged as enumerators; but the concession is made on the distinct understanding that it does not interfere with the accuracy of the census, for which the Railway authorities are responsible.

8. The householders-schedules should be left with the head of each family about the 24th of February. On the morning of the 27th idem, they will be collected, examined on the spot by the enumerator, and corrected, where necessary, on his suggestion.

9. On the night of the 26th of February, beginning from about 8 or 9 o'clock, the enumerator will again visit every house in his block, and see that the entries are brought up to date, in accordance with his instructions regarding visitors, births and deaths, not previously recorded. It may be noted that according to those instructions, employés who are on duty on the night of the 26th February, but are not travelling with any train, should be recorded as present in the houses where they are entered in the book, or where a householders-schedule has been left.

10. On issuing the books and householders-schedules, the supervisor should keep a register of every form thus made over to the enumerator, and on the

27th of February he should recover the same from the latter, and see that each one issued is duly accounted for. He should then certify the list, pack the books and schedules in serial order with it, and despatch the whole without delay to the Collector or Deputy Commissioner of the district if in British territory, or to the Resident or the Chief Political Officers of the Agency if in a Feudatory State, certifying at the same time to the Agent or Manager of the line that he has done so.

11. On all main points, and in all matters affecting general arrangements connected with the census, the Agent or Manager should consult with the Superintendent of Census for the Province or Agency concerned, and in Rajputana, Central India, Quetta, Hyderabad, and Mysore, with the First Assistant to the Agent to the Governor General and the Resident respectively. All points which cannot be settled by these officials should be referred to the Census Commissioner for India. On minor local details the Agent or Manager should consult the Collector, Deputy Commissioner, or Political Officer concerned. In order that the arrangements may be carried out successfully, it is important that a list of the railway circles and blocks in each district or State should be sent as soon as they are settled, or before the end of November 1890 to the Provincial Census Superintendent, and also that the instructions above given regarding local and not departmental responsibility should be strictly followed.

Class B.—*Travellers by Rail.*

12. A special official should be told off at each station to enumerate all persons alighting from a train at that station during the night of the 26th of February 1891.

13. In the case of 1st and 2nd class passengers and of Europeans and Eurasians travelling intermediate or 3rd class, or on duty with the train, separate schedules should be distributed by the guard in charge of the train on the evening of the 26th February. The rest of the persons in the train will be enumerated in the schedule-books described above. Indents for these forms should be sent in with those for the resident population under class A, but under a separate heading. The requirements of each station in this respect should be based on the average number of passengers alighting there on the date specified for the last three years, with special extra provision for the station where the final enumeration under paragraph 15 is to take place.

14. Between 8 P.M. on the 26th February and 6 A.M. on the 27th idem, the station-enumerator should enumerate every traveller—man, woman, and child—who alights at the station in question. He should first ask if the person has been enumerated already during the night, and, if he produces an enumeration ticket, or asserts that he has been so counted, the enumerator should accept the answer, and let him go by. If he says he has not, the enumerator should fill up the schedule entries for him in full and give him an enumeration-ticket, a provision of which should also be indented for, telling him to show the same if any enumerator offers to count him again.

15. All passengers found in the train at 6 A. M. on the 27th February, who cannot produce enumeration-tickets, or who otherwise do not appear to have been enumerated during the night, and all employés on duty with the train, shall be counted at the first large station at which the train stops at or about that hour. A place should be chosen where the train is timed to stop for a sufficient period, which may, if necessary, be slightly prolonged.* Enumeration-tickets need not be given on this occasion. The household-schedules given the evening before to 1st and 2nd passengers, &c., who have not alighted

* Where the local staff is insufficient for the speedy enumeration of passengers at this halt, a few clerks should be sent temporarily from another station. A plan of enumeration found efficient in 1881 was for two enumerators to enter a carriage as the train drew up, accompanied, if at night, by porters with lamps. Starting from opposite ends of the carriage, each enumerated all the persons on one side of the carriage. They then moved on to the next carriage, which had been locked till their arrival, and repeated the process, the carriage they had left being then unlocked, and the passengers allowed to alight.

during the night should be collected and examined by an employé who should, if possible, be a European or Eurasian. The same official should also fill up the form for those who have omitted to do so for themselves. He should finally see that schedules thus collected are stitched into the enumeration-books used for the other passengers.

16. Troops travelling by rail on the night in question will be enumerated by their officers, and the return separately sent in. But the native servants travelling with them, and those travelling with 1st and 2nd class passengers (not being in the same carriage with their employers), should be enumerated with the rest of the persons in the train.

17. The above books and schedules should be separately indexed, and then put up with the returns for class A for transmission to the authorities specified in paragraph 10 above.

18. *Expenses.*—The schedules and books will be supplied by Government. The agency employed will be chiefly officially attached to the railway. Unavoidable extra expenditure, such as payment for overtime on the night of the 26th, remuneration of outsiders where no officials are available as enumerators, oil, and petty stationery, may be entered in a bill under the above heads, and sent through the Provincial Census Superintendent to the Census Commissioner for submission to the Government of India for sanction.

G. C. Press, Simla.—No. 751 P. W. D.—4-8-89.—415.

No. 2051 G.

GOVERNMENT OF INDIA.

PUBLIC WORKS DEPARTMENT.

GENERAL.

To

THE GOVERNMENTS OF MADRAS, BOMBAY, BENGAL, THE NORTH-WESTERN PROVINCES AND OUDH.
THE CHIEF COMMISSIONERS OF THE CENTRAL PROVINCES, BURMA AND ASSAM.
THE RESIDENT AT HYDERABAD.
THE AGENT TO THE GOVERNOR GENERAL FOR RAJPUTANA.
THE DIRECTOR GENERAL OF RAILWAYS.
THE CONSULTING ENGINEERS TO THE GOVERNMENT OF INDIA FOR RAILWAYS, CALCUTTA, CENTRAL DIVISION AND LUCKNOW.

Simla, the 31st July 1890.

SIR,

I am directed to forward copy of a letter No. 81-1890, dated the 28th June 1890, from the Census Commissioner for India covering the rules proposed by him for the enumeration of Railway premises and travellers by rail and to request that they may be circulated to the Railway authorities under your control for discussion with the Provincial Superintendent of Census Operations on such points as they may consider to require modification.

I have the honour to be,

SIR,

Your most obedient Servant,

sd/ G. H. D. Walker
~~R. C. B. PEMBERTON, Colonel, R.E.~~,
Under Secretary to the Govt. of India.

Documents accompanying.
Copy of letter and enclosure referred to.

G. C. Press, Simla.—No. 751 P. W. D.—4-8-90.—415.

Pw Encl
9582/90

1252 RR 23.8.90
with Ca 636/91

All communications should be addressed to the Secretary.

No. 2682 G.

GOVERNMENT OF INDIA.

PUBLIC WORKS DEPARTMENT.

GENERAL.

Re. 8/10/90

Simla, the 30th September 1890.

The undermentioned paper~~s are~~ forwarded to the Joint Secretary to the Government of Madras ~~for~~ Public Works Department, Railway Branch, ~~Sent to addy on 2-9-90~~ for information with reference to his No. 1086R dated the 15th September 1890.

By order,

G.H. Walker

Under-Secretary.

Document ~~s~~ referred to.

25 copies of Government of India Public Works Department letter No. 2061 G dated the 31st July 1890 and its enclosures regarding the census operations for 1891.

bcR

PW. C No. 9582/

B

No 1504 Rd 11th October '90

---

20 Spare copies of the enclosure will be forwarded to the Consulting Engineer for Railways with reference to his Memorandum No. 598 dated 8th Septr. 1890.-

Rd. 9-10-90
Enc 2+(+24 sc)

Dy.
Dy: R

To the Consulting Engr for Rys.
Chennai
D 11/10

B

No 1504 Rd 11th Octr '90