

## MADRAS RECORD OFFICE.

Government of Madras.

*Revenue* DEPARTMENT.

|                |       |                            |
|----------------|-------|----------------------------|
| G.O. No.       | 1933  | <u>Pres</u><br><u>Mis.</u> |
| 92-93<br>Dated | 5-12- | 19 1870                    |

Not to be folded or roughly handled

1933

*Proceedings of the Madras Government, Revenue Department,  
5th December 1870.*

No. 92. Read the following letter from the Acting Secretary to the Board of Revenue, to the Acting Secretary to Government, Revenue Department, Fort Saint George, dated Madras, 3rd September 1870, No. 5,573A :—

WITH reference to Government Order, dated 24th February 1870, No. 288, paragraph 13, I am directed to submit a copy of the Board's Circular letter, dated 3rd September 1870, No. 5,573, containing the form (No. V.) which the Board have adopted for the census of November 1871.

2. The instructions to Collectors, which are also submitted, have been corrected so as to embody all the orders of the Local Government and the Government of India up to the present date. Two points still require attention—

(1.) Shall the tabulation of the returns be done at the Collectorates, or by an officer especially appointed for the purpose at the Presidency?

(2.) Shall enumerators be freed from the liability to answer summonses from Magistrates and Judges from the 10th to the 17th November 1871? The instructions provide that they shall be freed from the same liability with regard to Revenue Courts.

3. The Board's views on these points are expressed in my letter, dated the 26th October 1869, No. 7,949.

4. There are two respects in which the Board think that the instructions of the Government of India might cause difficulty in this Presidency—

(1.) Enclosures, not houses, are to be numbered. It is a rare exception for houses to be situated in enclosures, and the term is not easy to define.

(2.) House-holders are almost encouraged not to give the names of females. In this Presidency, the Board believe that there will be no hesitation about giving the names of females, unless it is suggested by the orders of Government. For the sake of check, and verification if necessary, it is very desirable that the names should be given.

5. The forms prepared by the Board are meant to obviate these difficulties as far as possible, whilst giving due effect to the instructions before them.

6. The Board presume that orders will be issued by Government to the Inspector-General of Jails and the Master Attendant with regard to the census in prisons and ships.

7. Much useful information will be obtained if Chaplains, Ministers, and Priests, are called on to give the number of their congregation, and of marriages, baptisms, and burials for the last ten years.

8. Government have engaged to address Zemindars of position with regard to the census in their Order of the 24th February 1870, No. 288, paragraph 10.

No. 93. ORDER THEREON, 5th December 1870, No. 1,933.

Miscellaneous.

THE Government approve of the instructions embodied in the Board's Circular letter to Collectors, dated 3rd September 1870, No. 5,573, and of the model forms forwarded by them.

*Proceedings of the Madras Government, Revenue Department,  
5th December 1870.*

2. The Government consider that the final tabulation both of the *district* returns relative to the area and assessment of land, and of the enumerators' forms should be conducted in the Board's Office.

3. The High Court will be addressed with reference to the proposal to exempt enumerators from the liability to answer summonses from Magistrates and Judges from the 10th to the 17th November 1871.

4. The Inspector-General of Jails and the Master Attendant will be communicated with, as suggested by the Board in paragraph 6, but the information alluded to in paragraph 7 would not be sufficiently exact to aid towards the object of a census.

5. Printing the requisite forms will occupy some months, and should be commenced at once. The Collectors should submit their indents without delay, and the headings of columns should be translated into the several vernaculars.

6. The following letter will be addressed to all Zemindars of position under the signature of the Chief Secretary:—

(Here enter 5th December 1870, No. 1,934.)

(True Extract.)

(Signed

W. HUDLESTON,

*Secretary to Government.*

To the Board of Revenue.  
,, the Inspector-General of Jails.  
,, the Master Attendant.  
,, the Public Department.

Exd. F. R. Bantleman.

# GENERAL INSTRUCTIONS FOR THE CENSUS OF THE MADRAS PRESIDENCY TO BE TAKEN ON THE 15TH NOVEMBER 1871.

1. In taking the next census of the Presidency, which is to be part of a General Imperial Census of the whole of British India, great care and accuracy will be required.
2. Since the Board's instructions of 1858 were prepared, several censuses have been taken in various parts of India, and valuable rules can be deduced from the record of the manner in which they were effected and the results. The report of the census of the North-West taken in 1865 is particularly instructive.
3. One most certain conclusion is taught by every census that has hitherto been taken in India, and that is, that there must be a preliminary house-to-house enumeration extending over a lengthened period.
4. In the first place, statistics of villages with the number of houses in them and their area must be collected. Every Curnum must be required to submit to the Tahsildar of his talook a Village Return showing the following particulars:—

I.

## Statistical Return of Houses, Area, and Assessment.

|                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                |                                       |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
|----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------------------------------|----------------|-------|-------------|----------------|-------|---|----------------|-------|--------|-------------|----------------|---|-------------|-------------|---------------------------------------|-------------|-------------|
| Village                                                        | _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                       |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| Talook                                                         | _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                       |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| District                                                       | _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                       |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| 1. Number of houses in the village...                          | _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                       |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| 2. Number of detached houses outside the village site...       | _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                       |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| 3. Total number of houses                                      | _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                       |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| 4. Area of Government land                                     | <table> <tr> <td rowspan="2">{</td> <td>Assessed ...</td> <td>Occupied ...</td> <td>_____</td> </tr> <tr> <td>Unassessed.</td> <td>Unoccupied ...</td> <td>_____</td> </tr> <tr> <td rowspan="2">{</td> <td rowspan="2">Cultivable ...</td> <td>_____</td> <td rowspan="2">Acres.</td> </tr> <tr> <td>Unassessed.</td> <td>Unoccupied ...</td> </tr> <tr> <td rowspan="2">{</td> <td rowspan="2">Unassessed.</td> <td>Unassessed.</td> <td rowspan="2">(including village site, roads, etc.)</td> </tr> <tr> <td>Unassessed.</td> <td>Unassessed.</td> </tr> </table> | {              | Assessed ...                          | Occupied ...   | _____ | Unassessed. | Unoccupied ... | _____ | { | Cultivable ... | _____ | Acres. | Unassessed. | Unoccupied ... | { | Unassessed. | Unassessed. | (including village site, roads, etc.) | Unassessed. | Unassessed. |
| {                                                              | Assessed ...                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                | Occupied ...                          | _____          |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
|                                                                | Unassessed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Unoccupied ... | _____                                 |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| {                                                              | Cultivable ...                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | _____          | Acres.                                |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
|                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Unassessed.    |                                       | Unoccupied ... |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| {                                                              | Unassessed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Unassessed.    | (including village site, roads, etc.) |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
|                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Unassessed.    |                                       | Unassessed.    |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| 5. Area of Inam land                                           | _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                       |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| 6. Total area                                                  | _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                       |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| 7. Demand on account of Land Revenue, (Ryotwar) for Fusly 1280 | _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                       |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| 8. Quit-rent on Inams, etc.                                    | _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                       |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| 9. Total Land Revenue Demand                                   | _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                       |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| 10. Average assessment per acre on occupied Government land.   | <table> <tr> <td>{</td> <td>Wet...</td> <td>_____</td> </tr> <tr> <td>{</td> <td>Dry...</td> <td>_____</td> </tr> </table>                                                                                                                                                                                                                                                                                                                                                                                                                                            | {              | Wet...                                | _____          | {     | Dry...      | _____          |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| {                                                              | Wet...                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | _____          |                                       |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |
| {                                                              | Dry...                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | _____          |                                       |                |       |             |                |       |   |                |       |        |             |                |   |             |             |                                       |             |             |

At the foot of this Return must be stated the data on which the estimate of area is based, whether on Curnums' measurements, the Pymash, or a professional survey, etc.

12-4/507

23-3/11

25-6-900

THE BOARD OF REVENUE.

Secy, Secy, Secy.

Dated December, 5th.

Recd.

Encl.

G. O., 5th December 1870, No. 1,933.

DECEMBER.

NOV. 22-93.

General census of the Madras Presidency.  
Instructions embodied in the Circular of the  
Board of Revenue approved with observations; and  
Reminders of position to be addressed to render  
aid in taking the census.

5. At the same time a House Register must be prepared in the following form:—

## II.

### Register of Houses.

Village—

Talook—

District—

| Number of the enclosure or of the house if it is not in an enclosure. | Number of houses in the enclosure, and whether terraced, tiled, or thatched. | Number of families residing in each house. | Name of the chief resident in the enclosure, or house (if not in an enclosure.) |
|-----------------------------------------------------------------------|------------------------------------------------------------------------------|--------------------------------------------|---------------------------------------------------------------------------------|
|                                                                       |                                                                              |                                            |                                                                                 |

6. As the Curnum enters an enclosure or house in this Register, he must affix the Register number to the house door or in some other prominent place by a ticket or by paint, or in some other durable manner. It is left to the Collector to decide how this shall be done. In some districts house-holders will be willing to do it themselves. In others it may be necessary to provide some kind of paint or numbers printed on card board at the district press. In every case the numbering must be permanent enough to last till the 15th November.

7. These Returns must both be prepared by the Curnums as soon as possible, after the Christmas holidays. They must be stitched together lightly with a sheet outside, showing the name of the village, talook and district, and the name of the person who has prepared them. Jumma bundy or other work must not be allowed to interfere with this duty, and Tahsildars and Divisional officers must understand that Curnums are not to be withdrawn from their villages till it is done.

8. The village books must be made ready and despatched to the Tahsildar not later than the 1st February.

9. The Tahsildar will carefully examine them to see if they have been correctly prepared. If not, immediate measures must be taken to get any errors rectified. From the Village Statistical Return (Form I) the Tahsildar will compile a Talook Statistical Return in the following form:—

## III.

### Statistical Return of the Villages, Houses, Area and Assessment of the

Talook—

District—

DISTRICT—

| Names of villages. | Total area in Acres. | No. of houses. | AREA OF GOVERNMENT LAND. |             |             |                                                  |      | Area of Inam land. | Area of Permanently Settled estates, Polliems, etc. | Demand on account of Land Revenue (Lyot-war) for Fussy 1280. | AVERAGE RATE PER ACRE ON CULTIVATED LAND. |      |    |     |    |    | Quit-rent on Inams. | Peshcush on estates. |
|--------------------|----------------------|----------------|--------------------------|-------------|-------------|--------------------------------------------------|------|--------------------|-----------------------------------------------------|--------------------------------------------------------------|-------------------------------------------|------|----|-----|----|----|---------------------|----------------------|
|                    |                      |                | Assessed.                |             | Unassessed. |                                                  |      |                    |                                                     |                                                              | Wet.                                      | Dry. |    |     |    |    |                     |                      |
|                    |                      |                | Occupied.                | Unoccupied. | Cultivable. | Uncultivable including village sites, roads etc. |      |                    |                                                     |                                                              |                                           |      |    |     |    |    |                     |                      |
| 1                  | 2                    | 3              | 4                        | 5           | 6           | 7                                                | 8    | 9                  | 10                                                  | 11                                                           |                                           |      | 12 |     |    | 13 | 14                  |                      |
|                    | ACS.                 |                | ACS.                     | ACS.        | ACS.        | ACS.                                             | ACS. | ACS.               | ACS.                                                | ACS.                                                         | RS.                                       | A.   | P. | RS. | A. | P. | RS.                 | RS.                  |
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|                    |                      |                |                          |             |             |                                                  |      |                    |                                                     |                                                              |                                           |      |    |     |    |    |                     |                      |
|                    |                      |                |                          |             |             |                                                  |      |                    |                                                     |                                                              |                                           |      |    |     |    |    |                     |                      |
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|                    |                      |                |                          |             |             |                                                  |      |                    |                                                     |                                                              |                                           |      |    |     |    |    |                     |                      |
|                    |                      |                |                          |             |             |                                                  |      |                    |                                                     |                                                              |                                           |      |    |     |    |    |                     |                      |

In Column 1 Government villages must be entered first, then entire Inam villages, and then permanently settled estates, polliems, etc.

10. At the end of this Talook Return must be entered any tracts populated by wandering tribes, etc., which are not entered in the Curnums' reports. The area of such tracts is generally unknown, but it may be estimated with considerable accuracy.

11. In all cases a note must be appended to the Return showing how the areas have been ascertained.

12. The statistics as to estates paying peshcush, etc., must be ascertained by the Tahsildar from the Zemindary Curnums. Where rents are paid in grain, the grain should be commuted into money at the average price of the last five years.

13. The Talook Returns will, in the case of the largest talooks, take from ten days to a fortnight to compile. They must be all despatched to the Collector by the 15th February, with the Village Returns on which they are based. The village house registers (No. II.) must be separated from the Returns in Form I to which they have been lightly stitched and must be retained by the Tahsildar.

14. The Collector after seeing that the Talook Returns have been properly compiled will abstract them Talookwar thus:—

## IV.

### Statistical Return of Talooks, Villages, Houses, Area and Assessment.

District—

| Names of Talooks. | No. of Villages. | No. of Houses. | Area in square miles. | Area in Acres. | AREA OF GOVERNMENT LAND. |             |             |                                                   | Area of Inam land. | Area of estates paying Peshcush. | Demand on account of Land Revenue. | AVERAGE RATE PER ACRE ON CULTIVATED LAND. |      |    |     |    |    | Quit-rent on Inams. | Peshcush on estates. |    |
|-------------------|------------------|----------------|-----------------------|----------------|--------------------------|-------------|-------------|---------------------------------------------------|--------------------|----------------------------------|------------------------------------|-------------------------------------------|------|----|-----|----|----|---------------------|----------------------|----|
|                   |                  |                |                       |                | Assessed.                |             | Unassessed. |                                                   |                    |                                  |                                    | Wet.                                      | Dry. |    |     |    |    |                     |                      |    |
|                   |                  |                |                       |                | Occupied.                | Unoccupied. | Cultivable. | Uncultivable including village sites, roads, etc. |                    |                                  |                                    |                                           |      |    |     |    |    |                     |                      |    |
| 1                 | 2                | 3              | 4                     | 5              | 6                        | 7           | 8           | 9                                                 | 10                 | 11                               | 12                                 | 13                                        |      |    | 14  |    |    |                     | 15                   | 16 |
|                   |                  |                | AC.                   | AC.            | ACS.                     | ACS.        | ACS.        | ACS.                                              | ACS.               | ACS.                             | ACS.                               | RS.                                       | A.   | P. | RS. | A. | P. | RS.                 |                      |    |

15. In the District Return the Collector must be careful to include any hilly tracts, large Zemindaries or independent States which do not appear in the Tahsildars' Statements.

16. To this Return also must be appended a note showing precisely how the area has been estimated thus:—

Acres.

By Survey ... ..  
By Curnums' measurements ... ..  
By Pymash ... ..  
Mere guess-work, etc. ... ..

Total...

17. These Returns will be valuable in themselves, but they will be also indispensable in preparing for the census. Looked at in this light, their object is to provide that every portion of the country shall be duly registered and censused. The Tahsildar knowing the area of his talook,

and the Collector the area of his district, will be able to see that the combined village and talook totals omit no forest land, thinly-peopled tract, hill country, or petty estate.

18. Both the Talook and the District Statistical Returns must be submitted to the Board in order that any obvious misapprehensions may be corrected. They will be returned as soon as possible, and the Village and Talookwar Statistical Returns must then be sent back to the Tahsildars.

19. All this work must be finished by the end of June 1871.

20. Between February and June, every Talook Office must be visited by one of the Divisional Officers, in order that the Registers of Houses may be thoroughly examined. These Registers must remain with the Tahsildar until wanted for the enumeration.

21. The preliminary house-to-house enumeration must next be made. It will not be a difficult operation in the greater part of the Presidency where the houses are all collected in villages, but in some districts, such as Malabar, South Canara, and the Neilgherries, where the houses are often scattered and isolated, special arrangements will have to be made.

22. The Board will leave it to the Collectors to state the number of houses with which each Enumerator should deal. In the North-West Provinces, the rule was to appoint one Enumerator to every 100 houses. In villages containing less than 200 houses, the Curnum and Moonsiff will be the Enumerators, unless in special cases the Collector thinks it necessary to employ other agency. In villages containing more houses, Assistants will have to be appointed. They should be selected from amongst the Merassidars or officially recognized chief inhabitants. All officials in the Revenue Department will be available for this work, and their services must be utilized to the utmost. In towns, special arrangements must be made. In Municipalities, the Commissioners will be requested to undertake the census and superintend the Enumerators, following, as far as possible, the arrangements devised by the Madras Committee, whose reports have already been circulated. There should be about one Supervisor to twenty Enumerators. In Agricultural districts the Revenue Inspectors will be supervisors, but as there are not enough of them to perform the duty thoroughly, advantage should be taken of the presence of any European or Native gentleman who understands the nature and value of a census. There can be few such who will refuse at the request of the Collector to supervise the enumeration in their immediate neighbourhood. All Clerks in the Offices of Tahsildars and Sub-Magistrates will be available for this duty.

23. With regard to the question as to whether the Enumerators should be paid, the Board, after full consideration, are of opinion that whenever servants of Government are thus employed, they must be considered as discharging a part of their official duty, and entitled to no extra pay for it. In the North-West and Oudh, it was found easy to get Enumerators (in all agricultural districts) without pay, and the Board have no doubt it can be done here; but in towns some expense must probably be incurred.

24. By the end of June the Tahsildar must return the House Registers to the Enumerator and must supply him with the proper number of papers in the following form:—

V. District Talook Chief Resident  
Enclosure No. Village

| Number of Houses and whether terraced, tiled, or thatched. | Names of Males. | Age. | Religion. | Caste or Class. | Race or Nationality or country of birth. | Occupation. | Youths up to age 20, attending School, or under private tuition. | Able to read and write. | Name or designation of females. | Age. | Religion. | Caste or Class. | Race or Nationality or country of birth. | Youths up to age 20, attending School, or under private tuition. | Able to read and write. | Remarks showing number of males and of females, blind, deaf, dumb, insane, idiots, or lepers. |
|------------------------------------------------------------|-----------------|------|-----------|-----------------|------------------------------------------|-------------|------------------------------------------------------------------|-------------------------|---------------------------------|------|-----------|-----------------|------------------------------------------|------------------------------------------------------------------|-------------------------|-----------------------------------------------------------------------------------------------|
| 1                                                          | 2               | 3    | 4         | 5               | 6                                        | 7           | 8                                                                | 9                       | 10                              | 11   | 12        | 13              | 14                                       | 15                                                               | 16                      | 17                                                                                            |

25. Most of the forms will be stitched together in book form, but a few loose forms will also be given.

26. The Enumerator will also be supplied with a copy of instructions for filling in the Form.

27. All the Forms which have been described will be printed at Madras in English, Tamil, and Telugu, and Collectors should indent for the required number as soon as possible. When the Forms are required in other languages they must be printed at the District Presses.

28. The preliminary enumeration will begin on the 15th July 1871 and must be finished by the 31st.

29. Before it begins, the Enumerator will fill in the heading and the first column of his Return from the House Register prepared in January.

30. Every morning, on and after the 15th July, he will proceed from enclosure to enclosure, or from house to house, filling in his forms. He will include only those who generally reside in the house, not guests who are there temporarily. If any house-owner desires to fill up his form himself, he may do so, and a loose form will be given to him for the purpose, but in this case the Enumerator must scrutinize the entries, and see that no mistake has been made. When his work is done, he will stitch up any loose forms he may have used with the others, and, having written the name of the village and his own name on the outside, send the book thus made stitched to the House Register (No. II.) by the first convenient opportunity to the Revenue Inspector of his division, or to the other Supervisor, if any other Supervisor has been appointed for him.

31. The Revenue Inspector and other Supervisors will superintend the Enumerators whilst at work, and see that they understand their instructions. Till the 31st of August they will diligently seize every opportunity of testing the entries in the village books sent to them by the Enumerators, and will authenticate the village books in which they have tested 10 per cent. of the Returns by their signature. If any Enumerator's work seems to be incorrect, the Revenue Inspector or other Supervisor will report the fact to the Tahsildar or Collector, and require the Enumerators to do it all over again.

32. As each village book is tested the Revenue Inspector or other Supervisor will send it to the Tahsildar. On the 1st September he will send all the books that remain in his hands to the Tahsildar, whether they have been tested or not. The Tahsildar will, by himself and by confidential agents, test as many as he can of the Returns (including some previously untested) from each Revenue Inspector's division.

33. During September and up to the 15th October, Divisional Officers will visit the talooks subordinate to them and examine the village books, testing as many of the entries as they can. On the 15th October the Tahsildar will send back the village books to the Enumerators, with a view to the final enumeration. It is of the last importance that this distribution should be complete. Three weeks, the Board believe, will be ample time. By the 7th November the Tahsildar must hold written acknowledgments of the receipt of the Returns from each Enumerator, and if any are not received, the cause must be immediately ascertained. If by accident any village book is lost at this late stage of the proceedings, the Tahsildar or some well-paid Talook official must at once proceed to the village concerned and superintend the final enumeration.

34. At daylight on the 15th November the Enumerators will proceed from house to house as rapidly as possible with the forms previously filled up, and correct the totals by the number of people who slept in such house or enclosure in the night. The corrections must be made in red ink, and Collectors will take care that a sufficient supply is sent beforehand to each talook. On this occasion the names or number of all guests, etc., who slept in the house that night must be entered under the corrected return of the ordinary residents. The Board believe that there are no

large festivals at this time of the year which will interfere with the census; but, if there are such in any district, the Collector should report the fact at once. Enumerators will not be liable to obey any summons issued by a Revenue authority from the 10th to the 17th November. No cause whatever must be allowed to interfere with this final enumeration.

35. With regard to Chuttrums, Dawk Bungalows, Encampments, Cart-stands, etc., a different procedure is necessary.

36. The Enumerators must visit them at 9 p. m. or later on the night of the 14th November, and enter the occupants in loose Forms. The designation of the place should be written at the head of the form. The name of "the chief resident" must, of course, be left blank.

37. When the work is done, the Enumerators will, as before, after firmly stitching all the forms in the same book, send them to the Supervisors, and the Supervisors will test them and forward them to the Tahsildar.

38. After being thoroughly examined and tested by Supervisors, Tahsildars, and Divisional Officers, the Returns must be sent in Talook packages with the Talook Return (No. III) to the Collector. The Returns prepared by Municipalities must also be sent to the Collector. Instructions as to what is then to be done with them will be issued hereafter.

39. All officers must be warned that throughout the whole of these operations, the greatest vigilance and energy will be required, and that any negligence or inaccuracy will be severely visited on those who are responsible for it.

40. To assist in calculating the expense of the census, the population may be classed thus—

1. Inhabitants of Government villages.
2. Of Inam Villages, Zemindaries, and petty States.
3. Of thinly-peopled tracts.
4. Of Municipalities.
5. Of Cantonments.
6. Houseless, Marine, Prison, Wandering, Chuttrum, etc.

41. In Government villages, Inam villages, Zemindaries, and petty States, very little expense need, in the Board's opinion, be incurred. Government are about to issue a Circular to Zemindars on the subject. In the case of proprietary villages, the proprietor can generally be induced to do all that is necessary. In large villages where no Government officials can be found to do all the work, and no capable volunteers can be induced to undertake it, some expense will be necessary, and it must be calculated with reference to the remarks already made. In towns the name of the town should be written instead of the name of the village at the top of Form V.

42. For thinly-peopled tracts, hilly country, etc., the Board must leave it to Collectors to say what arrangements are necessary. A form as like Form V. as possible should be prepared, but many omissions will be necessary. No preliminary enumeration will be required.

43. In Municipalities the enumeration will be left to the superintendence of the Commissioners. It must be remembered, however, that they are to adopt the Madras system as far as possible, including the employment of Indicators and the two Enumerations.

44. The houseless, wandering, and travelling population must be enumerated at the final enumeration only. In the case of ships, jails, etc., also the final enumeration is all that is required, and it can be done by the special officers concerned.

45. In Cantonments a preliminary as well as a final enumeration is necessary. When the Cantonment is in a Municipality, the operations will be directed by the Commissioner; when it is not, they will be conducted by Commanding Officers.

48. Detailed instructions for Enumerators are sent herewith. They should be translated and published in the *District Gazettes*, and a copy should be given to every Enumerator. If any Collector thinks any addition to the instructions is desirable, the Board will be obliged to him for making it.

By "detached" houses are meant those which stand at a distance from the village itself.

2. At the same time the Curnum will prepare a House Register in the following form:—

## II.

## Village\_\_\_\_\_

Talook \_\_\_\_\_

District \_\_\_\_\_

| Number of the enclosure or of the house if it is not in an enclosure. | Number of dwelling houses in the enclosure, and whether tiled, terraced, or thatched. | Number of families residing in each house. | Name of the chief resident in the enclosure. |
|-----------------------------------------------------------------------|---------------------------------------------------------------------------------------|--------------------------------------------|----------------------------------------------|
| 1                                                                     | 2                                                                                     | 3                                          | 4                                            |
|                                                                       |                                                                                       |                                            |                                              |

The same number which is placed on the enclosure, or house, must be entered in the Register in column 1.

If there is any doubt as to who is the chief resident, the Curnum may enter the name of the head of any family living within the enclosure, on in the house.

3. When the Return and the Register are complete, they must be stitched together lightly in book form. With a sheet outside showing the name of the village, talook, and district, and the name of the Curnum who prepared the Returns.

4. The books must then be sent to the Tahsildar and they must reach him not later than the 1st February.

### III.—First Enumeration.

5. The House Register will be returned to the village by the 30th June. When the Curnum receives it, he will send a written acknowledgment to the Tahsildar.

6. With the House Register he will receive a book containing a number of blank forms corresponding to the number of houses and house-enclosures shown in his register, together with loose forms to be used when a single form is insufficient and the entries have to be continued in another, or when house-owners wish to fill up the forms themselves, or when forms are spoiled by mischance.

7. Before the 15th of July, the Curnums and the other enumerators will fill in the heading and column 1 of all the forms.

8. The preliminary enumeration will begin on the 15th July and it must be finished before the 31st. Every morning on and after the 15th July the enumerator will proceed from enclosure to enclosure and from house to house filling in the form. If any householder wishes to fill up the Form himself, he may do so and a loose Form will be given him for the purpose, but in this case the enumerator must scrutinize the entries, and see that no mistake has been made.

9. The required particulars are shown below.

9. The required particulars are shown below. Specimens of forms filled up for Eurasian Hindoo, and Mahomedan families are appended to these instructions.

III.

Village

Talook

District

Enclosure No.

Chief Resident

| Number of Houses and whether terraced, tiled, or thatched. | Names of Males. | Age. | Religion. | Caste or Class. | Race or Nationality or country of birth. | Occupation. | Youths up to age 20, attending School, College, or under private tuition. | Youths up to age 20, attending School, or under private tuition. | Religion. | Caste or Class. | Race or Nationality or country of birth. | Youths up to age 20, attending School, or under private tuition. | Able to read and write. | Remarks showing number of males and of females, blind, deaf, dumb, insane, idiots, or lepers. |    |    |
|------------------------------------------------------------|-----------------|------|-----------|-----------------|------------------------------------------|-------------|---------------------------------------------------------------------------|------------------------------------------------------------------|-----------|-----------------|------------------------------------------|------------------------------------------------------------------|-------------------------|-----------------------------------------------------------------------------------------------|----|----|
| 1                                                          | 2               | 3    | 4         | 5               | 6                                        | 7           | 8                                                                         | 9                                                                | 10        | 11              | 12                                       | 13                                                               | 14                      | 15                                                                                            | 16 | 17 |

10. If any of the houses are unoccupied, the word "empty" must be written across the Form.

11. *Column 1.*—In Column 1 all houses in an enclosure fit for habitation will be entered whether they are occupied or not. Stables and out-houses which are not generally considered houses, should not be so entered. At the end of the book an entry should be made of all empty houses in the village which do not appear in the previous forms. First one house should be entered, then the names of all residents in it, family after family, and when this is done a second house if there is one in the enclosure, and so on.

*Column 2.*—In this column are to be entered the names of all the males belonging to the house. They must be divided into groups, corresponding to the number of families residing in the house. At the bottom of each group a blank space must be left for strangers, etc., where they will be entered at the final enumeration, but the names of passing guests should not be entered at the first enumeration.

12. The object of the first enumeration is to prepare for the final census which is to be taken on the 15th November and to give the authorities an opportunity of seeing that the Enumerators know their work.

13. Accordingly the names of all people who habitually live in the house must be entered, though they may be accidentally absent when the enumeration is made. On the other hand, the names of strangers and guests who are only there for a day or two must not be entered, as they will be absent on the day of the final enumeration. A space must be left at the end of each group for additional names in case any have to be added at the final enumeration.

14. A family consists of all who live under the same roof and cook and eat their meals together. If there is more than one family in the house or enclosure, they must be entered one after the other.

15. Servants who habitually sleep in the enclosure should be entered in the form relating to it.

16. In *Column 3*, the age next birthday, as near as it can be ascertained, must be entered. Thus, children under one year old must be entered as aged 1. Babies must not be omitted on any account.

*Column 4* relates to Religion. Amongst Hindoos, the entry will generally be Sheva, Vishnava, or Lingayet. Amongst Mussalmans, Sunnee or Shea; amongst Christians, Protestant or Roman Catholic.

*Column 5.*—The caste or class must be given in Column 5. If possible, the Enumerator should represent it by some generally known word and not by one of merely local use. If the person is a European or Eurasian the word must be entered in this column. In the case of Mahomedans the words Lubbay, Moplah, Arab, Sheik, Syed, Patun, Mogul should be entered.

*Column 6.*—The race or nationality or country of birth should be given the general terms thus: English, French, Madrassee, Bengalee, etc., when this information cannot be given the general terms Hindoo, Mussalmans, etc., will suffice.

*Column 7.*—The occupation should be described by some well known word and not by one of merely local use. If any one has two or more callings, that should be selected and entered which is the most important to him. If any one has no calling, as will generally be the case with children, the word "none" must be entered.

*Column 8.*—In the case of all persons aged not more than 20, the words "yes" or "no" must be entered in this column, to show whether they are under instruction or not.

*Column 9.*—In this column, the word "yes" must be entered only if the person can both read and write. If he can only read and not write, or if he can only sign his name, the word "no" must be entered. In cases where the word "yes" is entered in column 8, no entry should be made in this column; but in all other cases it should be filled up.

*Column 10.*—In this column, the names of females are to be entered unless the head of the family objects. If he objects to give the names, they must be designated by consecutive numbers. Thus, if there are five females in the house, they will be No. 1, No. 2, No. 3, No. 4, No. 5. As

with column 2, this column should be divided into families, and a space for strangers, etc., must be left blank till the final enumeration.

*Column 11.*—*Vide Column 3.*

*Column 12.*—*Vide Column 4.*

*Column 13.*—*Vide Column 5.*

*Column 14.*—*Vide Column 6.*

*Column 15.*—*Vide Column 8.*

*Column 16.*—*Vide Column 9.*

*Column 17.*—In this column, the Enumerator must state how many (if any) of the males and of the females are blind, deaf, dumb, idiots, insane, or lepers.

17. When the book has been filled up, it must be stitched to the book containing the House Register and they must then be sent to the Revenue Inspector or other Supervisor appointed to superintend the Supervisor's work.

### III.—Final Enumeration.

18. On or about the 30th October, the Enumerators will again receive their books from the Tahsildar. They must as before send that officer a written acknowledgment of the receipt.

19. The final enumeration will take place at day light on the 15th November (with one exception which will be noticed below). No Enumerator must answer any summons from a Revenue authority between the 10th and the 17th November.

20. The Enumerators will proceed with book in hand from enclosure to enclosure. They will be assisted by all the village servants.

21. At each house or enclosure they will inquire who slept in the house the night before and such and no others, except watchmen, taliaries, etc., who do night duty and return to their houses every morning or members of the household who sleep in their fields, must appear in the return.

22. If any member of the family or servant whose name is entered in the form has been absent during the night, the Curnum must pass his pen through the name or number (using red ink which can be obtained at the talook cutcherry.) If any one who was not there at the first enumeration has come, his name or her number with the requisite particulars must be added to the rest in red ink.

23. Strangers or guests must be entered with full particulars in the place reserved for them.

24. Every effort must be made to complete the work before sun-set, but when there is great trouble, inquiries may be completed next day.

25. It has been stated that there is an exception to the rule that the census is to begin at day light on the 15th November. It is in the case of chuttrums, dawk bungalows, encampments, cart-stands, etc. The Enumerators must proceed to these with loose forms at 9 p.m. on the night of the 14th November and fill them up at once. The reason of this is that travellers, such as frequent these places, are likely to move on early in the morning. The forms should afterwards be stitched or pasted into the books. The ordinary forms will do, but the designation of the place should be written at the head instead of the number of the enclosure and the name of the chief resident, and there will be no need to group the people into families, servants, and strangers.

26. The toties and taliaries must be required to make certain that no one leading a wandering life and sleeping in the open air, is omitted from the census. When the work is done, the Enumerators will send the corrected books to the supervisors.

27. Enumerators must understand that no work of any kind is to interfere with this:



118

ENCLOSURE No. 2.  
Village Ranipet, Talook Wallajpet, District North Arcot.  
Chief Resident Syed Moostafa Saib.

| Number of houses whether terraced, tiled or thatched. | Names of Males.          | Age. | Religion. | Caste or Class. | Race or Nationality, or country of birth. | Occupation.        | Youths up to age 20 attending School, College, or under private tuition. | Able to read and write. | Name or designation of Females. | Age. | Religion. | Caste or Class. | Race or Nationality, or country of birth. | Youths up to age 20 attending School or under private tuition. | Able to read and write. | Remarks showing number of Males and of Females, blind, deaf, dumb, insane, idiots, or lepers. |
|-------------------------------------------------------|--------------------------|------|-----------|-----------------|-------------------------------------------|--------------------|--------------------------------------------------------------------------|-------------------------|---------------------------------|------|-----------|-----------------|-------------------------------------------|----------------------------------------------------------------|-------------------------|-----------------------------------------------------------------------------------------------|
| 1                                                     | 2                        | 3    | 4         | 5               | 6                                         | 7                  | 8                                                                        | 9                       | 10                              | 11   | 12        | 13              | 14                                        | 15                                                             | 16                      | 17                                                                                            |
| Terraced .....                                        | (1). Syed Moostafa Saib. | 61   | Sunni.    | Sheik.          | Mussulman.                                | District Moonsiff. | ...                                                                      | Yes                     | Kamuru Bee Be.....              | 42   | Sunni.    | Sheik.          | Mussulman.                                | ...                                                            | No                      |                                                                                               |
|                                                       | Syed Tajjudia Saib. .... | 35   | Sunni.    | Sheik.          | Mussulman.                                | Clerk.             | ...                                                                      | Yes                     | Patcha Be.....                  | 15   | Sunni.    | Sheik.          | Mussulman.                                | No                                                             | No                      |                                                                                               |
|                                                       | Syed Mohideen .....      | 28   | Sunni.    | Sheik.          | Mussulman.                                | None.              | ...                                                                      | Yes                     | Sultana.....                    | 50   | Sunni.    | Sheik.          | Mussulman.                                | ...                                                            | No                      |                                                                                               |
|                                                       | Syed Ali Saib .....      | 12   | Sunni.    | Sheik.          | Mussulman.                                | None.              | Yes                                                                      | .....                   |                                 |      |           |                 |                                           |                                                                |                         |                                                                                               |
|                                                       | Hussain.....             | 38   | Sunni.    | Sheik.          | Mussulman.                                | Domestic Servant.  | ...                                                                      | No                      |                                 |      |           |                 |                                           |                                                                |                         |                                                                                               |
|                                                       | (2). Goolam Kawder...    | 23   | Shia.     | Patan.          | Mussulman.                                | None.              | ...                                                                      | Yes                     | Gouse Bee Be .....              | 16   | Shia.     | Patan.]         | Mussulman.                                | No                                                             | No                      |                                                                                               |
|                                                       | Hussain Halli .....      | 19   | Shia.     | Patan.          | Mussulman.                                | Cook.              | ...                                                                      | Yes                     | Jennet Bee Be.....              | 59   | Shia.     | Patan.          | Mussulman.                                | ...                                                            | No                      | 1 Female Blind.                                                                               |
|                                                       |                          |      |           |                 |                                           |                    |                                                                          |                         | Neill Kadam.....                | 39   | Shia.     | Patan.          | Mussulman.                                | ...                                                            | No                      |                                                                                               |
|                                                       | (3). Goolam Mahomed.     | 39   | Sunni.    | Lubbay.         | Mussulman.                                | Tailor.            | ...                                                                      | No                      | Saram.....                      | 19   | Sunni.    | Lubbay.         | Mussulman.                                | No                                                             | No                      |                                                                                               |
|                                                       | Goolam Moostafa .....    | 28   | Sunni.    | Lubbay.         | Mussulman.                                | Tailor.            | ...                                                                      | No                      | Thazunissa.....                 | 16   | Sunni.    | Lubbay.         | Mussulman.                                | No                                                             | No                      |                                                                                               |

## ENCLOSURE No. 3.

Village Ranipet, Talook Wallajahpet, District North Arcot..

Chief Resident, John D'Cruz.

| Number of houses, whether terraced, tiled or thatched. | Name of Males.       | Age. | Religion.       | Caste or Class, or whether European or Eurasian. | Race or Nationality or country of birth. | Occupation.          | Youths up to age 20, attending School, College, or under private tuition. | Able to read and write. | Name or designation of Females. | Age. | Religion.       | Caste or Class, or whether European or Eurasian. | Race or Nationality or country of birth. | Youths up to age 20, attending School or under private tuition. | Able to read and write. | Remarks showing number of Males and of Females, blind, deaf, dumb, insane, idiots, or lepers. |
|--------------------------------------------------------|----------------------|------|-----------------|--------------------------------------------------|------------------------------------------|----------------------|---------------------------------------------------------------------------|-------------------------|---------------------------------|------|-----------------|--------------------------------------------------|------------------------------------------|-----------------------------------------------------------------|-------------------------|-----------------------------------------------------------------------------------------------|
| 1                                                      | 2                    | 3    | 4               | 5                                                | 6                                        | 7                    | 8                                                                         | 9                       | 10                              | 11   | 12              | 13                                               | 14                                       | 15                                                              | 16                      | 17                                                                                            |
| Terraced ...                                           | John D'Cruz .....    | 50   | Protestant.     | Eurasian.                                        | Madrassee.                               | Clerk.               | ...                                                                       | Yes.                    | Anne D'Cruz .....               | 40   | Protestant.     | Eurasian.                                        | Madrassee.                               | ...                                                             | Yes.                    |                                                                                               |
|                                                        | James D'Cruz .....   | 21   | Protestant.     | Eurasian.                                        | Madrassee.                               | Inspector of Police. | ...                                                                       | Yes.                    | Jane D'Cruz .....               | 17   | Protestant.     | Eurasian.                                        | Madrassee.                               | No.                                                             | Yes.                    |                                                                                               |
|                                                        | Charles D'Cruz ..... | 12   | Protestant.     | Eurasian.                                        | Madrassee.                               | None.                | Yes.                                                                      | ...                     | Mary D'Cruz .....               | 9    | Protestant.     | Eurasian.                                        | Madrassee.                               | Yes.                                                            | ...                     |                                                                                               |
|                                                        | William D'Cruz ..... | 5    | Protestant.     | Eurasian.                                        | Madrassee.                               | None.                | No.                                                                       | No.                     | Agnes D'Cruz .....              | 1    | Protestant.     | Eurasian.                                        | Madrassee.                               | No.                                                             | No.                     |                                                                                               |
|                                                        | Antony .....         | 35   | Roman Catholic. | Pariah.                                          | Hindoo.                                  | Domestic servant.    | ...                                                                       | No.                     | Anne Gomiz .....                | 30   | Protestant.     | Eurasian.                                        | Madrassee.                               | ...                                                             | Yes.                    |                                                                                               |
|                                                        | Saviryuttu .....     | 5    | Roman Catholic. | Paria.                                           | Hindoo.                                  | Domestic servant.    | No.                                                                       | No.                     | Mariammanul .....               | 20   | Roman Catholic. | Pariah.                                          | Hindoo.                                  | ...                                                             | No.                     |                                                                                               |
|                                                        | Ramasawmy .....      | 40   | Roman Catholic. | Paria.                                           | Hindoo.                                  | Domestic servant.    |                                                                           | No.                     | Santammaul .....                | 3    | Roman Catholic. | Pariah.                                          | Hindoo.                                  | No.                                                             | No.                     |                                                                                               |
|                                                        | Muttusawmy .....     | 15   | Roman Catholic. | Paria.                                           | Hindoo.                                  | Domestic servant.    | No.                                                                       | No.                     | Chinnammaul .....               | 28   | Siva.           | Pariah.                                          | Hindoo.                                  | ...                                                             | No.                     |                                                                                               |
|                                                        |                      |      |                 |                                                  |                                          |                      |                                                                           |                         | Rungammaul .....                | 10   | Siva.           | Pariah.                                          | Hindoo.                                  | No.                                                             | No.                     |                                                                                               |

No. 5,573.

From J. GROSE, Esq., Acting Secretary to the Board of Revenue.

To all Collectors.

SIR,

I AM directed to communicate the enclosed instructions for the Census which is to be taken next year, and to request that you will give them your most careful attention.

2. You will see that preliminary operations are to begin immediately after the Christmas holidays, that a preliminary enumeration is to be made at the beginning of July, and that the final Census is to be taken on the 15th November.

3. In their Order of the 24th February 1870, No. 288, Government express their conviction (in which the Board entirely coincide) that the success of the Census depends on the exertions of district officers in the following terms:—"Lastly, the Government would remind the district officers that all minor excellencies and defects in a scheme which only exists upon paper, are of little weight when compared with the zeal and energy brought to bear by those who carry it into execution. The Government believe that by far the greater number of their officers will take a personal interest in the matter, and if this expectation be fulfilled, a more successful Census than has yet been carried out in the Madras Presidency may reasonably be looked for."

REVENUE BOARD OFFICE,

Madras,

3rd September 1870.

I have the honour to be,

Sir,

Your most obedient servant,

(Signed) J. GROSE,

Acting Secretary.

(True Copy.)

(Signed) J. T. MAYNE,

First Assistant.

Exd. T. Cartledge.

Revenue 11/10/70

1933

Proceedings of the Madras Govt  
under date the 5th Decr 70

Read the fol-  
-lowing letter from the  
Acting Secretary to the  
Board of Revenue

Submitting copy  
of a circular letter con-  
-taining instructions to  
collectors regarding the  
General Census of the  
Madras Presidency to be  
taken next year.

(H.L. 32 Sept 1870,  
No 5573 A)

The Govern-  
-ment approve of  
the instructions em-  
-bodied in the  
Board's circular  
letter to collectors  
dated

A. A. N.

Jan 27 1870  
The Secy. to Govt. & L. Secy

1870.

Board of Revenue

MADRAS.

11/10/70

FROM THE ACTG. SECY. TO BOARD OF REVENUE  
TO ALL COLLECTORS.

Dated 3rd September 1870.

Received

Encl.

SEPTEMBER.  
No. 5,573.

General Census—of Madras Presidency.—  
Communicating certain instructions as regards  
taking—, next year.

dated 3<sup>rd</sup> September  
1870, No 5,573, and of  
the model forms for-  
warded by them.

2. The Govt consi-  
der that the final en-  
tabulation both of the  
district returns rela-  
-tive to the area and  
assessment of land  
& of the enumerators  
forms should be con-  
-ducted in the Board's  
office.

3. The High Court  
will be addressed  
with reference to the  
proposal to exempt  
enumerators from the  
liability

In the case of the  
Malabar the model  
form approved  
by the Board in  
their Proceedings  
dated 21<sup>st</sup> October  
1870 No 6,388  
is sanctioned.

151  
liability to answer summonses  
from Magistrates and Judges from  
the 10<sup>th</sup> to the 17<sup>th</sup> November 1871.

4. The Inspector General of  
jails and the Master Attendant  
will be communicated with as  
suggested by the Board in para 6,  
but the information alluded to in  
para 7 would not be sufficiently  
exact to aid towards the object of  
a census.

5. Printing the requisite forms  
will occupy some months and  
should be commenced at once. The  
collectors should submit their  
indents without delay and the  
headings of columns should be  
translated into the several vern-  
aculars.

He.

14 To the Secy Genl Secy  
6 - Inspector Genl of Jails  
1 - Master Attendant  
5 - Public Dept

6. The following letter will be  
addressed to all seminars of position  
under the signature of the Chief Secretary.  
(Here enter.....)

Adm

56  
6

He