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CENSUS OF INDIA, 1951

ADMINISTRATION REPORT (HYDERABAD STATE)

Part I—Enumeration

by

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PREFACE

I must apologize for calling this publication an 'Administration Report.' It is difficult for me to avoid altogether certain routine terminologies or administrative formalities. The purpose of this publication is merely to convey to those interested, or likely to be interested, in census operations, an idea of the manner in which the 1951 Census enumeration was conducted—I presume with some success—during particularly difficult times. I have offered some suggestions here and there in the Report for consideration while planning the next decennial census operations. But this again is by way of the observance of a formality. I have too strong a faith in the capacity of this State for rapid progress to expect that these suggestions, related as they are to present problems and conditions, will a decade hence make at best anything more than interesting reading.

HYDERABAD,
September 11, 1952.

C. K. MURTHY.

CHAPTER I

CENSUS QUESTIONNAIRE AND ENUMERATION PROCEDURE

Census Questions.—The most important and intricate of all the work connected with population censuses is the designing of the census questionnaire. The original draft of the 1951 census questionnaire had been prepared by the Census Commissioner. This draft, however, was discussed in great detail at a conference of all the Census Superintendents presided over by the Census Commissioner, and finally thirteen questions were decided upon. It was also resolved at the Conference that an additional question, to be determined by the respective State Governments, should be included in the questionnaire. In pursuance of this resolution, Hyderabad Government called for suggestions from all its Secretariats. Various subjects were recommended for inclusion in the questionnaire and ultimately the State Government decided upon the inclusion of a question pertaining to unemployment. Thus the 1951 census questionnaire for this State consisted of the following fourteen questions of which Question No. 13 was the one recommended by Hyderabad Government:—

1. What is your name and what is the name of your father/husband?
2. What is your (1) nationality (2) religion and (3) do you belong to any *special group?
3. Are you unmarried, married, widowed or divorced?
4. What is your age?
5. Were you born in this district? If not, in what district?
6. Are you a displaced person from Pakistan? If so, when did you come to the Indian Union and from which district?
7. What is your mother-tongue?
8. What other Indian language do you commonly speak?
9. Are you a self-supporting person, or an earning dependant, or a non-earning dependant? If you are a self-supporting person, do you earn your principal means of livelihood as an employer, or an employee, or an independent worker?
10. What is your principal means of livelihood?
11. What is your secondary means of livelihood?
12. Can you both read and write a simple letter or can you only read it? If you can both read and write, have you passed any examination, and if so, what is the highest examination you have passed?
13. Are you unemployed and in search of employment? If so, since when?
14. What is your sex?

*Vide Paragraph 7 below.

2. *Limitations of Questionnaire.*—I have often been asked as to why we did not include questions pertaining to the dietetic habits of the people, incidence of indebtedness, size of actual and potential savings, conditions of industrial housing, analysis of family income, incidence of drunkenness and so on. It is generally overlooked that a population census has many limitations and cannot be a substitute for a specialized enquiry. The willingness and the capacity of the average citizen to answer the questions asked of him and the ability of the average enumerator to interpret such questions, whenever necessary or called upon to do so, very largely reduce the scope of subjects that can be included in the questionnaire particularly in States like Hyderabad where the percentage of literacy has yet to proceed beyond the single digit. A U.N.O. publication poignantly points out that censuses are littered with the dead material of attempted questions. There is no meaning in swelling the list of such questions knowingly. There were many occasions when I felt that even some of the existing fourteen questions were difficult considering the conditions prevailing in this State. Further, the fact that census enumeration has to be completed within a limited time and that enumeration in this country is still basically an 'honorary endeavour' compels the designers to reduce the number of questions to the barest minimum required for demographic purposes. There is no doubt that the order of these present fourteen questions could have been profitably altered and some changes could have been made in them. But one grows wiser only with experience and there are limitations even to experience. For example, no one could foresee in Hyderabad that the nature and implications of unemployment in 1951, would change so radically during the course of the next year or two.

3. *Census Dates.*—The objective of the present census was to enumerate every person present in the State at sunrise on the 1st of March, 1951. There were two methods which could be followed for enumeration with reference to this date, namely the *de facto* and *de jure* methods. The adoption of the former would have meant the enumeration of every

individual at whatever place he happened to be at sunrise on the 1st of March. The adoption of the latter would have meant the enumeration of every person at his normal place of residence and in case he had no such residence, at whatever place he happened to be at the sunrise on 1st of March. At the Conference referred to in paragraph 1 above, it was resolved to adopt an extended *de facto* system based on a prescribed enumeration period. Consequently it was decided that the enumeration should be spread over a period of 20 days before the sunrise on 1st of March, 1951, followed by three days of final check up for births, deaths and visitors unenumerated earlier. It was also decided that houseless persons should be enumerated wherever they happened to be on the night preceding the sunrise on 1st of March, 1951.

4. *Non-Synchronous Tracts.*—In the decennial censuses prior to 1931 some areas in this State seem to have been declared as non-synchronous for enumeration purposes due to their relative inaccessibility as compared with other areas of the State. During 1951 Census some tracts had to be similarly treated, but for different reasons altogether. Some of the district census authorities were faced with unsettled conditions prevailing in portions of their districts. Many village officers had relinquished their jobs or were unwilling to visit the villages without proper escort. Many had shifted their residences to bigger villages or to headquarters of tahsils. Suitable arrangements had to be made in order to see that the provisional figures pertaining to these areas would be forthcoming at the same time as those for other areas of the State for purposes of announcing the provisional totals. All the aspects of this problem were discussed in detail at a meeting held in the Chief Secretariat which was presided over by the Chief Secretary and was attended by the Commissioner for Special Areas, the Inspector-General of Police, the Collectors of Warangal, Nalgonda, Hyderabad and Karimnagar and me. The most important of the decisions taken was the authorisation of the Collectors (a) to commence enumeration in such areas as early as possible after the first week of January, 1951,

(b) to conduct enumeration in different villages at different times as may be found convenient within the framework of the security arrangements made for the purpose, (c) to enumerate the houseless persons immediately after completing the enumeration of the household population, and (d) to eliminate the final check up scheduled for 1st, 2nd and 3rd March wherever impracticable. The details of the proceedings along with the list of the areas finally treated as non-synchronous are given in Appendix A. I had to rush up to Medak, Bidar and Gulbarga Districts also just prior to census enumeration in order to discuss with the Collectors, the arrangements to be made in portions of their districts which had by then become affected. It will, however, be observed from Appendix A that the tracts finally treated as non-synchronous were not many.

5. *Distinction between house and household.*—For purposes of census, a house has generally been defined as a dwelling with a separate main entrance. During the present census, an additional distinction was made between the house and the household and figures were collected regarding both. A household was defined as a set of persons living together in the same house and having a common mess. This distinction permitted a closer approach to the family unit.

6. *Enumeration Instructions.*—The Census Commissioner had sent to each of the Census Superintendents a copy of the Model Instructions governing enumeration principles and procedure. These instructions were elaborated with illustrations to suit local conditions. Other relevant matter was also added to it in order to make it as comprehensive as possible. The instructions as finally framed for this State are given at Appendix B. These constituted the basic instructions governing all aspects of enumeration during the 1951 Census.

7. *Framing of lists of Scheduled Castes, Scheduled Tribes and Non-Backward Castes.*—Part 3 of Question No. 2, referred to in paragraph 1 above, was inserted for the collection of data regarding the number of persons belonging to special groups. In other words,

the object of this sub-question was to collect figures pertaining to the number of persons belonging to Scheduled Castes, Scheduled Tribes and Backward Classes who had certain privileges extended to them under the Constitution of India. In Hyderabad State there were no authorised lists of Scheduled Castes and Scheduled Tribes. The burden of the preparation of such authorised lists had to be shouldered by me and my office. It is outside the purview of this publication to mention all the details of the procedure adopted for finalising the lists of these castes and tribes. I have only to indicate here that I had perforce to undertake this work also, as otherwise census data would have been particularly incomplete in this State. I presume no other Census Superintendent in India had to cover this preliminary and, if I may say so, arduous work. As stated above, in addition to lists of Scheduled Castes and Scheduled Tribes, a list of Backward Classes was also required for purposes of this sub-question. But there was again no approved list of Backward Classes in this State and, fortunately for me, some of my colleagues in India were also faced with a similar situation. On a detailed consideration of the case, the Government of India requested each State Government to frame either a list of Backward Classes or a list of Non-Backward Castes. If the first alternative was adopted, caste, tribe or class details were to be ascertained during enumeration only with regard to all the Scheduled Castes, Scheduled Tribes and Backward Classes. If the second alternative was accepted, all the castes whose non-backwardness may be disputed were to be excluded from the list and details were not to be ascertained during enumeration with regard to any of the Non-Backward Castes. There was absolutely no material in this State to frame a list of Backward Classes. The enumeration and sorting of caste details in the previous censuses of Hyderabad State was particularly unsatisfactory. The only alternative left to this State was to frame a provisional list of Non-Backward Castes on the basis of caste-wise literacy percentages available in the 1931 Census Report. The preliminary work in this connection had also to be undertaken again by my office, and finally Hyderabad Government declared 23 castes as Non-Backward for purposes of this question. Consequently during the pre-

sent census enumeration caste details were not recorded with regard to these 23 Non-Backward Castes.* I personally feel that if we had been allowed to enumerate every caste, it would have saved considerable trouble all round and given us data which could have been useful for comparative studies later on, particularly as caste is still a factor affecting the social and economic life of our people. But obviously the approach to this question from a national point of view was more important than from a purely census point of view.

8. *National Register of Citizens.*—A distinct feature of the 1951 Census was the institution of the National Register of Citizens. This Register was compiled in separate parts with one part for each village in rural areas and one for each ward (or block when the urban unit had no wards) in urban areas. Each of these parts (*i.e.*, the National Register for the village or ward) contained the following details with regard to every person enumerated during the 1951 Census:—

1. Serial No. of the house.
2. Serial No. of the household.
3. Serial No. of persons in the household.
4. Name along with the name of the father in case of males and unmarried and divorced women and husband's name in case of married women or widows.
5. Sex.
6. Religion.
7. Special Group.
8. Civil Condition.
9. Age.
10. Economic Status—Dependency.
11. Economic Status—Employment.
12. Principal means of livelihood.
13. Secondary means of livelihood.
14. Literacy and educational standard.

It was thought that the institution of these

Registers would mean the implementation of Gregory Committee's Recommendations to have registers of households for both urban and rural areas as the basis for demographic as well as socio-economic enquiries. The need for the preparation of such Registers had also been stressed by various other Committees like the Population Data Committee and the Health Survey and Development Committee, etc. Further, it was thought that with the help of these Registers it would be possible to extract and compile information beyond what is contained in the census report if so required subsequently. The Registers could also be of help in the maintenance of the Electoral Rolls. These Registers were written either during or immediately after the enumeration period. Though Enumerators were expected to write the Registers themselves, in certain cases they were written by others such as tahsil clerks, etc. In a few cases draft Registers were prepared even prior to the enumeration period and fair-copied subsequently. Detailed instructions had been issued regarding the preparation of the National Register of Citizens and they had also been published in Hyderabad Gazette. A copy of the Instructions is given at Appendix C. A sample check is now being conducted in the Census Tabulation Office in order to find out the discrepancy in the total population as recorded in the National Registers and as determined by sorting of enumeration slips. I expect the difference in this regard to be insignificant. In some places the Registers prepared in the State are of a very high order, in some places they are satisfactory and in some others they are not quite up to the mark.

9. *Voluntary nature of enumeration work.*—The Hon'ble the Deputy Prime Minister (Sardar Vallabhbhai Patel) opening the conference of the Census Superintendents held in Delhi on the 1st of March, 1950, had remarked that population census was one of the greatest achievements of honorary endeavour. In conformity with this remark enumeration in all its phases was conducted on an absolutely honorary basis in Hyderabad State. No payment was made either for enumeration or for the writing

*Even with regard to Scheduled Castes, Scheduled Tribes and castes excluded from the Non-Backward list, it was not intended to sort and tabulate for any caste or tribe, as publication of figures pertaining to individual castes or tribes was against the declared policy of the Government of India.

up of the National Registers. I feel that even if payment of remuneration for the work done had been decided upon, we had not the requisite finances to make payments on a scale commensurate with the quantity and quality of work desired. It will not be difficult to maintain this tradition in future censuses also provided all departments of the Union and State Govern-

ments and municipal and local bodies continue to appreciate not only the national importance of census enumeration but also the advisability of entrusting it to employees of Government or semi-Government organisations and to extend requisite concessions to such of their employees as may be selected by census authorities for the conduct of the operations.

CHAPTER II

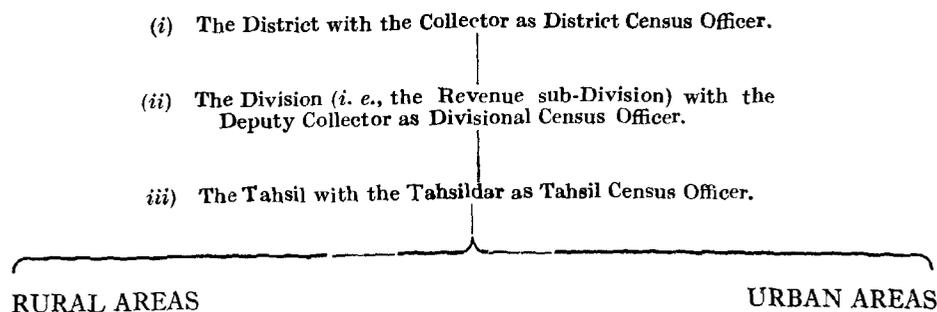
CENSUS DIVISIONS AND STAFF SET-UP

10. *Realignment of district and tahsil boundaries preceding enumeration.*—The jurisdictional map of Hyderabad during the previous decades was extremely confusing. The State was split up into (a) the Diwani Illaqs, *i.e.*, the Government Territories, (b) the Sarf-e-khas Illaqs, *i.e.*, the Crown Territories, and (c) the Jagirs, *i.e.*, the Feudatory Territories. The Sarf-e-khas Illaqs consisted of about 2000 villages and occupied roughly ten per cent. of the total areas of the State and constituted literally 'a State within a State.' The Jagir Illaqs consisted of about 6,500 villages and covered roughly thirty per cent. of the area. There were in all about 1,500 Jagirs in the State. Some of these Jagirs were larger than many of the former full-fledged States in India. Each of these Jagirs enjoyed administrative powers in varying degrees the least significant of which was the collection of land revenue. Thus in rural areas, where enumeration was dependent on village officials, the census organisation had at some level or other to deal with each of these numerous Illaqs. Worse still, besides the Sarf-e-khas, some of the important Jagirs (called the Exempted Jagirs) had the last word in matters of enumeration arrangements within their territories. These exempted Jagirs accounted for about 3,000 villages. The confusion, however, was due not so much to the existence of these numerous Illaqs as to the manner of their composition. Very few of them were compact. Quite often the villages of the same Jagir were scattered within the geographical limits of various Diwani (*i.e.*, Government) tahsils and sometimes even over different Diwani districts. In a few cases different portions of the same village belonged to different Jagirs. There were many cases as ridiculous as that of the Sarf-e-khas Tahsil of Humnabad which had its district headquarters in Atraf-e-Balda District, its tahsil headquarters in Bidar Dis-

trict, while most of its villages were in Gulbarga and Osmanabad Districts. The distribution of these Jagir villages between different Diwani (*i.e.*, Government) tahsils for certain purposes of 'central' administration and the concerned Jagir tahsils for the remaining purposes was changed quite often. One of the most important matters taken up by Hyderabad Government immediately after the 'Police Action' was the integration of all these non-Government Illaqs into compact tahsils. This process which involved thousands of villages naturally dragged on for many months. From a census point of view, it was, however, essential that either the whole picture should be clear sufficiently in advance of enumeration or the integration should be postponed till after its completion. At one stage the Registrar General, India, Ministry of Home Affairs, had also to draw the attention of Hyderabad Government for an early decision in the matter. Fortunately, the integration proposals were finally approved of by Government and published in Gazette No. 21, dated 23rd April, 1950, and the census organisation could proceed on some settled pattern, though minor adjustments continued right up to the period of enumeration—the last of which has probably not yet been heard of. This integration affected all the districts one of which was abolished altogether. The picture which finally emerged was one of 16 districts and 138 compact tahsils.

11. *Census Divisions and Staff Set-Up.*—The basic principles observed during the present census in the formation of census divisions were (a) the avoidance as far as possible of the creation of artificial jurisdictions purely for census purposes, and (b) the retention in rural areas of the village and in urban areas of the ward (or the block where there were no wards) as the essential census unit. The general pattern

of Census Divisions and Staff Set-Up specified for rural and urban areas was as follows:—



(iv) Revenue Inspector's Circle—with the Revenue Inspector as the Charge Superintendent. Where the incumbent was not considered suitable by superior census officers, some suitable Government employee could be appointed as such without splitting the Revenue Circle.

(v) Supervisor's Area—composed of one or more villages with a total population of about 5,000. The Supervisors were to be recruited from amongst the employees of various Government offices, schools, etc.

(vi) Revenue Village—with generally the Patwari as the Enumerator. If the village was big (*i. e.*, had more than 1,000 persons), the Patwari was to be designated as the Chief Enumerator and given the assistance of one or more Assistant Enumerators for particular blocks in the village constituted for house-numbering purposes. The same Enumerator could be in charge of more than one small village provided they were all within easy reach of one another and the aggregate population did not exceed about 1,000 persons.

12. *Exceptions to the specified pattern.*—The exceptions made to the general pattern specified above were with regard to (a) the Municipalities of Secunderabad and Hyderabad, and (b) the Cantonments of Secunderabad, Hyderabad and Aurangabad. In case of Secunderabad and Hyderabad Municipalities, the Chief Executive Officers of the Municipalities were appointed as Municipal Census Officers and they functioned directly under the Census Superintendent. They were assisted by Divisional Census Officers appointed for a group of wards and Charge Superintendents appointed one for each ward. These two classes of census officials also were recruited exclusively from amongst the senior employees of the Municipalities. For all Cantonment areas in the State the Garrison Engineer, Secunderabad Cantonment, who was nominated by Defence Authorities for the purpose, was in charge as Military Census

(iv) The Municipal or Urban Unit—with the Executive officer in charge of the Municipality, or the Secretary of the Town Committee or some other suitable officer as Charge Superintendent.

(v) Supervisor's Area—composed of one or more wards (or blocks, in case the population in the ward was large or the town was divided into blocks only) with a total population of about 5,000. The Supervisors were to be recruited from amongst the staff of the Municipality, Government offices, schools, etc.

(vi) The Block—with an employee generally drawn from the Municipality, Government offices, schools, etc., as Enumerator. In towns where the number of houses in a block was small, one or more blocks could be given to the same Enumerator without splitting the block. In towns where the number of houses in a block was large, the block could be allotted to more than one Enumerator but their areas were to be demarcated in terms of house numbers in serial order without breaks and with clear boundaries.

Officer with Assistant Military Census Officers for each of the Cantonments.

As regards the other big Municipalities, which were in charge of Gazetted Municipal Officers, though co-ordination at the tahsil level was made compulsory, the Municipal Officers were entrusted exclusively with the responsibility of the recruitment and training of the Enumerators and Supervisors under the general supervision of the Divisional Census Officers. To this extent the Tahsil Census Officers were free to concentrate their attention on rural areas and such Municipalities or Town Committees as were not in charge of Gazetted Municipal Officers. In case of some of these big Municipalities, the Charge Superintendents were also permitted to recruit suitable Government employees to assist them as Deputy Charge Superintendents.

In districts where in addition to Deputy Collectors additional Deputy Collectors were available, the Collectors were authorised to divide the tahsils between the Deputy and the Additional Deputy Collectors.

Further, in a few rare cases where the existing Revenue Inspector's Circles were considered to be unwieldy each of the Circles was divided between two Charge Superintendents. One of the wholesome results following the integration of non-Government Illaqs was the reduction of the size of the former Revenue Circles. It is hoped that by next census this process will have been completed and there will be no necessity anywhere to break up any Revenue Circle for census purposes.

13. *Artificial jurisdiction created for census purposes.*—It will be observed from paragraphs 11 and 12 above, that the only important artificial jurisdiction created in 1951 for census purposes was the 'Supervisor's Area' consisting of one or more villages. The term 'Supervisor's Circle' used in former censuses was dropped in order to avoid any confusion with the well-established terminology of the Revenue Inspector's Circle. I suggest that in future censuses all preliminary records, population abstracts, etc., in rural areas should be prepared and sent up to the tahsil, where necessary, only on the basis of the village and the Revenue Inspector's Circle. The Supervisors should not themselves prepare any register or abstracts but should only attest, after due scrutiny, similar documents prepared by the Enumerators. The chief functions of the Supervisor should be to deputise for the Charge Superintendent and to act as a sort of Super-enumerator for checking up enumeration work. This would result in making the census divisions co-extensive with revenue divisions. It is obvious that in rural areas census enumeration will continue to be dependent on the revenue machinery. Enumeration needs heavy concentration on various important aspects and the organisation should not waste time in the creation and putting across of artificial jurisdictions.

14. *Railway Areas.*—It will not be out of place to mention here yet another legacy which we have inherited from the past, namely the special treatment meted out to railway areas.

It was the practice hitherto to deal with such areas as a class by themselves. This was perhaps due to the rush-work involved in the one-night census and the fact that the areas were under alien management. This differentiation is no longer justifiable. In almost all the small railway stations, the number of persons residing within the station premises is not larger than those living in some of the big houses in the villages. In the big stations, the number of men living in the railway quarters is often exceeded by the number of men living in institutions, in factory yards, in 'badas,' etc. During the present census, both for enumeration and house-numbering purposes, the railway areas were treated only as parts of the concerned revenue villages, municipalities or cantonments, as the case may be. General instructions had been issued to all census officers to recruit Enumerators, and if necessary even Supervisors, in all areas inhabited predominantly by a particular class of persons, e.g., Police Lines, P.W.D. Project Camps, collieries, labour quarters attached to large factories, etc., from the establishments in charge of such areas. The same procedure was made applicable to areas with a heavy concentration of railway employees. But this does not mean that the practice of designating a senior railway officer as Railway Census Officer should be discontinued. During the present census the Railway Census Officer was of great help to the census organisation in providing men to work as Enumerators and even as Supervisors, where necessary, for railway areas, in giving the exact location of far flung residences along the railway lines like gatekeepers' lodges or gang-men's quarters for communication to the concerned Tahsil Officers, in the numbering of railway quarters in general sequence within the municipal or village limits, in furnishing information regarding the location of ballast trains, in the despatch of census material to some of the district headquarters, etc. I, therefore, suggest that the practice of appointing a senior railway official as Railway Census Officer for such co-ordinating purposes should continue while the archaic conception of treating all railway areas as a distinct jurisdiction should be given up.

15. *Jurisdictions of Hyderabad and Secunderabad Municipalities and Cantonments.*—In

this connection it may be specially mentioned that in some of the previous censuses attempts were made to group a number of surrounding villages under Hyderabad Municipality. During this census, I felt that the Census Superintendent should not upset primary statistics by creating imaginary jurisdictions which had no administrative reality. This eliminated all unnecessary complications. But the difficulty was that in some places the boundaries of Hyderabad and Secunderabad Municipalities and of Hyderabad and Secunderabad Cantonments were not clearly demarcated. In fact at an advanced stage of enumeration arrangements, it was discovered that there were some pockets lying 'unowned' by all these bodies. A special conference of all the concerned authorities was called to discuss ways and means of solving this problem. The decisions taken at the conference are given in Appendix D.

16. *Administrative problems and recruitment difficulties.*—The pre-enumeration period of 1951 Census coincided with a period of unprecedented strain on the administrative machinery of the State. A large number of lent officers who had been working for over two years in the districts as Collectors, Deputy Collectors and Tahsildars were returned to their parent States during 1950 and the first quarter of 1951. These changes affected not only the districts, the sub-divisions and the tahsils where these officers had been posted but almost the entire State on account of the large scale transfers or promotions of officers to fill these vacancies. Most of the clerical and other posts in the lower cadres, particularly in mofussil areas were vacant for lack of qualified persons or were filled with persons newly recruited. The complications resulting from the multiplicity of languages in the State were aggravated by the introduction of English in official correspondence at higher levels and of the different regional languages at lower levels instead of Urdu and the existence at both these levels of a large number of Government employees unacquainted or insufficiently acquainted with the languages concerned. Further, office methods and procedure were being adjusted to suit new conditions and the changed outlook. The integration of the numerous non-Government Illaqs with the regular administrative units of the State and the

creation of many new tahsils and the alteration of many old tahsils were followed by various problems though of a temporary nature. Conditions were far from being peaceful in some parts of the State. A large number of village officers had been removed from service or were unwilling to work in certain areas. Besides these problems peculiar to the State, the administrative machinery was weighed down with the procurement and the distribution of foodgrains and pre-election work, etc. That in spite of these obstacles the census officers succeeded finally in recruiting the requisite number of hands and carried through the enumeration work *entirely on a voluntary basis* was due solely to the keen and continued interest evinced by Hyderabad Government in census work.

The Chief Secretary had first issued a circular to all offices stating that Government employees should accept and perform readily any work connected with census enumeration which may be entrusted to them by census officials. Further, the officers were directed to exempt their staff recruited for census work from office attendance to the extent required during the enumeration period as well as the period of training preceding it. In spite of this circular, various census officials started complaining about the indifference of some departments and offices in this regard. Consequently, the Chief Secretary in a subsequent circular issued a stern warning to all the authorities concerned to the effect that serious notice would be taken in case the co-operation expected was not extended readily and in time. In the same circular the Collectors were directed to convene emergent meetings of all the Heads of Offices in their respective districts for solving recruitment and training difficulties. Things improved considerably in the districts as a result of this circular. But the Census Officers of both Hyderabad and Secunderabad Municipalities continued their complaints about the non-extension of requisite facilities by some of the offices to the employees engaged on census work and the persistence of some offices in demanding exemption from such work. In order to overcome these difficulties a conference of all the Secretaries to Government, Heads of Departments and other senior officials was convened on the 6th of January, 1951, in the Assembly Hall. I first addressed the con-

ference indicating the distinctive features of the 1951 Census and the volume of work which the Supervisors and the Enumerators were called upon to do in connection with it. The Chief Secretary then addressed the conference and made it very clear that no department, except the Police, would be exempted from census work and desired the Secretaries and Heads of Departments to warn all their subordinates that disciplinary action would be taken against all Government employees who failed to co-operate fully in making census enumeration a complete success. He directed them to see that no government employee engaged on census work was transferred from the area in which he was functioning, unless it was absolutely essential. In case of such transfers, he desired that intimation should be given to the concerned census officer sufficiently in advance for making alternative arrangements. This conference had the desired effect. Enumerators and Supervisors drawn from all departments and offices right from the Chief Secretariat to primary schools attended thenceforth to their duties without any further hitch.

During the present census Divisional Census Officers and Charge Superintendents of Hyderabad and Secunderabad Municipalities visited various offices located in the City for a preliminary selection of suitable persons for enlistment as Enumerators and Supervisors. Subsequently, the persons thus selected were interviewed in batches in the Municipal Offices for the final selection. This procedure could be followed profitably in future censuses also. But one of the defects which I noticed during the present enumeration was that some offices were taxed unduly while some managed to escape without contributing even a single person to work as an Enumerator.

17. *Strength of subordinate staff.*—In previous censuses due to the old practice of the one-night census, the number of houses allotted to each Enumerator used to be very small. Even during the 1941 Census, when 15 days had been allotted for enumeration purposes and 12 days for checking by Supervisors, the limit specified was 100 houses or roughly 500 persons per Enumerator. But it was felt that this limit was too low and it was, therefore, raised to 200 houses or roughly 1,000 persons per Enumerator.

This meant enumeration of only 10 houses or roughly 50 persons per day for the enumeration period of 20 days. Even if desirable, due to the paucity of suitable hands and the necessity of recruiting Enumerators from amongst Government employees only, it would not have been practicable to provide for Enumerators on a more liberal basis. The position with regard to the number of Charge Superintendents, Supervisors and Enumerators recruited and the average number of persons enumerated by each Enumerator in the last three censuses would be obvious from the following statement:—

Particulars	1931	1941	1951
Number of Charge Superintendents	789	775	880
Number of Supervisors	7,953	5,249	4,848
Number of Enumerators	78,066	53,951	26,840
Average number of Supervisors per Charge Superintendent	10.08	6.77	5.51
Average number of Enumerators per Supervisor	9.82	10.28	5.54
Average number of persons enumerated by each Enumerator	184.92	302.84	694.82

It will be observed from the above that while the number of Charge Superintendents increased slightly in 1951 as compared with the 1931 and 1941 censuses, the number of Supervisors decreased slightly and the number of Enumerators decreased sharply. Compared with the 1931 figures, the strength of the staff called upon to perform census work in 1941 showed a decrease of about 31 per cent. The corresponding decrease in 1951 Census as against the figures for 1941 was about 46 per cent. But on an average the Enumerator of 1951 Census enumerated about twice the number of persons enumerated by his predecessor in 1941 and about four times the number in 1931. The districtwise distribution of the figures indicated above for 1951 Census is given in Appendix E. It will be observed from the Appendix that the largest number of persons enumerated on an average by each Enumerator was 813 in Hyderabad District and the smallest was 605 in Warangal District. For obvious reasons, the number of persons enumerated on an average by each Enumerator was more in urban than in rural areas. I personally feel that the best

policy to adopt in future would be to keep the strength of the Enumerators as low as possible, recruit the best of the employees available in Government departments and offices and arrange for increased concessions to be extended to them for census work by their parent depart-

ments. Under the present system of administration and census enumeration there is no alternative to the Patwari as the Enumerator in rural areas. Consequently, all measures taken to improve his efficiency will have a direct bearing on the efficiency of future censuses.

CHAPTER III

TRAINING OF CENSUS STAFF AND CONCESSIONS EXTENDED TO THEM

18. *Importance of training.*—A U. N. O. census publication quotes an experienced Canadian Census Officer as stating that “if you have three weeks to make a census enquiry use two of the three weeks for drawing up the questionnaire.” If I were to be given such a time schedule, with my brief experience of census, I would add “and devote six out of the remaining seven days for the training of the Enumerators.” The importance of training Enumerators under any system of enumeration can hardly be exaggerated. In a country like India, where the educational standards of both the citizens and the Enumerators vary considerably from State to State, the more backward of the States have a heavier task in this regard. I trust I will not be accused of lack of ‘local patriotism,’ if I consider Hyderabad as one of the backward States in India. I hope that by next census the general literacy in the State (which now stands at 9 per cent.) would have increased by leaps and bounds and with it the educational standards of our Enumerators, particularly in rural areas, would have also shown a marked improvement. But then my successor may be faced with a census questionnaire considerably more detailed than the present one.

19. *District and Tahsil Conferences.*—Census conferences were arranged at the headquarters of each district. In addition to this, similar conferences were also held at the headquarters of a revenue sub-division in Nalgonda, Raichur and Gulbarga Districts. These conferences were presided over by the Collectors and addressed by me—except in the case of Bhir, where the Collector was absent from his headquarters on account of some pressing engagement elsewhere. The Divisional, the Tahsil and the Municipal Census Officers and quite often a large number of the Charge Superintendents, Supervisors and sometimes even Enumerators

attended these conferences. The conferences were generally held in the Collector’s court room, but in some cases due to larger audiences, cinema theatres, etc., were used for the purpose. My address used to last for about four to five hours and was sometimes delivered in two sittings. Important points were covered again in Urdu in order to make sure that every officer present understood them fully. The chief purpose of these conferences was to explain each of the fourteen census questions. In practice the whole of the booklet ‘Instructions to Enumerators’ (vide Appendix B) used to be covered. Those present were encouraged to clear their doubts with regard to any of the census questions or allied matters. Similar conferences were held by me in the Office of the Garrison Engineer in Secunderabad Cantonment and in the Offices of Secunderabad and Hyderabad Municipalities. At a later stage of enumeration, with a view primarily to sustaining the enthusiasm of all the census staff in Hyderabad City, I addressed two meetings in the Assembly Hall which were largely attended by Enumerators and Supervisors. In addition to these conferences at the district level, two of my Assistants, Messrs. P. Gopal Rao and G. G. Laulkar, held similar conferences at various tahsil headquarters, etc. Such conferences were presided over by either the Divisional or the Tahsil Census Officers and were generally attended by all Charge Superintendents, Supervisors and Enumerators. These conferences were addressed by Mr. Gopal Rao in Telugu and by Mr. Laulkar in Marathi, and the more important of the questions needing special emphasis and clarification were also explained by them in Urdu. In all about 100 such conferences were held throughout the State. All of us used at these conferences a ‘roll up’ rexine blackboard with an ‘enumeration slip’ reproduced on it in white for purposes of demonstrating the manner of

recording the location code numbers and the answers to each of the census questions on the enumeration slips.

20. *Detailed training arrangements.*—The training of Enumerators, Supervisors and Charge Superintendents was entrusted to District, Divisional, Tahsil, Municipal, and Cantonment Census Officers. Detailed instructions were issued to them in advance in this connection. It had been originally specified that each Divisional Census Officer should see that every one of his Charge Superintendents, Supervisors and Enumerators attended at least two of his regular classes and each Tahsil Census Officer should see that each one of his subordinate census officers attended at least four of his regular classes—each Enumerator was to have thus attended in all six classes before the commencement of enumeration. The Divisional Census Officers were instructed to obtain fortnightly progress reports in this regard from each of their subordinate gazetted census officers in the prescribed form and forward them with their own remarks to the District Census Officer. At the end of this training, each of the Supervisors and Enumerators was to be tested individually by them and to those who had assimilated the enumeration procedure satisfactorily a certificate was to be issued on the following lines:—

“ I have satisfied myself to the effect that Mr., Charge Superintendent / Supervisor / Enumerator is thoroughly trained in Census Enumeration and all other allied matters.

Signature

Tahsil Census Officer.

*Countersignature of the
Divisional Census Officer.”*

Later about the end of December, 1950, the Revenue Minister (Shri B. Ramakrishna Rao) issued the following directive personally to each of the Collectors:—

“ In August of this year when we met at a conference at Shah Manzil, I had impressed the fact that the District, Divisional and Tahsil Census Officers have a very important task to perform in census operations particularly

in the selection of suitable Supervisors and Enumerators and their subsequent training and personal checking during the actual enumeration stage. The time for census is now drawing near, and the success of census operations in your district will entirely depend upon the energy and enthusiasm that you will display in this regard. The forthcoming census is the first census of Free India, and is distinguished by the collection of important data pertaining to economic status of individuals and collection of more scientific educational statistics. Another feature of this census is the starting of the National Register of Citizens. This Register is going to play a very important part not only in the day to day administration but will also form the basic material for important social and economic inquiries including inquiries regarding the condition of backward classes and tribes. It has now been finally decided to revise Electoral Rolls from year to year with the help of this Register. The 1951 Census is, therefore, no longer merely a matter of throwing up some decennial reports. It is a work which, if not satisfactorily completed, will do considerable damage to district administration. In view of this, I trust that you will leave no stone unturned to see that census operations are a thorough success in your district. I learn from the Census Superintendent that he had issued a circular in which he had indicated that every Divisional Census Officer should see that each one of his non-gazetted Charge Superintendents, Supervisors and Enumerators attends at least two of his regular training classes, and that every Tahsil Census Officer and gazetted Charge Superintendent should similarly see that every one of his subordinate census employees attends at least four of his regular classes by the end of December, 1950. But I am informed that the progress of this training is not even throughout the State. I have, therefore, directed him to extend the period of training up to the end of January, 1951, and to increase the number of classes prescribed above by 1 and 2 respectively so that when the Enumerators and Supervisors start enumerating and checking, they would have attended at least 9 classes in all. These additional classes could also be utilized to explain fully the recent changes made in

Census Question No. 1 to meet the requirements of future Electoral Rolls and the manner of writing the National Register of Citizens. In this connection I would like you also to preside over a few classes in your district—if possible, one at least in each of your Tahsils.

(2) I would like to have subsequently from you a detailed report of the work turned out in this connection by each one of your Divisional and Tahsil Census Officers. I do intend pursuing the Revenue Secretariat endorsement No. 4516/91/4 B. 50, dated 18-4-1950 which prescribed that census work should be taken into consideration in cases of future promotions, etc. In case the work is slack in any of your Tahsils or Divisions, I should like you to issue strict warnings to the officers concerned that serious consequences will result if they are negligent in this regard, and also to see that all proper measures are taken to make up for the negligence. You should utilize every available source to see that the training is thorough and no weak spots are left anywhere. All your Census Officers should be asked to be regular in submitting their reports in this regard to you."

In accordance with this directive the number of training classes were increased from six to nine. During these additional training classes, the census officers were directed to concentrate on individual tests of Supervisors and Enumerators and to arrange for practice enumeration on a sample basis and to check up the slips filled by the Supervisors and Enumerators. They were asked particularly to concentrate on Part 1 of Question 9 (Economic Status—Dependency) and Question 10 (Principal Means of Livelihood). In addition to these regular training classes, in the instructions issued to Supervisors, they were asked to arrange for study groups and also to hold practice enumeration. In one of the very early circulars issued in this regard, the Tahsil Census Officers were asked to see that such of their village officers as were not fully conversant with Indian International Numerals learnt them thoroughly at the earliest opportunity. Thorough knowledge of these numerals was necessary both for house-numbering purposes and for the entry in the enumeration slips and the National Registers of the numerical contractions which were specified for the more com-

mon of the answers to the census questions. If the village officers had been allowed to use one or the other of the various numerals in vogue in the State, there would have been considerable confusion. In this State many persons are accustomed to use the script of one language and the numerals of another and very often the same characters mean different digits in different languages. All these instructions may appear to be elaborate. But the final performance of the Enumerators particularly with regard to Question 3 (Age) and Question 11 (Secondary Means of Livelihood) cannot be considered as wholly satisfactory. Even with regard to Question 10 (Principal Means of Livelihood) there were numerous cases of answers inadequate for purposes of the detailed tabulation which followed. In a few cases the census pads and National Registers had to be returned for properly recording the answers. In view of all this I consider that the training should have been more intensive. In future censuses, particularly if the questionnaire or the subsequent tabulation is going to be more detailed, I would suggest the appointment of training officers at gazetted level, one for two districts. These officers should first be trained at the Office of the Superintendent of Census Operations, or, if possible, at some regional centres in India and then deputed to the districts for giving the finishing touches to the training of the Supervisors and Enumerators. I use the words 'finishing touches' because it would not be advisable for various reasons to shift the responsibility of training from the district officers. In fact, it would be worthwhile to make the Deputy Collector exclusively responsible for the training of all census staff within his jurisdiction and to induce the State Government to withhold the transfers of all Deputy Collectors for a period of at least three months preceding the enumeration and till the despatch of the provisional figures. The assistance of the Tahsildar should, of course, be also available to the Deputy Collector for such purposes.

21. *Concessions extended to Census Staff.*—In the past it was the practice to grant general holidays for enumeration or checking purposes. In 1941, the 1st, 2nd and 3rd of March were declared as general holidays. These holidays were probably granted with a view to enabling (a) the census staff to devote their time exclusively for census work, and (b) the head of the

household to be present at his house when the enumeration staff visited it. With the enumeration now extended over many days it is no longer difficult for an Enumerator with about an average sense of duty to contact each head of the household or at least some responsible member of it either in the morning or in the evening of one of the many days allowed for the purpose. Further, granting of holidays by itself would not guarantee the presence of the head of the household in the house. In rural areas such holidays would serve no purpose at all. In urban areas it would actually render the task of the Enumerator more difficult by the temporary influx and exodus of people. To derive the full benefit of such holidays, measures restricting the movements of the people during this period would have also to be adopted. Such measures, even if legally possible, would detract from the very spirit of census enumeration and mean a huge 'lock up' of man-power. Under these circumstances it was felt that the State Government should be pressed to extend greater concessions to the census staff than in the past in lieu of these holidays.

During the present census in accordance with a Chief Secretariat circular the following concessions were granted to the census staff:—

- (a) Exemption from office attendance up to 12-30 p.m. and after 3-30 p.m.

from 9th to 28th February, 1951.

- (b) Full exemption from office attendance from 1st to 5th March, 1951.

In addition to this, Enumerators were exempted from office attendance to the extent required during the pre-enumeration period for attending the training classes, etc. In actual practice most of the offices allowed even greater facilities to the Enumerators. I think that in future censuses also the practice of granting general holidays should be given up and instead the State Government should be requested to grant yet greater concessions to the census staff. In this connection, I may mention that in Hyderabad and Secunderabad Municipalities a tendency was noticeable among some Enumerators in the earlier stages to absent themselves both from the training classes and their offices on the plea that they were engaged at the 'other place'. This tendency, however, soon disappeared with the increasing consciousness among them of the importance of the work and the introduction of a system of 'attendance cards' which had to be signed by the Charge Superintendents concerned in witness of the Enumerator's preoccupation with census duties and which had to be produced in the parent office.

CHAPTER IV

HOUSE-NUMBERING AND LOCATION CODE

22. *House-numbering no longer a mere census pre-requisite.*—There is no doubt that house-numbering still remains the starting point in census enumeration arrangements. But this physical identification of each house, in other words of each social unit, is now a pre-requisite for various other purposes as well. It is indispensable for the collection of many taxes levied by local bodies. It is necessary for activities connected with public health and sanitation and planning and improvement in towns and villages. It is the base on which the draft electoral rolls are prepared and social enquiries are conducted particularly when such enquiries happen to be on modern methods of sampling. In view of all this, in the present census, unlike in the previous ones, house-numbering had to be viewed as a permanent and abiding feature of local administration. It was, however, obvious that if local bodies were allowed to have their own numbering, the Electoral authorities another, the Rationing organisation a third one and so on, it would result in considerable confusion defeating the very purpose in view of all these organisations, namely the physical identification of every house. It would also result in duplication of expenditure and waste of time and energy. Besides, the average citizen may not very much relish the idea of his door looking like a school black-board during the lunch interval.

23. *Golden rules for house-numbering.*—The Census Commissioner of India had taken the initiative in this regard as early as in 1948 and had requested the State Government to arrange for house-numbering throughout the State in a manner in which a single number, forming part of a single intelligible system, could identify a social unit for all purposes. In this connection he had suggested the following ten 'golden rules' to be kept in view:—

(1) The essentials are (1) every 'social unit' should be readily identifiable from outside at any time and by any enquirer. This means a number which will not change but will attach itself to this social unit so long as it exists; (2) a social unit is every dwelling with a separate main entrance.

(2) For purposes of population round-ups we have to visit every place where human beings may be found. Places such as mosques, sarais, etc., therefore, even though not in the technical sense dwellings, should carry numbers which can be used to ensure full cover.

(3) All such places can be numbered either within the main dwelling sequence or separately but on the whole convenience indicates the first approach.

(4) If we have identified every social unit by an appropriate number, then there can be no grounds for different departments, etc., applying different numbers.

(5) One authority therefore should allocate the numbers and this should be the general administrative authority concerned, *i.e.*, the Municipal Corporation, Town Council, Union Board, Village Officer. No one else should put a number on a house.

(6) The builders of new constructions should apply to this authority for numbers and should mark these on the buildings when complete.

(7) As far as possible numbers should always be in the same place; at or near the centre of the door lintel.

(8) The system should be such as to avoid very large numbers, *i.e.*, by the use of ward numbers, etc., in a large city.

(9) In large cities, sketch maps showing the ward layout and where number 1 house

exists should be shown at appropriate road junctions, etc., where they will be of most use.

(10) The citizen should be encouraged and where possible required to quote his house number and in general everything done to strengthen the realisation that this number is in fact his as much as and indeed more so than the State's.

24. *Finalisation of Instructions and their important features.*—A set of instructions regarding house-numbering was framed by me keeping in view the ten rules quoted in paragraph 23 above. These instructions were then circulated among the various Secretariats and Departments concerned, or likely to be concerned. Subsequently, the draft was considered at a meeting attended by representatives of Railway, Supply and Rationing, Local Government, Elections and Police Departments and of Hyderabad and Secunderabad Municipalities and certain amendments were made in it. The draft as amended was approved of by Hyderabad Government and notified in the Gazette for implementation all over the State and for the information of the public. A copy of the Instructions is given at Appendix F. In the Instructions, a house was defined as a dwelling having a separate main entrance. But it was specified that not only houses, but all places like temples, shops, etc., where human beings resided or were likely to reside, should also bear numbers. The place where the number was to be marked on the structures, the manner of marking it and the material to be used for the marking were all prescribed. It was laid down that (a) in small villages houses should be numbered in one series; (b) in big villages compact blocks should first be formed with about hundred houses in each block and houses then numbered in separate series in each block; and (c) each hamlet, whether attached to a big or a small village, should, if possible, be treated as a distinct block of the concerned village. It was also laid down that in towns and cities compact wards should first be formed and each ward subdivided into compact blocks and then wards should be numbered within each town or city, blocks within each ward and finally houses within each block. A few systems for allotting the numbers house by house as well as the procedure for number-

ing new houses which might be built subsequently were also indicated. It was further specified that the municipal authorities in municipal areas and the patwari in other areas were to be in charge of numbering. It was prescribed that an initial record of the number of buildings, subdivided into residential and non-residential, should be prepared accurately and thereafter it should be brought up-to-date annually. It was recommended that along with the records mentioned above, maps should be prepared and maintained indicating the boundaries of blocks, the layout of streets and the numbers of the houses situated in each street. The Tahsildars and the Revenue Inspectors were directed to check up during their tours that house numbers were being properly maintained.

25. *Implementation of Instructions.*—The House Numbering Instructions were translated into and printed in Urdu and all the regional languages for distribution amongst patwaris, municipal employees, etc. The total expenditure incurred on printing these Instructions including the cost of paper amounted to O.S. Rs. 2,053. In addition to these Instructions, a number of circulars were issued elucidating some of the points raised in connection with the implementation of the Instructions or indicating the defects which were noticed in house-numbering during the course of my tours. Regular progress reports were also obtained from the authorities concerned. Though the work was to be completed by the first week of June, 1950, it actually dragged on for a few months more in case of many tahsils and towns.

By about the end of 1950, it was noticed that house-numbering done earlier required to be brought up-to-date. A few houses which were subsequently built had not been allotted sub-numbers and in some cases numbers although marked in coal tar or sometimes even in paint had worn off or had become illegible. Again the numbers on many houses had been effaced when they had been whitewashed or painted with 'geru' prior to important festivals or events in the house like marriages, etc. In some cases the original numbering was found to be very defective. In view of all this the municipal and revenue authorities were instructed to bring house-numbering up-to-date during the first fortnight of January, 1951. In the instructions

issued to Supervisors and Charge Superintendents, they were directed to inspect their areas with their Enumerators and check up the numbers. These measures went a long way in eliminating subsequent omissions of dwellings from enumeration.

26. *Provision of funds for house-numbering.*—It was obvious that if numbers were to be marked in coal tar or paint instead of the usual 'geru' (ochre), adequate funds would have to be provided for the purpose, at any rate for the non-municipal areas in the State. Consequently, on my recommendation a sum of Rs. 25,000 was sanctioned in March, 1950, for implementing the Instructions and subsequently an additional sum of Rs. 3,000 was sanctioned in November, 1950, for bringing house-numbering up-to-date during January, 1951. The districtwise allocation of this amount is given in Appendix G.

27. *Numbering of houses in Railway Areas.*—All railway authorities in the State, namely N.S., M. & S.M., G.I.P., and B.L. Railways had consented to treat station premises and residential quarters, etc., attached thereto as distinct wards or blocks of the concerned village, town or city. The district or municipal authorities were instructed to first allot numbers to these wards or blocks within the general scheme adopted for the concerned village, town or city and then the railway authorities were asked to number the houses located within such wards or blocks in accordance with the general instructions pertaining to the numbering of houses. As regards scattered railway premises like gangmen's quarters, gate-keepers' lodges, etc., the village or municipal authorities were directed to number them in the same manner as other scattered dwellings within the limits of the village or town. My letter to the Deputy Chief Engineer, N.S. Railway, containing detailed proposals in this regard which were agreed to by the authorities of all the railways in the State is given in Appendix H. This agreement eliminated, right from the very beginning of enumeration arrangements, the necessity of treating railway areas as distinct from the village or the municipal areas within which they fell geographically. It was, however, noticed that in a number of cases instead of treating the station yard as a distinct block of the village or town, the yard itself was included within the limits

of one of the blocks in the main village or town. This should be set right as such a procedure is not conducive to the maintenance of numbering by the railway authorities in railway areas.

28. *Numbering of houses in Municipalities and Cantonments.*—In this connection, the work done in Hyderabad and Secunderabad Municipalities deserves particular mention. In Hyderabad Municipality the blocks were uneven in size, sometimes with no clear demarcation of boundaries. No account had been taken of new structures built within the premises of older ones with the result that the aim of the existing system appeared more to be identification of real estates rather than houses. Besides, the numbers had been marked very unmethodically. The Executive Engineer, District Water Works, who had an intimate knowledge of the layout of the Municipality on account of his having been associated with the drainage work in the area, was specially deputed to assist the municipal authorities in the division of wards into compact blocks of about 1000 houses. Metal plates painted in white with numbers in black were used for the numbering of houses. The total expenditure incurred in this regard amounted to O.S. Rs. 26,719-13-0. Secunderabad Municipality followed suit dividing its area for the first time into compact wards and blocks. Similarly, most of the Municipalities in the State had their numbering done afresh. A few brought their existing numbering up-to-date. The Hyderabad, Secunderabad and Aurangabad Cantonment authorities also renumbered their houses in accordance with the general instructions issued in this regard.

29. *Improvement and maintenance of house-numbering.*—The measures that have so far been taken have succeeded in convincing all the authorities concerned of the necessity of the institution of a single number forming part of a single intelligible system for identifying a social unit for all purposes and have also demonstrated that a single system of numbering could be devised to serve all requirements. They have resulted in the establishment of the healthy precedent of the expenditure on numbering being generally met in municipal areas by the Municipalities themselves. They have provided excellent coverage for the 1951 Census enumeration. But they are not sufficient by

themselves to guarantee the maintenance of house-numbering or ensure its improvement wherever the allocation of numbers, house by house, continues to be defective. In order to achieve this objective, I recommend the following administrative and legal measures:—

(a) The responsibility of numbering houses in all areas under local bodies should be definitely entrusted to the Chief Executive Officers attached to such local bodies. This responsibility, as well as the general principles governing the manner of numbering houses suitable for all administrative purposes, should be incorporated in a separate set of rules framed under the relevant enactments pertaining to local bodies. The rules should further provide for the maintenance of requisite records and an intensive checking of house-numbering annually preferably during the first fortnight after Diwali. Adequate recurring provision should also be made for this purpose in the budgets of all local bodies.

(b) The responsibility of numbering houses in all other areas should be entrusted to the Tahsildars. Provisions indicated at (a) above should also be incorporated in the relevant manuals of the Revenue Department. The Deputy Collectors should be enjoined to supervise the maintenance of house numbers in such areas and also to review it annually.

(c) The Census Act no doubt provides for a fine of Rs. 1,000 in cases of the removal, obliteration, etc., of house numbers marked for census purposes. But the average citizen is absolutely ignorant of this provision. In the past he has witnessed many authorities giving their own numbers for purposes which appeared to him to be only momentary. Consequently, when he whitewashes his house prior to important festivals or events, he wipes these numbers away as light-heartedly as he does other marks on his doors and walls. In such cases it is neither desirable nor worthwhile to launch a prosecution under the Census Act. If house-numbering is to be maintained on a permanent basis, it is absolutely essential that citizens must be made to realise that house numbers cannot be meddled with. For this purpose a provision should be made in the rules

framed under the Census Act for the compounding of such offences by officers nominated for the purpose by the State Government.

The very association of house-numbering with census enumeration, or the preparation of voters' lists, or any other administrative operation which is conducted only periodically, is not conducive to its maintenance on a permanent basis. Besides, it will permit the authorities in charge of such operations to concentrate on more important aspects of their work, if they can take maintained house-numbering to be as much as established fact as the grouping of villages into tahsils, and of the tahsils into districts.

30. *Necessity for framing Location Code.*—The necessity of framing a Location Code for the State had also been pointed out by the Census Commissioner of India in 1948. The framing of such a code merely meant the extension of the principle underlying the numbering of houses, namely the identification of basic units by specific and systematically allotted numbers to cover the villages, towns, tahsils and districts of the State. A Location Code would be useful not only in census enumeration but also in other administrative activities. For example, it would eliminate considerable labour if the village school teacher, the patwari, etc., could be made to refer to their village, tahsil and district in terms of specific numbers in their various routine correspondence. Or again, only these numbers could be printed on all the forms, registers, etc., in use by such officers instead of printing the names in full. Besides leading to clarity and brevity, the over-all saving in time and money resulting from the use of such numbers would be tremendous. But for the successful institution of a Location Code for all purposes it was essential that (a) the numbers were allotted on some systematic basis and (b) the jurisdictional map was clear and not likely to be changed constantly.

31. *Location Code published by Hyderabad Government.*—The framing of a Location Code for Hyderabad State was held up in view of the reconstitution of tahsil and district boundaries consequent on the integration of non-Government Illaqas. This integration was finally

announced in April, 1950. Prior to this, I was in touch with the revenue authorities in the State and it was agreed that numbers should also be allotted to the districts, tahsils and villages under the integration scheme itself on lines indicated below:—

(a) The districts were to be numbered within the State in one serial starting from the district which contained the headquarters of the State. The district immediately to the south of the first district was to be allotted the second number. The remaining districts were then to be numbered in clockwise order according to contiguity.

(b) The tahsils were then to be numbered within each district in a separate serial for each district starting from the tahsil which contained the headquarters of the district. The tahsil immediately to the south of the first tahsil was to be allotted the second number. The remaining tahsils within the district were then to be numbered in clock-wise order according to contiguity.

(c) The revenue villages (including deserted villages) were to be numbered within each tahsil in a separate serial for a tahsil. But they were first to be grouped in the order of Revenue Inspector's Circle and within each Circle they were to be arranged in a clock-wise manner according to their contiguity.

(d) Hamlets were to be numbered under the concerned villages alphabetically with an independent serial for each village.

The numbering of districts and tahsils was done jointly by me and the Deputy Secretary, Revenue Department, whereas the numbering of villages was left to be attended to by the Collectors. A detailed list of the reconstituted districts, tahsils and villages was published by Government in Gazette No. 21, dated 23rd April, 1950, which contained both the names and numbers (allotted as indicated above) of all the districts, tahsils and villages in the State.

32. *Defects in published Code and its alteration for census purposes.*—The detailed list of districts, tahsils and villages published in the Gazette was subsequently found to be faulty due to the repetition in different tahsils of the names of some villages, the omission altogether of the names of some villages and the inclusion of some

villages as hamlets and vice versa. In quite a number of cases villages were subsequently transferred from one tahsil to another or from one Revenue Inspector's Circle to another. In view of this the village numbers specified in the Gazette could not be used for purposes of census enumeration in all cases. But the immediate framing of a Location Code was of great importance to enumeration, if each of the twenty-six thousand and odd Enumerators were to be saved the trouble of writing in full on six hundred and odd enumeration slips the names of the district, the tahsil and the village. I was, therefore, forced to instruct the Collectors to revise wherever necessary the numbers allotted to the villages in the Gazette in order to rectify the defects mentioned above. It took sometime for finalising the Location Code. Circulars had to be issued and considerable correspondence had to be undertaken in this regard. In this connection, it may be mentioned that while all the revenue villages in a tahsil were numbered in Indian International Numerals, all the urban units (i.e., the towns) in the tahsil were allotted numbers under a separate Roman serial adopted for each tahsil. A separate Roman serial had to be given to urban units because most of them consisted of only a portion of a revenue village or portions of more than one revenue village, and they could not, therefore, be identified in terms of the numbers given to any particular revenue village. {Thus in case of both villages and towns the full Location Code adopted for enumeration purposes consisted of four elements, namely (a) the number of the district; (b) the number of the tahsil; (c) the number of the village or town; and (d) the number of the house. {The number of the house, which was written within brackets on each slip, consisted of the ward number, the block number and the number of the house, or only the block number and house number, or only the house number, depending on the divisions existing in the town or village concerned.

33. *The institution of a permanent Location Code.*—The question of the readjustment of some of the tahsil and district boundaries is under the consideration of Hyderabad Government. When the relevant proposals are finalised, it would be advisable to publish once again a detailed and complete list of districts, tahsils, villages and hamlets with numbers allotted to each

of them on some systematic basis such as indicated in paragraph 31 above. I would suggest that such lists should also be vetted by the Settlement Department before they are finalised and the names of villages should be printed

both in English and the regional languages concerned. No other Location Code except that which has been framed by the Revenue Department for revenue purposes has any chance of being adopted for all administrative purposes.

CHAPTER V

PUBLICITY

34. *Necessity for publicity.*—The necessity for a publicity campaign preceding census enumeration is recognised by all. It may be that in countries where the citizens are required only to answer promptly and to the best of their knowledge the questions asked of them by trained Enumerators visiting each and every household, such a campaign need not be so intensive as in countries where the citizens themselves have to record answers to all the questions on forms supplied by the census organisation. It may again be that in countries which have a well established tradition of censuses conducted at regular intervals, the necessity of such a campaign with a view merely to removing the widespread misunderstanding of the *bona fides* of the organisation does not generally arise. But the basic fact still remains that no administrative operation of comparable dimensions can hope to succeed if some amount of publicity does not precede it. The citizens must become conscious of census. They must know who will meet them for enumeration purposes and where and when. They must be made aware that the Enumerator is not a bill collector, or yet another official keen on detecting breaches of particular regulations. They must realise that the Enumerator's time is very limited and his patience not inexhaustible, particularly when he happens to be an honorary worker. They must also be acquainted to the extent possible with the questions that will be asked of them. Prior knowledge of such questions quickens the speed and increases the efficiency of enumeration. In short, the more it is known and appreciated that it takes two to make a census—the Enumerator and the citizen—the more confident can the organisation be of its ultimate success. Under the existing system of census organisation, publicity is considerably more important in towns and cities than in villages. In towns and cities the Enumerator and the enumerated are perfect

strangers. The Enumerator knows absolutely nothing about the persons he has to enumerate and the latter are not in touch with the Enumerator prior to enumeration. But in villages the Enumerator knows most of the details about the persons he has to enumerate even prior to enumeration and the persons to be enumerated or at least a good proportion of the householders are also acquainted with the census programme, being constantly in touch with the Enumerator. Publicity in towns and cities is thus already as important an aspect of census organisation as any other. Its importance will increase in future censuses in geometrical progression to the increase in the size and number of urban units. The census organisers of the future will have to devote as much time to this aspect of the work as the organisers in the past were doing to the complicated and elaborate arrangements necessitated by the one-night census. Publicity will need large amounts and detailed planning in charge of a separate section of the Census Superintendent's Office.

35. *Attempts to make people census-conscious.*—During the present census, unlike in those of the past, an intensive attempt was made to make the people census-conscious. The success which attended it was due to the enthusiastic co-operation of the All-India Radio, Hyderabad and Aurangabad, the Information Bureau, the local Press and various official and non-official organisations. The incentive for all this co-operation was perhaps supplied by the consciousness that this census was unique in being the first census of Free India.

36. *Publicity through All-India Radio.*—In all, more than a hundred talks, dialogues, etc., pertaining to census were broadcast from the All-India Radio, Hyderabad and Aurangabad Stations, from October, 1950, to

February, 1951, in English and various languages of the State. Prominent among the speakers were:—

1. Shri B. Ramakrishna Rao, Revenue Minister (now Chief Minister).
2. Shri K. S. Vaidya, Member of Parliament (now Speaker of the State Assembly).
3. Shri D. G. Bindu, President, Hyderabad State Congress (now Home Minister, Hyderabad State).
4. Shri J. H. Subbiah, Member of Parliament and President, Scheduled Castes Federation, Hyderabad State.
5. Shri G. Ramachar, Member of Parliament.
6. Shri Baqar Ali Mirza, Member of Parliament (now General Secretary, Hyderabad State Congress).
7. Shri Abul Hassan Syed Ali, Member of Parliament.
8. Shri Janardhan Rao Desai, General Secretary, Hyderabad State Congress.
9. Shri J. K. Praneshachar, Editor 'Sadhana' (now General Secretary, Hyderabad State Congress).
10. Shri Gopal Rao Ekbote, Advocate, Hyderabad.

One of the Assistants of this office was specifically allotted the work of contacting the speakers and arranging details in consultation with the A.I.R. authorities. Included in these series were six talks on 'Mechanics of Census' five of which were broadcast by me. The sixth and final talk of this series was broadcast by Shri B. Ramakrishna Rao and constituted the high light of census publicity from the local A.I.R. stations. Advance notice of the more important of the talks was given both in the radio and the newspapers and the talks were listened to both in the districts and the cities of Hyderabad and Secunderabad. In addition to this, notifications, etc., regarding census were given prece-

dence by the All-India Radio. From 9th to 27th February, 1951, the Hyderabad Station set apart daily five minutes in its evening programme for the broadcast of notifications, instructions, etc., pertaining to census enumeration. Shri C. Rajagopalachari's message to Enumerators* (Appendix J) was also repeatedly broadcast. It may be mentioned here that in 1941 only one talk had been broadcast regarding census.

37. *Publicity through the Press.*—The Publicity Bureau was equally prompt in the distribution of Government notifications, press notes, radio talks, features, etc., among the local newspapers. Very often the Bureau had to take upon itself the tedious task of translating such items into the four main languages of the State. The local Press devoted considerable attention to the publication of census items. Notable among the items which received a good deal of publicity may be mentioned the Registrar-General's informal address to the Press at the Hyderabad Boat Club on 31st July, 1950, the more important talks broadcast from A.I.R., Hyderabad, the various notifications and press notes issued by Hyderabad Government in connection with 1951 Census, the concessions extended by Hyderabad Government to enumeration staff, the Census Questionnaire, the dates of enumeration and final checking, the progress of census enumeration, the inspection of enumeration work by Shri B. Ramakrishna Rao and Shri Phoolchand Gandhi and Shri Rajagopalachari's message to Enumerations. Many of the papers also wrote editorials stressing the importance of census and appealing to the public for full co-operation. Besides these, the newspapers gave timely publicity to the appeals of the leaders of certain groups among whom some unhealthy tendencies with regard to certain of the census questions were becoming noticeable.

38. *Publicity through other sources.*—In addition to publicity through the Radio and the Press other means of publicity were also made use of. About twenty cinemas in the State exhibited slides dealing with enumeration dates, etc. These slides were prepared in the Information Bureau and they constituted the only item of expenditure incurred in this connection

by my office. In addition to the exhibition of slides, the 16 mm. documentary film in Hindi entitled 'Figuring It Out' produced by the Government of India was shown in about a dozen cinema houses in Hyderabad and Secunderabad. Besides this, a 35 mm. Telugu film was also exhibited in certain mofussil cinemas. The publicity van of the Information Bureau constantly went round Secunderabad and Hyderabad during the enumeration period with placards regarding enumeration dates, etc. From the loud-speakers fitted in the van appeals were also made to the citizens at important centres of the City. The Boy Scouts also went round in some places in processions carrying similar placards and making similar appeals. In Warangal City volunteers of the Indian Conference of Social Workers gave a helping hand. Census badges in various colours had been distributed by some Municipalities among their enumeration staff and this had its own psychological effect both on the Enumerators and the citizens. Full use was also made of the Hyderabad Gazette for census publicity. Not only the various notifications and press notes relating to census issued from time to time by Hyderabad Government, but even the detailed instructions pertaining to house-numbering, enu-

meration procedure, the manner of filling in National Register of Citizens, etc., running into hundreds of pages were published in the Gazette both in English and Urdu. The Census Act of India which had become applicable to Hyderabad State was also republished in the Gazette for the information of the public. In addition to all this, Shri Rajagopalachari's message to Enumerators, which was translated into the four local languages and brought out in neat white handbills with the letters in royal blue, was transmitted to all the census staff prior to the commencement of enumeration.

39. *Inspection of enumeration work by Ministers for Revenue and Local Government.*—The Minister for Local Government (Shri Phoolchand Gandhi) inspected enumeration work almost daily for about a week in various localities of Hyderabad and Secunderabad Municipalities. The Minister for Revenue (Shri B. Ramakrishna Rao) similarly inspected enumeration work in Warangal City and a few villages of the State. These inspections, which were widely featured in the local newspapers, resulted in stimulating the interest of both the citizens and the Enumerators all over the State to a remarkable extent.

CHAPTER VI

PROVISIONAL TOTALS AND SAMPLE VERIFICATION OF 1951 CENSUS COUNT

40. *Scrutiny of enumeration work prior to despatch of totals.*—The Census Commissioner had specified 22nd of March, 1951 as the last date for the despatch of provisional totals to him. Actually the field work connected with enumeration ended on 3rd March, 1951, but it was thought inadvisable to press the district census officers for the hurried despatch of provisional figures. Full advantage was, therefore, taken of the period allowed by the Census Commissioner. The Collectors and the Municipal Census Officers were directed to communicate the provisional totals telegraphically to the Census Commissioner and by wireless to my office by the 20th of March. The Collectors were, however, directed to see that the intervening period was utilised for a detailed checking of the entries in the enumeration slips and the National Registers at the respective tahsil offices under the supervision of the Tahsil Census Officers. Similar arrangements were also prescribed for Municipalities under gazetted Municipal Census Officers. The detailed instructions issued by the Chief Secretary in this regard had specified that during this checking it should be verified that all towns and villages in the tahsil had been fully accounted for; no question had been left unanswered in any enumeration slip; the answer to Question No. 10 (Principal Means of Livelihood) was full and detailed, specific and classifiable; and there was exact correspondence between the entries in the enumeration slips and the entries in the National Registers not only with regard to the total number of persons enumerated but also with regard to the details entered about each person. The dates on which the provisional figures were received at this office from the various districts are given in Column No. (3) of Appendix K.

41. *Close approximation of provisional and final figures.*—The provisional population of Hyderabad State was 18,652,964. The final population, as determined after sorting and tabulation, was 18,655,108. This indicates that the final figure was in excess of the provisional figure by only 0.011 per cent. The following table indicates the comparative position in this regard with reference to the preceding two censuses:—

Census Year	Provisional population	Final population	Difference
1	2	3	4
1931	14,395,493	14,436,148	+ 40,655
1941	16,194,313	16,338,534	+ 144,221
1951	18,652,964	18,655,108	+ 2,144

The close approximation achieved in 1951 between the provisional and the final population figures becomes even more striking when figures for individual districts are examined. District-wise, the highest and the lowest percentage variations of the final population figures as against the provisional figures were 13.15 in Atraf-e-Balda District and 0.15 in Warangal District in 1931; 3.04 in Nizamabad District and 0.08 in Karimnagar District in 1941; and 0.43 in Aurangabad District and 0.002 in Warangal District in 1951. In 1931 in no district was this variation below 0.1 per cent. In 1941 in only one district it was below 0.1 per cent. In 1951 it was below 0.1 per cent. in fourteen districts of which ten districts recorded a percentage

variation actually lower than even 0.05. A districtwise statement of the 1951 provisional and final population figures is given in Appendix K.

42. *Sample Verification of 1951 Census Count.*—During the present Census, the Government of India considered that it was desirable to make a definite ascertainment of the degree of error present in the census count and consequently moved the State Government to take requisite action in the matter. The 1951 Census Count was accordingly verified on a random sample basis throughout this State some time after the enumeration. It was not practicable to cover the houseless population under this verification. Consequently, the verification scheme was framed only for household population which, however, accounted for 18,511,461 persons or about 99.2 per cent. of the total population of the State. In accordance with the detailed instructions issued in this regard. Gazetted Officers (Tahsildars, etc.,) visited 3,120 households selected for the purpose on a random sample basis in the Census Tabulation Office. They made personal enquiries at each of these households and with the help of the

National Registers verified the correctness or otherwise of the census count pertaining to them. They further ascertained whether three residential houses located nearest to each of the sample households were numbered for census purposes and indicated in the National Register concerned. The enumerated population of the 3120 households totalled 15,423. The verification indicated that (a) in all these 3,120 households there were 129 cases of under-enumeration and 49 cases of over-enumeration resulting in a net under-enumeration of 80, and (b) only two occupied houses located near these sample households were found unnumbered and omitted from the National Registers. On the basis of this verification, the actual household population of the State could be expected to be within the limits of 18,566,814 and 18,654,458 thus revealing that there has been an under-enumeration of the household population in the 1951 Census Count.* But this under-enumeration is only between 0.30 and 0.77 per cent. of the total enumerated household population. These figures establish both the remarkable progress achieved in census enumeration and the reliability of the 1951 Census Count.

*Full details of the verification are given in 'Review of the Sample Verification of 1951 Census Count', published separately.

CHAPTER VII

CENSUS ACT

43. *Amendment of Hyderabad Census Act and its repeal.*—The Census Act was put on the statute book in Hyderabad State as a piece of permanent legislation in Farwardi, 1350 Fasli, corresponding to February, 1941. Though, under the Constitution of India, census was included in the Union List, due to the provisions of Article 372 of the Constitution, it was obvious that the Hyderabad Act would continue to be in force in the State until repealed by Parliament. In view of this, steps were taken to amend the Hyderabad Census Act to correspond in all details with the Indian Census Act of 1948. The opportunity was utilized to include an additional provision specifically authorising Hyderabad Government to charge census expenditure incurred for areas falling under any Municipality or local body to the Municipality or the local body concerned, and recover the amount from its funds. The relevant section read as follows:—

“(1) Notwithstanding anything in any enactment or rule in regard to funds of any district, municipal, panchayat or other local authority, the Government may direct that all or any part of any expenses incurred in or for any area under the provisions of this Act or of the rules framed thereunder, shall be charged to the panchayat, or local authority, as the case may be, constituted for and on behalf of such areas.

(2) The expenses to be charged to the funds of any district, municipal, panchayat or other local authority under sub-section (1) shall be computed and paid to the Government at such rates and in such manner as the Government may by general or special order direct.”

The amending Act came into force on the 23rd January, 1950, but was shortlived for on the 16th of August, 1950, the Census (Amendment) Bill, 1950, passed by Parliament received the assent of the President. The object of this amendment was to extend the Indian Census Act of 1948 to the three States of Hyderabad, Mysore and Travancore-Cochin. Under this amending Act, the Hyderabad Census Act was expressly repealed.

44. *Enactment for recovery of expenditure from local bodies.*—The Indian Census Act of 1948 was published in Hyderabad Gazette prior to census enumeration in order to give further publicity to its provisions and its application to this State as well. Steps, however, could not be taken by me for getting through some suitable enactment empowering the State Government to charge and recover census expenditure from local bodies to the extent of the areas under such bodies. An enactment to this effect should be on the statute book sufficiently in advance of the next census.

CHAPTER VIII

PRINTING AND PAPER

45. *Printing work reduced to the minimum.*—Printing of the various forms, instructions, etc., is a great source of worry to all Census Superintendents in India. I had more than my share of this worry due to the fact that (a) unlike most of the other Superintendents in India I had to arrange for the printing of all enumeration slips, and (b) I had as many as five languages to deal with, namely English, Urdu, Telugu, Marathi and Kannada, and the printing facilities available in this State for the last three languages were very limited. Printing work was, however, reduced to the bare minimum by (a) cyclostyling as many of the circulars, etc., as possible, (b) eliminating some of the forms, etc., printed at previous censuses more as a matter of convention than as a necessity, and (c) making the various 'Instructions' as exhaustive as possible.

46. *Material printed and expenditure incurred.*—A list of all the material printed together with the number of copies printed and the cost of printing of each item is given in Appendix L. The total expenditure incurred on printing (excluding the cost of paper) for enumeration purposes was O.S. Rs. 47,336-9-8, equivalent to I.G. Rs. 40,574-3-8. Of this amount (a) O.S. Rs. 1,794-5-10 were paid to private presses for work allotted to them by the Government Press, (b) O.S. Rs. 518-15-0 were distributed among District Census Officers for meeting their printing expenses, and (c) the balance, i.e., O.S. Rs. 45,023-4-10 or 95 per cent. of the total expenditure was paid to Hyderabad Government Press for the work executed by them. It will thus be seen that almost the entire printing work connected with the 1951 Census was turned out by the Government Press. The Government Press executed all the work in time,

satisfactorily, and with a high sense of its national importance.

47. *Printing of enumeration pads.*—Particular mention has to be made here of the printing of enumeration pads for Hyderabad State. Considering the volume of work involved, the only course would normally have been to distribute the work among various presses in the State with the Government Press taking a major share of it. This would have led to considerable variations in standards of printing, many difficulties in exercising supervision over the progress of work, additional expenditure in collection of material, etc. In spite of all these there would be no guarantee that the required quantity would be printed in time. When proposals on the above lines were about to be finalised, I learnt that the Currency Offset Press in which the Hyderabad Currency Notes used to be printed was just then idle because of the non-availability of the special type of paper required for printing the notes. After discussions with the Director, Government Press, and the Secretaries, Finance, and Commerce Departments, the Offset Press was put on to the printing of enumeration slips and about 2 lakhs of pads, each containing hundred enumeration slips of an order hardly surpassed anywhere in India in any census, were printed in this Press. In spite of this a portion of the enumeration pads had to be printed in the litho section of the Government Press, using, however, the same plates which had been prepared for the Offset printing. Unlike in the preceding census, the paper used for the enumeration slips was also of a sufficiently good quality and caused no trouble to the Enumerators in the recording of answers to

census questions or subsequently to the Sorters during the sorting operations.

The total number of enumeration slips printed was 24,516,000 whereas the actual population enumerated was 18,655,108. This meant an excess of 31 per cent. This extra percentage allowed may look rather heavy. But even if some provision as a reserve to meet emergencies is not necessary during the next census on account of settled conditions in the State, I think it is not advisable to be very calculating in the number of pads to be printed. The worry and anxiety which is caused to thousands of honorary workers is not worth the amount which would be saved by reducing the number to conform to a strictly logical percentage. However well framed the pre-census calculations of population may be, there are bound to be frantic demands by the enumerating staff for yet more pads. Instead of brushing aside such demands completely, it would be better to meet them to an extent and permit them to concentrate fully on the more important aspects of census work. The number of pads actually distributed to each district is given in Appendix M.

48. *Language difficulties.*—There was considerable difficulty in determining the number of copies of the various Instructions to be printed in each of the languages concerned. English was rarely understood beyond the gazetted level. Urdu, which had served the needs of both the gazetted and non-gazetted employees of Government prior to the Police Action, had lost ground considerably. In quite a number of cases the village officers, school teachers, etc., could not read and write the prevailing regional language. Out of sheer 'bravado' requisition would first be made for the supply of the Instructions in the regional language, but later on demands would be made for the Urdu or the Marathi version. To overcome this difficulty, I had to make allowances for the demand of Instructions initially in the regional language and subsequently in Urdu or Marathi. To be on the safe side, the headings in the forms of the National Registers and the instructions on their title covers were printed in both the

regional language and Urdu. I trust that by next census tracts to which these problems are peculiar would have settled down to some definite language, whatever it be.

49. *Despatch of printed material to moffussil areas.*—During the 1951 Census, as a general principle, all enumeration pads, forms, and even instructions, etc., were sent by the Census Office only to the District Census Officers and they were directed to see to the distribution of the material among all their subordinate census officers. The procedure eliminated unnecessary correspondence and delays and led to a healthy centralization of responsibility at the district level. Whenever the material was in bulk, the Government Press was itself asked to pack it in convenient lots. The material used to be wrapped in rough paper and packed in deal wood boxes which were secured with iron straps. In some cases the material was transported by train or through the R.T.D. buses in pursuance of arrangements made previously with R.T.D. authorities, but in a majority of cases it was conveyed straight from the Government Press to the district headquarters in the Bedford station wagon of my office. Where the material was sent by train, the Government Press itself arranged for its transportation to the station and to its subsequent booking, etc., to the moffussil centres on the basis of despatch lists supplied by this office. An advance of O.S. Rs. 6,200 was placed at the disposal of the Government Press for facilitating printing work and the packing and transport of census material to the districts. As a result of these measures, all the material, except for 139 enumeration pads which were lost in transit by train, was received at the destination without damage or delay.

50. *Supply of paper.*—Due to the placing of bulk orders with the Sirpur Paper Mills through the Stores Purchase Organisation of the State and the very helpful attitude of the Hyderabad Stationery Depot in meeting all our special or pressing requirements, either on payment or on loan, there was absolutely no difficulty in the supply of paper required for enumeration purposes. Paper for both the title cover and the forms of the National Registers was obtained from the Stationery Department covers and the forms of the National Registers

covers was not received in time from Calcutta, I had to rush through the printing of the title covers with the best of paper available in the Hyderabad Stationery Depot. The paper received from Calcutta subsequently for the title covers was used for other purposes in this office. Details regarding the various types of paper

purchased are given in Appendix N. The Census Commissioner had permitted this office to obtain its requirements of paper, etc., from the Stationery Depot or Stores Purchase Organisation of Hyderabad Government. This procedure has numerous advantages and could be continued even in future.

CHAPTER IX

MISCELLANEOUS

51. *Motor vehicle for Census Superintendent's Office.*—In 1941 a Sedan body motor vehicle had been provided for the touring of census officers. During the 1951 Census, I had asked for a provision of I.G. Rs. 12,857 for the purpose, but on an objection raised by the Finance Department, the Census Commissioner had desired me to explore the possibilities of getting a vehicle, on loan or hire, from Hyderabad Government. After some effort, I managed to secure a Bedford station wagon (1946 model) on loan from Hyderabad Government. This wagon was very heavy for touring purposes and left the officers completely exhausted at the end of the tour. But the vehicle came in very handy for the transport of enumeration pads and other census material from Hyderabad to the district headquarters. Besides, it facilitated considerably the transport of material from the press to the Census Office, from the Census Office to railway stations, bus halts, etc. The details of the main trips made by the station wagon beyond the City are given in Appendix O. Fortunately, most of the Revenue Officers in the districts (including many Tahsildars) had been provided with jeeps by Hyderabad Government. These jeeps were placed at our disposal without any reservation whenever required for our visits to interior towns. I do not expect such advantages to be had during the next census. Hyderabad Government itself may not then have any extra vehicle to spare for the Office of the Census Superintendent. The Revenue Officers, if at all they continue to have jeeps or other vehicles, may not be in a position to place them at the disposal of the Census Superintendent or his Assistants for their tours to the interior towns. I am, therefore, of the opinion that simultaneously with the setting up of the Office of the Superintendent of Census Operations at least two vehicles should be provided for his office. One of them should be a jeep or a small touring

car and the other a station wagon capable of transporting census material to the districts, if so required.

52. *Authorisation to despatch messages through police wireless.*—The Government of Hyderabad had initially permitted me to despatch messages to the district census authorities through the Chief Electoral Officer of the State by Police wireless. As this procedure was causing considerable confusion, on my representation, my name was subsequently included among the officers authorised to issue messages to the district authorities through the Police wireless transmitters. This facility was extended to me up to the end of March, 1951. I must record here that this concession was of immense assistance to me in finalising my pre-census arrangements in particularly difficult times. I trust that the authorities concerned will find some suitable grounds for extending similar facilities to my successor in 1960-1961.

53. *Office requisites.*—I did not experience any particular difficulty with regard to office requisites, primarily because of the co-operation consistently extended to me by various departments in the loan of furniture, etc., to cover all my pressing needs. The cyclostyle machines in the Chief Secretariat, in the Statistics, the Information and the Assembly Departments were utilised by me for cyclostyling the numerous circulars, etc., issued from time to time. But I would suggest that in future provision should be made at least for one good cyclostyle machine for the Office of the Census Superintendent right from the beginning of census enumeration. I had similarly borrowed a comptometer from the Statistics Department. A comptometer should form one of the basic office requisites in future — additional comptometers will, however, be required during the tabulation stage. Provision had been made for two telephones during the

present census, one at my residence and the other at my office. For the future I would suggest an additional telephone at the residence of the Deputy Superintendent also. The registration of "HYCENSUS" as the abbreviated telegraphic address of this office and the reservation of a post box in the Post Office also proved to be useful.

54. *Building for Census Superintendent's Office.*—From the 1st of April, 1950, the expenditure on census establishment was borne by the Government of India, but actually till the 15th October, 1950, I was both the Director of Statistics under Hyderabad Government and the Superintendent of Census Operations for Hyderabad under the Government of India. In the beginning, therefore, no separate building had been taken for housing the Census Superintendent's Office. Two small rooms had been set aside for the purpose in the office of the Director of Statistics. But on 26-9-1950 the office was shifted to a small but centrally situated bungalow which had been obtained on a monthly rental of O.S. Rs. 161. I am indebted to the late Shri Vepa Krishna Murthy, the then Secretary to Government, Public Works Department, Hyderabad Government, for the very prompt manner in which he requisitioned this building for my office.

55. *Arrangement for Translation.*—One of the important tasks to be undertaken by this office was the translation of various Instructions, etc., in Urdu and the regional languages. For this purpose I had to obtain the assistance of the employees of the Statistics and Information Departments and some times even of the Legal Department. In this connection I am particularly indebted to Messrs. Fida Hussain, V. N. Poornapregna, P. S. R. Avadhani of Statistics Department and Mr. Janki Prasad, Deputy Director, Information Bureau. In the recruitment of hands for my office, I had always to keep in mind the necessity of having men competent to deal with all the regional languages in this State.

56. *Staff, contingencies, etc.*—During the 1951 Census each District Census Officer, *i.e.*, Collector, was given a contingent grant of O.S. Rs. 200 and the assistance of a second grade clerk on a salary of O.S. Rs. 125 per month

(with dearness and house rent allowances as permissible under Hyderabad Rules) for a period of four and a half months ending with 31st March, 1951. Each Tahsil Census Officer was given a contingent grant of O.S. Rs. 125. The Director of Statistics had, however, issued instructions to all Tahsildars to see that the services of the third grade Agricultural Statistics clerk in the Tahsil office are fully utilized for census work. I consider that this assistance was not at all commensurate with the actual work turned out in the districts. It would certainly be very meagre ten years hence. I, therefore, suggest that in the next census each Collector should be given the assistance of two clerks, one in the second and the other in the third grade, and a peon for at least one year. Each of the Deputy Collectors should be allowed the assistance of a second grade clerk. Each Tahsildar should be given a third grade clerk and a peon. This staff should be in addition to the Gazetted Instructors that I have suggested in paragraph 20. Contingent expenditure should be provided for all these officers on a very much increased basis. During the present census no provision was made for travelling allowances of the district census staff. I think it is but fair that the Government of India should meet at least a part of the travelling allowances which will have to be incurred for census purposes. My experience is that if census work is taken seriously, tours purely for enumeration purposes cannot be avoided particularly by the Deputy Collectors and Tahsildars during and immediately preceding the enumeration period.

I also consider that the Executive Officer of Hyderabad Municipality should be provided with adequate staff to assist him in dealing with all his enumeration problems. No such provision was made during the present census with the result that the existing staff had to bear this heavy burden in addition to its normal duties. There is no doubt that all the municipal staff will have considerable extra work to attend to during the enumeration and pre-enumeration period but a nucleus consisting of at least one gazetted officer, a superintendent and three to four clerks with a sufficient complement of peons, should be appointed by the Hyderabad Municipality solely for enumeration purposes. I would similarly suggest that the Executive Officers of all the Municipalities, with a popu-

lation of about one lakh and above, should also be provided with the assistance of at least a superintendent and a third grade clerk.

In so far as the Office of the Census Superintendent is concerned, I feel that the present strength is sufficient except with regard to publicity for which separate provision will have to be made on lines indicated in paragraph 34 above. I am presuming that the next Superintendent of Census Operations in this State will be more fortunate and will not be burdened with tasks which are really beyond his sphere. During the present census, I had to undertake work like the preparation of the lists of Scheduled Castes, Scheduled Tribes and Non-Backward Castes, the institution of Location Code, the implementation of House Numbering Instructions, etc., which in most of the other States of India were already accomplished facts. Besides, the realignment of district and tahsil boundaries, the language difficulties and the unsettled conditions prevailing in the State created many problems and took a good deal of our time. By the time enumeration ended we were utterly exhausted and worn out. If my successor has also to face problems not generally anticipated in the pre-enumeration period, he should be given considerably more assistance than what the present strength and provision afford. One of the disadvantages in recruiting men for my office was the non-availability of suitable men with any experience worth mentioning of previous censuses. I trust that my successor will have a wider choice in this regard.

As stated in para 54 above, I functioned both as the Director of Statistics under the Hyderabad Government and as the Superintendent of Census Operations, Hyderabad State, under the Government of India, upto 15th October, 1950. There is no doubt that there are some advantages in combining posts like these. But on the whole my own experience is decidedly against such combination. The disadvantages were so many that I did not mind the loss of some remuneration to me which such separation

involved. I was forced to make frantic attempts to be relieved of my duties as Director of Statistics. I would suggest that in future the Census Superintendent should be appointed on a full time basis with no other work at least two years prior to the commencement of enumeration period. The first six months should be devoted to equipping the Census Superintendent himself for the task ahead. I confess that I had absolutely no time or energy left to read a single book or report on census during the pre-enumeration period.

57. *Miscellaneous statements.*—A list of the important circulars issued in connection with the 1951 Census is given in Appendix P. The total expenditure incurred on census enumeration since 1st April, 1950, is given in Appendix Q. The personnel of my office upto the period ending 31st March, 1951, is given in Appendix R.

58. *Conclusion.*—In conclusion, I have to add that if 1951 Census enumeration in Hyderabad has been a success, it is due to the constant guidance of Shri R. A. Gopalašwami, Census Commissioner and Registrar-General, India, Ministry of Home Affairs, New Delhi; to the unfailing support given to the Census Organisation by the Minister for Revenue (Shri B. Ramakrishna Rao) and the Minister for Local Government (Shri Phoolchand Gandhi) and the Chief Secretary (Shri L. C. Jain); to the co-operation extended to me by all Government Departments concerned; and to the hard work put in by all the Census Staff. The Census Organisation can rightly be proud of the enthusiasm and sense of duty displayed by the 26,849 honorary Enumerators. I have finally to record here in particular my deep gratitude to Shri P. C. James, Collector, Nalgonda, Shri V. Rajeshwar Rao, Collector, Nizamabad, Shri C. Seshagiri Rao, Collector, Mahbubnagar, Shri J. K. Verma, Collector, Parbhani, and Shri P. Gopal Rao, Assistant Superintendent of Census Operations for their efforts to make the 1951 Census enumeration a success.

APPENDICES

APPENDIX A

(Vide paragraph 4)

- (i) *Proceedings of the meeting held at the Chief Secretariat on 6th January, 1951, at 11-00 a.m. to discuss Census enumeration in affected areas.*

The following were present:—

- (1) Mr. L. C. Jain, Chief Secretary.
- (2) „ Shiveshwarkar, Home Secretary.
- (3) „ Nanjappa, Special Commissioner, Warangal.
- (4) „ Monappa, Inspector-General of Police.
- (5) „ Palaniappan, Collector, Warangal.
- (6) „ James, Collector, Nalgonda.
- (7) „ Boga, Collector, Hyderabad.
- (8) „ Dave, Collector, Karimnagar.
- (9) „ Murthy, Census Commissioner.

Mr. Rajeshwar Rao, Collector, Nizamabad, did not attend the meeting.

The Chief Secretary pointed out at the outset that the Government of India and Hyderabad attached the greatest importance to the fact that the release of All-Hyderabad or All-India figures should not be held up because of the lack of returns from the affected areas of Hyderabad State. The question was then discussed in detail and the following decisions were taken:—

1. It was agreed that in order to ensure that no delay is caused by unforeseen incidents, all affected areas may be treated as *non-synchronous tracts* for purposes of Census enumeration. This means that :

- (a) In such areas Census enumeration may be commenced straightway, or as soon as possible. There is no necessity to wait till the 9th February, 1951, the date fixed* for the commencement of the enumeration in all the other parts of Hyderabad and India.
- (b) In such areas actual Census enumeration may be carried out *in different villages at different times* as may be found convenient within the framework of such security arrangements as may be necessary for this and other purposes.
- (c) The final check up scheduled† for the 1st, 2nd and 3rd of March, 1951, may be done away with, if found to be impracticable.

- (d) Houseless persons, (*i.e.*, members of wandering tribes, tramps, sadhus, fakirs, etc.) found within such areas may be enumerated immediately after completing the enumeration of all persons normally residing in houses. (Normally houseless persons have to be enumerated‡ only during the night preceding the sunrise of 1st March, 1951).

2. It was agreed that the *actual selection of areas to be treated as non-synchronous tracts or affected areas should be left to the discretion of the Collectors concerned*. Preferably, the *whole Taluqa* should be treated as affected or non-affected but there is no objection to treat only a few villages as such in any Taluq.

The Collector, Warangal, proposed treating the whole of his district, except Warangal and Khammam taluqs, as a non-synchronous tract. The Collector, Nalgonda, proposed treating the whole of his district, except Nalgonda taluq, as a non-synchronous area. The Collector, Hyderabad, proposed treating only Ibrahimpatan taluq as a non-synchronous area. The Collector, Karimnagar, proposed treating Manthani, Jagtiyal, Sirsilla and Parkal taluqs as non-synchronous. The Inspector-General of Police, and the Special Commissioner, were of the opinion that the Mahbubnagar Collector may perhaps like to treat Achampet, Pargi and Kalwakurti taluqs as non-synchronous tracts, the Medak Collector may have to treat Vikarabad and Siddipet taluqs as non-synchronous, the Collector, Nizamabad, may have to treat Armur taluq, as non-synchronous, and the Collector, Gulbarga, may have to treat Chincholi taluq as such. The Inspector-General of Police thought that the Bidar Collector may perhaps also like to treat some areas in his district as such.

3. It was agreed that before starting the Census enumeration the Collectors should see that :

- (a) The Supervisors and Enumerators are thoroughly trained ;
- (b) The Supervisors and Enumerators have conducted a practical enumeration in any one block in any village or town (*not necessarily within their allotted areas*) and

*Vide para 2 of Part I of Instructions to Enumerators.
†Vide para 6 of Part I of Instructions to Enumerators.

‡Vide para 5 of Part I of Instructions to Enumerators.

the slips filled in by them have been checked and the mistakes pointed out on the lines indicated in para 2 of Census Circular No. 30;

- (c) The Supervisors and Enumerators prepare their respective Registers, if not already done; and
- (d) The Location Code has been finalised and communicated to the Supervisors and Enumerators concerned.

4. It was agreed that the District Superintendents of Police will be responsible for the protection of all the personnel engaged on enumeration and other Census work.

5. It was agreed that unless specifically altered for any particular reason by any Collector, in any case or cases, 06.00 hours to 15.00 hours, (*i.e.*, 6.00 a.m. to 3.00 p.m.) would be suitable enumeration hours in villages which do not have Police Centres or Stations. The Supervisors and Enumerators should preferably halt during nights at the nearest Police Station or Armed Outpost.

6. It was agreed that, if absolutely necessary, the whole team consisting of the Supervisor and the Enumerators under him, may be treated as *one* working unit, *i.e.*, the Supervisor may go to each village with all his Enumerators and allot to each Enumerator a given number of houses (in serial order of house numbers) in the village and get the enumeration completed in the village as a team without splitting the Enumerators to different villages—normally, each village, if small, is dealt with by only one Enumerator. In such cases the Enumerator's Abstract (para 16 of Census Circular No. 28) and the National Register of Citizens, etc., should be prepared collectively and signed by the Supervisor and all the Enumerators concerned. In all other respects, the Instructions issued in this regard for normal areas should be adhered to.

7. It was agreed that the National Register of Citizens should be written subsequently, *i.e.*, after the whole Census enumeration for the village is completed, either at the Police Station or at the Armed Outpost or even at the Tahsil Headquarters, as may be decided upon previously by the Collectors.

8. It was agreed that the Collectors should take all requisite precautions for the safe custody of Census pads, National Register of Citizens and all other Census material both during and after the Census enumeration.

9. It was agreed that the Collectors concerned should at once convene a conference of all Revenue and Police Officers to discuss and decide upon the security and other arrangements to be made and also

to draw up a detailed and clear programme of work for each area.

10. It was agreed that Collectors and all Revenue and Police Officers should tour their respective areas intensively during and immediately prior to Census enumeration and supervise all arrangements.

11. It was agreed that the proceedings should also be transmitted to the Collectors of Nizamabad, Mahbubnagar, Medak, Bidar and Gulbarga for requisite action accordingly.

NOTE :—The Census of Small Industries presents no problem whatsoever. It is comparatively a very small affair and the Collectors are being given full powers to complete the Census by the end of March, 1951. The dates are left to their discretion. They may even have it on different dates in different villages and deal with it as they deal with the Agricultural Census, etc.

12. Sardar Balwant Singh, the Military Census Officer, joined the meeting subsequently and discussed the arrangements to be made with regard to the enumeration of the Armed personnel stationed in the districts. As a matter of general principle, and *irrespective of whether the area is affected or non-affected*, it was agreed that the responsibility of enumeration of Military personnel in the districts except for the Cantonments of Secunderabad, Hyderabad and Aurangabad should be left to the Collectors concerned. The Collector should see that the Military personnel enumerated is either by the civil Enumerator for the area concerned, or by an Enumerator specifically appointed in advance for the purpose and drawn from the Military personnel in consultation with the seniormost Military Officer of the Unit concerned. The enumeration of Military personnel should be taken up on the 9th February and completed without the least delay. Should the Unit be transferred from the place once this enumeration is over, and should the Military Officer be again approached by some other civil authorities for enumeration, he should indicate to them that as they have already been enumerated previously (at such and such place) there is no necessity for enumerating them once again.

The Military Census Officer should immediately intimate to the Collectors concerned the exact places where various Units of Armed personnel are stationed at present within their respective districts. Should any additions or transfers be made subsequently, the Military Census Officer should intimate to the Collectors at once the addition or transfer (This, however, does not mean that the Collectors will not on their own initiative be on the look out for such additions or transfers in order to safeguard that no vacuums are left within their districts).

(Sd.) L. C. JAIN,

7-1-1951.

§Vide paras 8-10 of Census Circular No. 28.

(ii) List of tracts treated as non-synchronous in the various districts of Hyderabad.

Name of Tahsil	Tracts treated as non-synchronous	Dates during which enumeration took place	Whether a final check was conducted from 1st to 3rd March, 1951	Remarks
<i>Mahbubnagar District</i>				
Achampet	.. Achampet Tahsil 27-1-1951 to 5-2-1951	No	Enumeration of houseless persons was conducted between 6th and 10th February, 1951
Kalwakurthy	.. Kalwakurthy Tahsil excluding Midjel Revenue Circle	.. do	No	
Pargi	.. Pargi Tahsil do	No	
Kollapur	.. Kollapur Tahsil excluding Revenue Circles of Pangal and Veepangandla	.. do	No	
<i>Gulbarga District</i>				
Tandur	.. Peddamul village and its hamlet Bandapalli.	.. 27-1-1951 to 28-1-1951	Yes	
Chincholi	.. Valal village 27-1-1951	Yes	
	.. Kunchavaram village 24-1-1951	Yes	
<i>Nizamabad District</i>				
Nizamabad	Revenue Circle of Sirnapalli 1-2-1951 to 10-2-1951	Yes	
Armoor	.. Revenue Circles of Bhimgal and Sirkonda	.. do	Yes	
Kamareddy	Revenue Circle of Machareddipet do	Yes	
Yellareddy	.. Revenue Circle of Gandhari do	Yes	
Banswada	Revenue Circles of Jakora and Ibrahimpet	do	Yes	
<i>Medak District</i>				
Vikarabad	.. Vikarabad Tahsil..	.. Started on 1-2-1951	Yes	
Siddipet	.. Revenue Circles of Siddipet, Dubbak, Rajgopalpet and Kondapak	.. do	Yes	
Gajwel	.. Revenue Circles of Tigul, Mulug, Toopran and Begumpet	.. do	Yes	
Medak	.. Revenue Circles of Ramayampet and Narsingi	.. do	Yes	
<i>Karimnagar District</i>				
All Tahsils	.. All Tahsils 20-1-1951 to 28-2-1951	Yes	
<i>Nalgonda District</i>				
All Tahsils	.. All Tahsils Started in the 2nd week of January, 1951 and completed by 15-2-1951	No. Final check had been conducted earlier.	

Note :—Though special security arrangements were made in the affected areas of Warangal District, none of them were treated as non-synchronous.

APPENDIX B

(Vide paragraph 6)

Instructions to Enumerators:

Census of India, 1951

(Hyderabad State)

LIST OF QUESTIONS

1. What is your name and what is the name of your father/husband ?
2. What is your (1) nationality (2) religion and (3) do you belong to any special group ?
3. Are you unmarried, married, widowed or divorced ?
4. What is your age ?
5. Were you born in this district ? If not, in what district ?
6. Are you a displaced person from Pakistan ? If so, when did you come to the Indian Union and from which district ?
7. What is your mother-tongue ?
8. What other Indian language do you commonly speak ?
9. Are you a self-supporting person, or an earning dependant, or a non-earning dependant ? If you are a self-supporting person, do you earn your principal means of livelihood as an employer, or an employee, or an independent worker ?
10. What is your principal means of livelihood ?
11. What is your secondary means of livelihood ?
12. Can you both read and write a simple letter or can you only read ? If you can both read and write, have you passed any examination, and if so, what is the highest examination you have passed ?
13. Are you unemployed and in search of employment ? If so, since when ?
14. What is your sex ?

SAMPLE SLIP FOR CENSUS ENUMERATION

1	
2 (1) (2)	
(3)	
3	4
5	
6	
7	8
9	
10	
11	
12	
13	

PART I

General Instructions Regarding Enumeration.

1. *Object of Census.*—The object of the census enumeration is, as rightly stated by an old village officer,

‘to catch every person’ and to enquire and record certain prescribed particulars regarding him or her. Keep this in view as the prime objective. But remember that we have to catch every person only once. You must, therefore, take particular care in case of visitors,

absentees, etc., and see that there is no chance of their being enumerated in more than one place.

2. *Census dates or enumeration period.*—In accordance with the orders of the Government, the census count must begin on 9th February, 1951 (corresponding to 9th Farwardi, 1360 F.), and end at sunrise on the 1st March, 1951 (corresponding to 1st Ardibehisht, 1360 F.). You have thus been given 20 days to do the census enumeration.

3. *Enumeration of normal residents present, normal residents temporarily absent, and visitors, according to households.*—(1) During the enumeration period of 20 days, starting right from the very first day, i.e., the 9th February, 1951, you should visit every house in your village, or in your block or blocks, as the case may be. But remember that for purposes of census enumeration the term 'house' includes such places as hotels, hospitals, offices, mosques, temples, dargahs, dharmshalas, sarais, shops and godowns where human beings may be found or may reside. In each house, starting with the head of the household, you should first enumerate everyone of the persons whom you find there and who is also normally resident in that house. If the head of the household (for definition of the head of household see para 1 (3) of Part III) normally resident in that house is temporarily absent (vide sub-para 2 below) you should first enumerate the head of the household by ascertaining requisite details from some responsible person of the same household or in the neighbourhood well acquainted with the head of the household. A person* is to be deemed as normally resident in a house if he uses that house as his normal sleeping place. It is immaterial whether the person takes his meals at that house or elsewhere, e.g., a hotel.

(2) You should then enquire whether there are any persons who, though normally resident in that house, are absent at the time you visit the house. If there are any such absentees, you should ascertain with regard to each of them as to when they left the house and when they are expected to return. Do not enumerate any such absentee if he left the house before the 9th February, 1951 (corresponding to 9th Farwardi, 1360 F.), and is not expected to come back to the house until after the sunrise on the 1st March, 1951 (corresponding to 1st Ardibehisht, 1360 F.). You should enumerate all the rest of such absentees. The idea is that every person should be enumerated at his normal place of residence provided he stayed there at any time during the enumeration period. It does not matter if such a person is away from the house at the particular time you visit it.

(3) Lastly, you should find out whether there are any visitors in the house who do not normally reside therein. Occasionally, you may find such a visitor or

visitors in a house. If so, you should enquire from each such visitor as to when he left his house, when he expects to be back there and whether he had been previously enumerated anywhere else. You should not enumerate any such visitor if he left his house on or after the 9th February, 1951, or expects to go back there before sunrise on the 1st March, 1951. If, however, any such visitor is away from his house throughout the enumeration period and has not been enumerated anywhere else, you should enumerate him at the house where you find him.

There may in some houses be more than one household (*vide* para 1 (3) of Part III). In such cases you should enumerate the three categories of persons mentioned above (namely, persons normally resident in the house and present at the time of your enumeration, persons normally resident in the house but absent temporarily, and thirdly the visitors) in the specified order according to households, *i.e.*, you should not mix up persons belonging to different households.

4. *Precautionary measures for avoiding omissions or double enumeration.*—After the completion of your enumeration of any household, and before you take up the next household, you should take the following two precautionary measures. Firstly, ask some responsible person, preferably belonging to the same household, to repeat to you the names of all persons, who are to be deemed as normal residents or visitors, in so far as that particular household is concerned. Then check up whether you have taken all such persons into consideration. In case you have failed to enumerate any person due to an oversight, then you should complete his enumeration also. Secondly, request all those whom you have enumerated, that if any other enumerator tries to enumerate them elsewhere over again they should ask him to leave them out as they have already been enumerated. In case you have enumerated any absentees, request some responsible person, preferably belonging to the same household, to convey a similar request to such absentees also on your behalf.

5. *Enumeration of houseless persons.*—During the night preceding the sunrise of 1st March, 1951, you should enumerate all persons who do not normally reside in houses (*e.g.*, members of wandering tribes, tramps, beggars, sadhus, fakirs, etc.), wherever they may be found within your jurisdiction. For this purpose it will not be sufficient if you visit only the known haunts of such persons, but you should make a thorough inspection of all your area.

Before you enumerate any such houseless person first ascertain and satisfy yourself that the person has no normal place of residence and has not been enumerated anywhere else.

*Unless specifically mentioned to the contrary, the term 'person' (or 'visitor' or 'absentee', etc.), includes in these Instructions a male or female, whether an infant, child or adult.

6. *Final check.*—You should revisit every house within your jurisdiction and carry out a final check during the first three days of March, *i.e.*, the 1st, 2nd and 3rd March, 1951. This check up should invariably be completed by the evening of 3rd March. In fact you should make all attempts to complete it earlier. The object of this second visit is to see that your enumeration represents the position as at the time of sunrise on the 1st March, 1951. This means that you should with reference to each house :

(1) enumerate every child born in that house since your last visit to it;

(2) cancel the enumeration slip pertaining to any person already enumerated who may have died since your last visit; and

(3) if you happen to find any visitor who has not been enumerated anywhere else during the period of enumeration, you should enumerate him also.

NOTE:—(1) You should note that your enumeration is to be checked up to represent the position as on sunrise on 1st March, 1951. You should, therefore, ignore any birth or death which might have taken place after the sunrise on 1st March.

(2) You should further note that enumeration slips cancelled subsequently on account of the death of the person enumerated should be boldly marked with a cross with a circle around it as ⊗ and the word 'dead' should be written on the back of the slip. Slips spoiled or cancelled for any other reason*should merely be boldly crossed as ×. In no case should slips be torn off from the pad.

7. *Provisional Tables.*—Immediately after the enumeration and final checking is completed by you, you should note down on a sheet of paper the total number of males, females, displaced males and displaced females recorded in each pad. In calculating these totals you should of course exclude unused slips and slips cancelled subsequently by you for any reason. (For displaced persons see question No. 6). You should then total up all these four categories for all your used pads. These totals will be needed by you for filling in the enumerator's abstract regarding which your Supervisor will give you instructions subsequently. Your enumeration work will be deemed to have been completed after you hand over your pads and the abstract (duly filled in) to your Supervisor.

8. *Legal rights and duties.*—Under the Census Act every person is legally bound to furnish you with the information you need for recording your answers. If in any case you feel the necessity to do so, you may tactfully bring this fact to the notice of the person to be enumerated. You must not ask information on any matters not necessary for the purpose of the Census. Nor must you disclose to any unauthorised person any information given to you or the results of the enumeration. All census entries are confidential and cannot

be admitted as evidence in any civil proceedings **what-**ever or in any criminal proceedings other than a prosecution for a census offence. Any enumerator extracting money on any pretext connected with the Census will make himself liable to punishment under the Census Act or the Penal Code.

Remember that courteous behaviour on your part will not only elicit correct and quick answers but will render your task all the more pleasant.

9. *No omissions.*—It is very essential that you should not miss any person in your jurisdiction. If each of our 25,000 enumerators were to carelessly omit even one person, we would have collectively missed as many persons as inhabit a big town like Khammam or Bidar. You can, therefore, easily imagine what any carelessness on your behalf in this regard would mean to Census figures.

PART II

Instructions for filling up Identification Numbers of the District, Tahsil, Village (or Town), House and Household on the Enumeration Slips.

1. *Census Questionnaire and Enumeration Slip.*—The questionnaire set for the Census, along with a sample copy of the Enumeration Slip, is given on page 40. Study it carefully. Every person, (man, woman or child) will have to be enumerated each on a separate slip. Pads containing 100 slips each will be supplied to you later.

2. *Ink to be used and writing to be neat.*—You should use only black ink for recording each and every entry on the slips. All your entries should be neat and clear. You should avoid hasty strokes. Modi characters should under no circumstances be used. Wherever digits have to be written, use the English numerals. As already stated no slip should be torn off from the pads.

3. *Identification Numbers on slips for District, Tahsil and Village or Town.*—In order to minimise labour in writing and for certain other reasons, each District has been numbered within the State, each Tahsil has been numbered within the concerned District and each Village (or Town) within the concerned Tahsil. The Tahsildar or your other superior, as the case may be, will indicate to you the particular numbers allotted to your District, Tahsil and Village (or Town). You should first write these numbers, if not already done, at the top left hand corner of each slip. For example, if your District is numbered 4, your Tahsil is numbered 5, and your Village 116, then '4-5-116' should be written at the top of each of your slips. These numbers will suffice to indicate precisely your District, Tahsil and Village.

4. *Additional Identification Numbers on the slips for Houses and Households.*—When you visit a house for enumeration, first ascertain its house number and then enquire whether there are one or more households in

that house. (For what is meant exactly by a household see para 1 (3) of Part III). If there is only one household in a house, then at the top of each slip you should write *merely* the number of the house after the numbers of the District, Tahsil and Village (or Town). The house number should be written in brackets. But remember a house number means the complete number given to it, *i.e.*, it should include the number of the block, or the numbers of the ward and block, if any, within which the house is situated. If on the other hand you find that there are more households than one in a house, then you should distinguish each household also (in that particular house), by adding the alphabets A, B, C, D, etc., in serial order at the end of the house number written as indicated above.

Illustration :—Suppose you are enumerating persons in house number 3-22 (where 3 is the number of the block in the village, and 22 the number of the house in the block) of Village number 116 of Tahsil number 5 of District number 4. Further suppose you have ascertained that this house contains only one household. Then the complete identification number to be written at the top of each of the slips for the persons enumerated in that house should be 4-5-116 (3-22). If, on the contrary, that very house contains three households, then the complete identification number to be written at the top of each of the slips pertaining to persons belonging to the first household should be 4-5-116 (3-22) A. The identification number for slips of persons belonging to the second household should be 4-5-116 (3-22) B and for those of the third household 4-5-116 (3-22) C. In such cases do not mix up persons belonging to different households. Thus, in the example given above, all persons belonging to household 'A' should first be enumerated, then all persons belonging to household 'B' and lastly all persons belonging to household 'C'.

You should further note that single independent persons residing in houses along with one or more different households, should also be treated as separate households. For instance, if in the illustration given above, the first household consists of five persons, the second household of four persons and the third household of a single independent person, then you should distinguish slips of all the five of the first household by writing the alphabet 'A' as suggested above, the slips of all the four persons of the second household by writing the alphabet 'B', and the solitary slip pertaining to the third household by writing 'C'.

5. *No additional Identification Numbers on slips of houseless persons.*—In the case of slips pertaining to houseless persons (*vide* para 5 of Part I above) it is obvious that no additional identification number pertaining to the house can be written on the slips. Such slips should, therefore, bear only the identification number of your District, Tahsil, and Village or Town, as the case may be. No other identification numbers or marks should be written on them within or without brackets.

6. *Further identification of slips relating to inmates of institutions.*—There will generally be two categories of persons normally resident in or on the premises of institutions (*i.e.*, jails, beggar homes, asylums, hospitals, hostels, boarding houses, hotels, etc.). The first are members of the staff (and their dependants, etc.), attached to the institutions, and the second are the other inmates. The first category of persons should be treated on the same basis as you would treat persons of different households in a house. Each slip pertaining to such persons should, therefore, bear the identification number of the District, Tahsil, Village or Town (as the case may be) and in addition also bear the house number of the institution further distinguished by an alphabetical series, irrespective of whether there is only one or more such households in an institution.

Slips belonging to the second category of persons, *i.e.*, the inmates of the institutions, should bear the identification number of the District, Tahsil, Village or Town (as the case may be), the house number of the institution and in addition the letters 'Inst' should be written underneath the identification number. These slips should not have any alphabetical series.

Illustration :—Suppose that house bearing number 5-122 (where 5 is the block number and 122 the number of the house in the block) in village No. 10 of tahsil No. 2 of district No. 4 is a leper asylum. Further suppose that a Resident Medical Officer, a nurse with her son and cook (all the three living and messing together), and ten in-patients all normally reside in that building and there are also three persons who do not normally reside in that building. In such a case the Medical Officer's slip should contain the identification number 4-2-10 (5-122) A; the slips pertaining to the nurse, her son and cook should each contain the identification number 4-2-10 (5-122) B; and the slips pertaining to the 10 in-patients should each contain the number 4-2-10 (5-122). The three persons should 'Inst'

of course not be enumerated at that building.

If members of the staff of such institutions normally reside in quarters, etc., attached to the institutions and such quarters bear their own distinct house numbers (different from the house number of the institution), then you should fill in the identification numbers on the slips relating to such persons (with their dependants, etc., if any) as indicated in para 4 above.

PART III

Special Instructions Regarding the Recording of Answers on the Enumeration Slips.

[You will observe, from the following paragraphs, that against each question the answers you are commonly likely to receive are stated and you are asked to use numerical contractions for recording those answers. The contractions have been introduced in order to save you writing long answers by expressing them in single

numbers. You should take particular care to see that you record the correct digit. You can make quite sure of this by keeping these instructions before you while recording the answers. You should put clear and simple questions to the person you are enumerating which in most cases, will elicit the correct answer at once. Explanation of any kind would be necessary only if the person does not understand your question properly. You should record the answer as given to you by the person you are enumerating provided you are satisfied that the person has understood your question. If not you should explain the question and then record the answer. Each answer to a question should be recorded only on the line (or lines) allotted for that particular question in the slip. Take up the questions one after the other in the order given below].

1. *Question No. 1—What is your name and what is the name of your father/husband?*

First ask and write the name in full of the person enumerated. In every household you should first enumerate the head of the household. Avoid pet names. For infants, not yet given a name, write 'A's son', or 'A's daughter', as the case may be, where 'A' represents the name of either the father or the mother of such an infant. For instance, if a person, say Laxman, has a three day old son who has not been given a name and you are enumerating the son, then you should write the name as 'Laxman's son'. There may be cases in which a woman may feel it awkward to state either her name or the name of any of her relatives, or there may be cases where a man is equally hesitant to state the name of any female member of his household. In such cases do not compel the persons concerned to state the names. You can ascertain the names from other members of the family or failing which from the neighbours. In case you have no other alternative, there is no objection to your recording any person as 'A's son' or 'A's daughter', etc. (where 'A' represents the name of the person whose relationship with the person concerned has been ascertained by you). If you have failed in all your attempts to ascertain the name of a person simply put a cross mark X.

(2) After writing the name as stated above, if you are enumerating a male or an unmarried woman or a divorced woman, enquire and write in full the father's name. In case you are enumerating a married woman or a widow, enquire and write in full her husband's name. The father's or the husband's name, as the case may be, should always be written in brackets. In case you have failed in all your attempts to ascertain the father's or husband's name, then you should simply put a cross mark X in brackets.

(3) For purposes of the Census, a 'house' has been defined as a dwelling with a separate main entrance. A 'household' means all the persons who live together in the same house and have a common mess. (It is not necessary that each of such persons should invariably use the mess). In some houses, there may be more

than one group of persons each with a common mess. In such cases, each group should be regarded as a separate household for purposes of the Census. The head of the household is the person on whom falls the chief responsibility for the maintenance of the household. You need not, however, make any enquiry or cross-examination about this, and you should treat as the head of the household any person who is actually acknowledged as such by the other members of the household present at the time of your enumeration. For instance, if in a household an aged father is acknowledged as the head, treat him as such and do not try to enquire as to whether he is the earner in the family or his son. You should, however, remember that the person so acknowledged as the head of the household should also be normally resident (*vide* sub-para 3 (1) and 3 (2) of Part I) at the house you are enumerating. Otherwise, the next person so acknowledged and normally resident at the house, should be treated by you as the head. For instance, if in a household you find that the father normally resides and earns his livelihood in a neighbouring town, and in his absence the mother is acknowledged as the head, then treat her as such. A household may also include persons like domestic servants, lodgers, etc., who are not related to the head of the household but live together in the same house and have a common mess. Visitors in any household should also be treated and enumerated as part of the same household provided of course they satisfy the condition specified in sub-para 3 (3) of Part I.

(4) In case of institutions the members of the staff (with their respective dependants, etc., if any) normally resident in or on the premises of the institutions should be enumerated as you would enumerate members belonging to any household. But the inmates of the institution such as patients, prisoners, boarders, etc., should be enumerated separately. It is, however, obvious that you should enumerate such inmates only if they are away from their normal place of residence throughout the enumeration period or are houseless persons who have not been enumerated anywhere else. The slips pertaining to such inmates will be distinguishable by the letters 'Inst' written below the identification number at the top of the slip—*vide* para 6 of Part II.

2. *Question No. 2—What is your (1) nationality (2) religion and (3) do you belong to any special group?*

(1) You should note that there are three parts in this question. The answer to each must be written as directed below separately in the concerned compartment.

(2) First take up part (1) of this question, and ask the nationality of the person enumerated. If the person enumerated requires further explanation of your question ask him what is the country to which he belongs and then record your entry on the basis of the answer. If the person enumerated is an Indian national

you need only write 1. In case of others, *i.e.*, those who are not Indian nationals, you should write the nationality in full. For instance, if a person states that he is an Afghan (or as a result of your further questioning you find that he belongs to Afghanistan) you should write in the first compartment the word 'Afghan'. Similarly, if he states he is an Arab, you should write 'Arab'. In case any person states that he belongs to Portuguese India (Goa, etc.), or French India (Pondicherry, etc.), then write the nationality as 'Portuguese Indian' or 'French Indian', as the case may be.

(3) Then take up part (2) of this question and ask the religion of the person enumerated. If he is a Hindu write simply 1, if a Muslim write 2, if a Christian write 3, if a Jain write 4, and if a Sikh write 5. In case of all other persons write the answer as actually returned without any numerical representation. For instance, if a man states that he is a Buddhist write on the slip 'Buddhist'. In this connection you may note and, if necessary, explain that this question does not pertain to castes or sects. For instance, if a person states that he is a Vaishya Hindu simply treat the answer as 'Hindu' and write 1. If he states that he is a Sunni Muslim treat him as a Muslim and write 2. If he states that he is a Roman Catholic Christian treat him as a Christian and write 3. It may be that some persons, particularly in tribal areas, may not exactly understand this question. In such cases explain to them what they are called upon to answer, and after such explanation you should record the answer exactly as given by the person enumerated. For instance, if a tribesman returned his tribal name itself as his religion, record it only as such.

(4) Then take up part (3) of this question.—In case of Muslims, Christians (other than Anglo-Indians), Jains, Sikhs, Parsees, Buddhists and Jews write 1. (This information has already been ascertained by you under part (2) of this question). In case of Anglo-Indians write 2. In case of all others, enquire the caste or tribe to which they belong. For persons belonging to any of the castes (or sects) mentioned below also write 1.

- | | |
|------------------------------|-----------------------------------|
| 1. Velala | 13. Satani |
| 2. Brahman | 14. Rangrez (Rangari, Bhavasagar) |
| 3. Kayasth | 15. Lohar (Kammari, Kambara) |
| 4. Gujrati (Gurjar) | 16. Bogam (Kasban) |
| 5. Khatri | 17. Darzi (Simpi) |
| 6. Bhat (Bhatraj) | 18. Gurav (Tambli) |
| 7. Komati (Vaishya) | 19. Teli (Gandla) |
| 8. Velama | 20. Lingayat (Jangam) |
| 9. Marvari | 21. Balija |
| 10. Kshatriya (Rajput) | 22. Arya Samajists |
| 11. Sunar (Ausala, Kam-sala) | 23. Brahmo Samajists |
| 12. Viswabrahman | |

In case of all others write the name in full of the caste or tribe, as returned by the person enumerated.

In case a person says that he is not a member of any caste or tribe, do not enter into any arguments with him, but simply write O.

NOTE :—If a person states that he is a Maratha, a Mutrasi, a Bhil, or a Kolam, record the words 'Maratha', 'Mutrasi', 'Bhil', or 'Kolam', as the case may be. You should not translate the caste returned, for instance, if a person states that he is a 'Mahar' or 'Madiga' do not write Dhed, but write 'Mahar' or 'Madiga', as the case may be. Similarly, if he states that he is a Chakala do not write 'Dhobi', and if he states that he is a Simpi do not write 'Darzi'. Again do not record entries like 'Maskoori', 'Kamati', 'Niradi', etc., which are not castes but occupational names only to which persons of different castes or tribes may belong to. In such cases explain the position to the person you are enumerating, and then record the answer as actually returned.

3. Question No. 3.—Are you unmarried, married, widowed or divorced?

(1) For purposes of this question (a) a marriage may be deemed to have taken place if it was performed in accordance with any religious rite, or any custom or form of marriage recognised by the caste, tribe, or community concerned, or if it was by registration, and (b) a divorce may be deemed to have been effected if marital ties have been severed as permitted under any religion, or custom or form recognised by the caste, tribe or community concerned or by law or mutual consent of the husband and wife.

(2) Only a person who has never married should be recorded as unmarried.

(3) A person should be recorded as married if he or she has been married—in keeping with the definition of marriage given in sub-para (1) (a)—and has not been widowed or divorced.

(4) A person should be recorded as widowed if he (*she*) has lost his wife (*her husband*) by death and has not remarried. 'Widowed' will cover both widows and widowers.

(5) A person who has or has been divorced from his or her spouse—in accordance with the definition of divorce as given at sub-para (1) (b)—should be recorded as divorced.

NOTE :—(a) In case a person had more than one wife but has not lost by death (or divorced) all of them, he should be recorded as 'married' and not as 'widowed' (or 'divorced').

(b) In case a woman once widowed or divorced has remarried and is not separated from her second husband by death or divorce, she should be recorded as 'married', and not as 'widowed' or 'divorced'.

(6) If the person enumerated is 'unmarried' you should write only 1, if 'married' you should write 2, if 'widowed' write 3, if 'divorced' write 4.

(7) Do not presume that a woman reported to be a prostitute is 'unmarried'. Enquire and record the answer as given by her.

4. Question No. 4—What is your age?

(1) For our purposes, age means age attained by the person concerned on his last birthday. The reference date for fixing the 'last birthday' is not the date on which you are enumerating the person but the 1st March, 1951. In other words, this would mean the number of years completed by a person on 1st March, 1951.

Illustration :—Supposing that in reply to your query, a person, say, Baliah, states he is 30 years and 10 months old. Such an answer leaves no room for further enquiries. Record his age as '30'. Supposing he states that he is 30 years and 11 months old. Then make further enquiries in order to ascertain whether he completes his 31st year on or before 1st March, 1951. If he does so, record him as '31'. If he does not, record him as '30'. Supposing Baliah states that he is 30 years old. Then again ascertain his age in years and months (very often people here give their 'running' age and not completed age, e.g., what actually Baliah means may be that he is 29 years and some months old). After ascertaining this, proceed as indicated above.

This is an important question. But most people may find it difficult to answer it correctly. In such cases you should make all reasonable efforts to have satisfactory answers. For instance, you could call for the assistance of literate persons in the same household or from the neighbourhood who are well acquainted with the family of the person you are enumerating. You can also determine the age by linking up the birth of the person, or his marriage, or the birth of the first child of such person, etc., to some event or occurrence locally well-known.

(2) As stated above record the age on last birthday, i.e., the actual number of completed years, in case of all persons aged one year and above. For infants below one year write 0.

(3) In case you feel that the person concerned is hesitating to give you an answer, or a correct answer, you can make it clear to him that replies to all census questions will be treated as confidential, and no individual entry as such will be published or made use of for any other purpose.

5. Question No. 5—Were you born in this district? If not, in what district?

(1) 'This district' in the above question means your district or in other words the district in which you are enumerating the person. In case of persons born within Hyderabad State we want to know the district in which the person was born. In case of persons born outside Hyderabad State, but in other States within the Indian Union we want to know the State in which the person was born. (In Annexure A is given the list of all the States included in the Indian Union). In case of persons born outside the Indian Union, i.e., in any foreign country, we want to know the name of the foreign country in which the person was born.

(2) In case of persons born in your district merely write 1. In case of persons born within Hyderabad State but outside your district, write the name of the district in full. In case of persons born outside Hyderabad State but within the Indian Union, write the name of the other State* in full. In case of persons born outside the Indian Union, that is in foreign countries, write the name of the foreign country in full.

Illustration :—Supposing you are enumerating in Nirmal town of Adilabad District and the person being enumerated by you states that he was born in Rajura, another town in Adilabad District. Then you should write merely 1. Supposing he states that he was born in Jagtiyal of Karimnagar District, Hyderabad State, then you should write Karimnagar. Supposing he states that he was born in Ballarshah of Chanda District, Madhya Pradesh, then you should merely write 'Madhya Pradesh'. Supposing again the person states that he was born in Rawalpindi, Pakistan, then you should write 'Pakistan'.

6. Question No. 6—Are you a displaced person from Pakistan? If so, when did you come to the Indian Union and from which district?

(1) It may be noted for your information that a 'displaced person' means any person who has entered India having left or been compelled to leave his home in Western Pakistan on or after the 1st March, 1947 (corresponding to 1st Ardibehisht, 1356 F.), or his home in Eastern Pakistan on or after the 15th October, 1946 (corresponding to 15th Azar, 1356 F.), on account of civil disturbances or the fear of such disturbances or on account of the setting up of the two Dominions of India and Pakistan. In case you are asked by any person to explain what a 'displaced person' means, you can do so on the basis of the above definition.

*In case you (or the person enumerated by you) are unable to give the name of the Indian State in which the person was born, then you can record the answer as given. Supposing the person enumerated states he was born in Shahgarh, Jaisalmar and you or the person you are enumerating does not know definitely in which Indian State Jaisalmar now exists, you should then record the answer "Shahgarh, Jaisalmar."

(2) The procedure with regard to this question, which is as follows, should be carefully noted by you. You should first ask the person whether he has come to India leaving his home in Pakistan on account of civil disturbances, or the fear of such disturbances, or on account of the setting up of the two Dominions of India and Pakistan. If the person replies in the negative, you should write O in both the compartments, and take up question No. 7. (Note that there are two compartments in the slip for this question). If he replies in the affirmative, then further enquire the date of his arrival in India, and the district of Pakistan from which he came. Record the date of his arrival in India in the first compartment, and the district of his origin in Pakistan in the second compartment. The dates should be recorded according to the English calendar. If it is not possible for you to do so, then write the dates according to the Fasli calendar.

Illustration:—Supposing you are enumerating a person, say, Onkar Mull. First ask him whether he came to India leaving his home in Pakistan on account of civil disturbances, or the fear of such disturbances, or on account of the setting up of the two Dominions of India and Pakistan. Supposing he states in reply that he has come from Pakistan for any of the reasons indicated, then again enquire as to when he came to India from Pakistan and from which district of Pakistan. Supposing he answers that he came to India on 15th April, 1947 and he belongs to Murree town, in Rawalpindi District of Western Pakistan, you should record in the first compartment '15th April, 1947' (or 15-4-1947) and in the second compartment 'Rawalpindi District'.

7. Question No. 7—What is your mother-tongue ?

(1) The mother-tongue of a person is the language spoken by him from the cradle. In case of infants and deaf mutes, the mother-tongue of the mother should be recorded.

(2) If the mother-tongue is Telugu you should merely write 1. If the mother-tongue is Marathi write 2. If it is Kannada write 3. If it is Urdu write 4 and if it is Hindi write 5. In case of all other languages write the name of the language in full according to the answer given.

8. Question No. 8—What other Indian language do you commonly speak ?

(1) The test as to whether a person commonly speaks any other Indian language is whether he speaks any other Indian language also in his daily or domestic life in addition to his mother-tongue. Thus the mere fact that a person knows how to speak, or even how to read and write any other language should not make you record the language, unless he uses that language also in his daily or domestic life. In case you come

across a person who speaks more than one Indian language in addition to his mother-tongue in his daily or domestic life, then you should ask and record only that language which he speaks most commonly. You will thus note that only one language is to be recorded in reply to this question.

(2) For recording replies to this question use the same numerals as indicated under question No. 7, i.e., for Telugu write 1, for Marathi write 2, for Kannada write 3, for Urdu write 4 and for Hindi write 5 and in the case of all other Indian languages write the name of the language in full. In the case of all the persons who do not commonly speak any other Indian language in addition to their respective mother-tongue, you should write O.

Illustration:—Supposing the person you are enumerating, say, Ramaswamy, states in reply to your question that he speaks in his domestic life Tamil also in addition to his mother-tongue 'Kannada', then you should write on the slip against this question 'Tamil'. Similarly, supposing one Baliah states that he speaks in his daily life Marathi and Kannada, in addition to his mother-tongue (which is Telugu), then you should ask him whether he uses Marathi more or Kannada. Supposing he states Marathi, record answer as 2, and supposing he mentions Kannada record answer as 3.

9. Question No. 9—Are you a self-supporting person, or an earning dependant, or a non-earning dependant ? If you are a self-supporting person, do you earn your principal means of livelihood as an employer, or an employee, or an independent worker ?

(1) Through this question we want to ascertain the economic status of individuals. You should be thoroughly acquainted with what is meant by the various terms used in this question. They are explained in subparas (2) and (4) below. Whenever you feel the need to do so, you should explain the terms to the persons you are enumerating. Note that there are two compartments in the slip for this question.

(2) Start with the first part of the question. You should classify and record every person you are enumerating in one of the three categories, namely, 'self-supporting person', 'earning dependant', or 'non-earning dependant'. Where a person is in receipt of an income, and that income is sufficient at least for his own maintenance then he (or she, as the case may be) should be regarded as a 'self-supporting person'. Any one who is not a self-supporting person in this sense is automatically a dependant, but a dependant may either be an 'earning dependant' or a 'non-earning dependant'. If the dependant secures a regular income, whether in cash or kind, he should be regarded regular income is small. But it is obvious that this as an 'earning dependant'. It is immaterial if this

income should not be sufficient by itself to maintain the dependant, otherwise he would be a self-supporting person. If, on the other hand, the dependant does not earn any regular income, whether in cash or kind, then he should be regarded as a 'non-earning dependant'. (A regular income in other words means non-casual income. It will thus include income derived from continuous or seasonal employment but it will not include individual income accruing casually and not constituting a source of income which is regularly depended upon).

NOTE:—Where two or more members of a family household jointly cultivate land and secure an income therefrom then each of them should be regarded as earning a part of the income. None of them is, therefore, a 'non-earning dependant'. Each of them should be classed as either a 'self-supporting person' or an 'earning dependant', according to the share of income attributable to him or her. The same principle will hold good with regard to any other business carried on jointly. It should also be noted that everyone who works is not necessarily a 'self-supporting person', or an 'earning dependant'. For instance, a housewife who cooks for the family, brings up the children, or manages the household is doing very valuable work. Nevertheless, she is a 'non-earning dependant', if she does not also earn an income.

Convicts in jails and lunatics in asylums are non-earning dependants. As regards under-trial prisoners, however, you should make requisite enquiries and record answers as in the case of any other person.

(3) The answers to this part of the question should be recorded in the first compartment. In case of a self-supporting person you should write 1, for an earning dependant write 2, and for a non-earning dependant write 3.

Illustrations:—(a) A family consists of Viswanath, a goldsmith, his wife, his son Gangadhar, and his two daughters. Viswanath maintains his family solely by his earnings. His wife merely looks after the household. Gangadhar occasionally helps his father in his work. In this family, only Viswanath is a self-supporting person and the rest are non-earning dependants.

(b) A family consists of Narsiah, his wife Lachamma, his young son, his widowed sister Buchamma and Buchamma's two young children. Narsiah works as a mazdoor in the bazaar and earns about Re. 1-8-0 a day. Lachamma does the cooking and looks after the children. Buchamma earns Rs. 15 a month as a sweeper in a rice mill. Buchamma, if she wants to, can maintain herself separately (though not her two children as well) at the same standard of life which she is now leading. Narsiah and Buchamma are self-supporting persons, and all the rest are non-earning dependants.

(c) Rajanna gets some money and grains annually by leasing his lands, and his family consists of his wife Rangamma, his mother-in-law Venkamma, his son Ramulu and two young daughters. Ramulu works in the shop of a Komati and earns Rs. 8 a month. Ramulu cannot maintain his present standard of life separately even if he wants to or is allowed to by his father. Venkamma merely looks after the house and does the cooking. Rangamma generally assists her mother in her cooking and looks after the children, but once in a way she pounds rice in neighbouring houses and gets in return some grains or a few annas. Rajanna depends upon Ramulu's monthly salary but not on the earnings of Rangamma for running his household. Rajanna alone is a self-supporting person in the family, Ramulu is an 'earning dependant' and all the rest 'non-earning dependants'.

(d) Kanakiah along with his younger cousins, Venkiah and Baliah, cultivates some ancestrally owned lands. Kanakiah is the head of the household. Just ask Kanakiah, whether Venkiah is entitled to a share which would be sufficient to cover the cost of maintaining him (i.e., Venkiah). If Kanakiah says yes, treat Venkiah as 'self-supporting'. If he says no, treat Venkiah as an 'earning dependant'. Adopt the same procedure with regard to Baliah.

NOTE:—You will thus note that no attempt should be made to make a detailed calculation of the share of an individual. All that has to be ascertained is whether in the opinion of the head of the household (or managing member) the individual concerned is entitled to a share and whether that share is sufficient to cover the cost of the maintenance of the individual. If it is sufficient, the individual is a self-supporting person. If not he is an earning dependant. This principle should be followed in all similar cases, e.g., with regard to members of a cultivator's family who take an active part in agricultural operations or members of the family of any trader or businessman who take an active part in the trade or business.

(e) Rang Rao, a Vakil, maintains his family consisting of his wife and three children solely by his earnings. Rang Rao's nephew, Gopal Rao, is also staying in Rang Rao's house for prosecuting his studies. Gopal Rao's father living in another village sends every month Rs. 20 to Rang Rao for the maintenance of Gopal Rao. Gopal Rao is neither a self-supporting person nor an earning dependant as he is not earning at all. He is only a 'non-earning dependant'.

(f) Abdul Khadar, a young orphan, has some lands and houses left by his father yielding some rental. Abdul Khadar is living with his uncle, Abdul Rahman. If the rental is sufficient, or more than sufficient, to maintain Abdul Khadar, treat him as 'self-supporting'. Otherwise, he will merely be an 'earning dependant'.

(g) Kishtayya maintains himself by begging. He is a self-supporting person in so far as we are concerned.

(4) After recording the answer in the first compartment, take up the second part of this question. Note that this part relates only to self-supporting persons. (In case, therefore, of persons whom you have recorded as 'earning dependants', or 'non-earning dependants' in the first compartment, you should merely write O in the second compartment and proceed with the next question). You should ascertain whether a self-supporting person earns his principal means of livelihood as an 'employer', or 'employee' or 'independent worker' and classify him accordingly. The terms are explained below:—

(a) *Employer*:—A person should be treated as an employer only if he has necessarily to employ any other person (or persons) in order to carry on the business from which he secures his livelihood and pays the other person (or persons) a salary or wage, in cash or kind. For purposes of determining an employer, casual employment, or part-time employment which does not provide the principal means of livelihood of the person (or persons) employed, should not be taken into account.

If a person employs a cook or other person for domestic service, he should not be recorded as an employer merely for that reason.

(b) *Employee*:—A person should be treated as an employee only if he ordinarily works under some other person for a salary or a wage, in cash or kind, as the means of earning his livelihood. There may be persons who are employed as managers, superintendents, agents, etc., and in that capacity control other workers. Such persons are also employees only, and should not be treated as employers.

(c) *Independent worker*:—A person should be treated as an independent worker only if he is not employed by anyone else and who does not also employ anybody else in order to earn his livelihood.

You should further note that there are a few self-supporting persons who do not come under any of the three categories mentioned above. These self-supporting persons are those that are not economically active or gainfully employed, e.g., pensioners, persons living entirely on interest from promissory notes, shares, etc. Beggars also will not come under any of these three categories.

(5) The answers to this part of the question should be recorded in the second compartment. If a self-supporting person earns his principal means of livelihood as an employer you should write 1, as an employee write 2, as an independent worker write 3. In case of other self-supporting persons and earning dependants and non-earning dependants write O.

Illustrations:—(a) Rama Iyer is earning his livelihood by running a hotel and employs a servant Rangayya on a monthly salary to attend to customers and

Rama Iyer's wife occasionally assists him in preparing the refreshments. Rangayya lives principally on this salary. Rama Iyer is an employer, and Rangayya an employee. (Rama Iyer's wife is a non-earning dependant, who does not come under the present classification at all—the entry for her would be O on the slip).

(b) Abdur Rahman is a tongawala who plies his tonga in the town and lives on the returns. He is an independent worker.

(c) Eswariah, who is a retail grain merchant, engages occasionally cartmen or mazdoors for bringing stocks of grain from a neighbouring town. Eswariah is only an independent worker.

(d) Dr. Hanmanth Rao, a physician, has employed a compounder on a monthly salary to prepare mixtures, etc., for the patients. The doctor is an 'employer' and the compounder an 'employee'.

(e) Abdul Razak is a postmaster whose principal means of livelihood is his employment as such. Abdul Razak has employed a cook, Syed Hussain, on a monthly salary. Syed Hussain, though he gets a small monthly rental for a house owned by him, principally depends upon this salary. Both Abdul Razak and Syed Hussain are employees only.

(f) Bankatlal is a money-lender. Diwan Chand is his munim on a monthly salary. Ramsingh is a full-time peon, paid by Bankatlal mostly in kind, who assists Diwan Chand to collect interest, etc. Both Diwan Chand and Ramsingh have no other means of livelihood. On rush days or pay days, Bankatlal also engages Abdul Karim, a neighbouring pan shop owner, on Re 1 a day to assist Ramsingh in collecting interest. But Abdul Karim earns his livelihood principally from his pan shop. In this set up, Bankatlal is an employer, Diwan Chand and Ramsingh are employees, and Abdul Karim an independent worker.

10. *Question No. 10—What is your principal means of livelihood?*

1. This is a very important question and should, therefore, take great care. You have to ascertain and enter the principal means of livelihood with regard to every person. The procedure to be adopted with regard to this question varies according to the categories of persons mentioned below. Note the procedure carefully.

(a) In case of a self-supporting person (i.e., a person with regard to whom you have recorded 1 as the answer in the first compartment of question No. 9), you should enquire as to how he makes his living. If the person has only one means of livelihood, you should record the occupation mentioned by him. In other words, in case of a person who has only one means of livelihood, you should automatically take it to be his principal means of livelihood. If, however, the person has more than one means of livelihood, then you should ascertain and record the occupation which gives

him the greater part of his income. In other words, in case of a person who has more than one means of livelihood, you should take the livelihood which gives him the greater part of his income as his principal means of livelihood. (The livelihood which gives him the next most important part of his income is called the secondary means of livelihood. This secondary means of livelihood has also to be recorded separately against question No. 11).

(b) In case of an earning dependant or a non-earning dependant (i.e., a person against whom you have recorded either 2 or 3, respectively, as the answer in the first compartment of question No. 9) you should ascertain and record the principal means of livelihood of the self-supporting person on whom he is dependent.* In other words, in case of an earning or a non-earning dependant, you assume his principal means of livelihood to be the same as the principal means of livelihood of the self-supporting person on whom he is dependent, partly or exclusively, as the case may be. Do not try to find out to what extent an earning dependant maintains himself out of his earnings. That question is not relevant for our classification. Thus, the answer to this question would be identical for a self-supporting person and for all persons who may be dependent on him, whether they are earning or non-earning dependants.

2. (a) To facilitate recording of answers four simple numerical contractions have been provided which cover most of the cases where the livelihood is dependent on agriculture. These contractions are as follows:—

(i) For a person who cultivates land owned by him you should write 1. In this category will fall persons like Pattedars (including Pote-Pattedars), Shikmidars (including Hissedars), Arazi Maqtadars and Inamdars, holders of seri lands, etc., who themselves cultivate the lands owned by them.

(ii) For a person who cultivates land owned by another person you should write 2. In this category will fall persons like Kauldars, Battaidars, etc. A protected tenant under the Hyderabad Tenancy and Agricultural Lands Act of 1950 would also come under this category.

(iii) For a person who is employed as a labourer by another person who cultivates land you should write 3.

(iv) For a person who receives rent in cash or kind in respect of land which is cultivated by another

person you should write 4. In this category would come Pattedars (including Pote-Pattedars), Shikmidars (including Hissedars), Arazi Maqtadars and Inamdars, holders of seri lands, etc., who have leased out their lands.

If a person falls under more than one of these categories, it is obvious that you should ascertain and record here that category which provides the largest income. The category which provides the second largest income would be the secondary means of livelihood to be recorded separately under question No. 11. You need not bother about more than two categories in any case.

(b) In all other cases you should write fully and clearly what the person does in order to earn his livelihood and where he does it. Two lines have been provided in the slip for this question so that you may record your answer in detail in every case. Use both the lines fully. Avoid vague and general terms. For instance, if you have to mention Government Service as the principal means of livelihood, do not merely write 'Government Service', but write in full the exact post held by the person and the office in which he is working and where it is located. If you are referring to a Police Constable at Wanaparathi, 'Government Service—Police Constable—Police Station—Wanaparathi' would be a correct entry. Similarly, if you are referring to persons whose principal means of livelihood is their pension, your entry must be equally detailed, e.g., an entry like 'Government Pensioner—Retired Clerk of Tahsil Office of Kushtagi' would suit our purpose. In case of persons working in a factory, mine, etc., your answer should indicate in as detailed a manner as possible both the nature of work on which the person is employed, and the product with which the factory, mine, etc., is concerned. For example, sample entries like 'Fitter—Cotton Ginning and Pressing Factory—Sailu', 'Underground worker—Coal Mines—Bellampalli', 'Accountant—Button Factory—Hyderabad' would serve our purpose. In case you are enumerating persons following professions like the legal, medical, etc., you should not use general terms like 'legal profession' or 'medical profession'. Entries like 'Doctor—Private Practitioner—Nalgonda', 'Hakim—Private Practitioner—Mahbubnagar', 'Pleader—Jagtiyal', 'Advocate's clerk—Gulbarga Town' should be made. Or again, if you are enumerating a trader you should describe the articles in which he is carrying on trade and state clearly whether he is a retail or a wholesale trader. (A retail trader is one who sells to the public. A wholesale trader does not sell his articles to the public). Entries like 'Cloth merchant' or 'Trading in bangles' will be of no use to us. But entries like 'Wholesale trader—Cotton

*Ordinarily, the father in a family would be the head of the household maintaining his wife and children. In such cases, the principal means of livelihood of the father should be recorded as the principal means of livelihood of his children and wife as well. In some cases the father, though not the head of the household, may be earning sufficiently for his maintenance as well as for the maintenance of his wife and children. In that case also the means of livelihood of the father will be the means of livelihood of his wife and children. In some exceptional cases, however, it may so happen that the father is not the head of the household and is himself a non-earning dependant, or an earning dependant, or a self-supporting person unable to maintain anyone else except himself. In such exceptional cases the principal means of livelihood of the head of the household should be recorded as the principal means of livelihood for the wife and the children and also for the father in case he is also a dependant or an earning dependant.

Piece Goods—Warangal City’ or ‘Retail trader—Glass Bangles—Mahbubnagar’ would meet with our requirements. Similarly, vague words like, ‘Mazdoor’ should not be used. But an entry like, ‘Mazdoor—Road Construction—Tuljapur’ or ‘Hamal—Railway Station—Bhongir’ would be quite alright. Avoid again mere entries like, ‘mechanic’, ‘salesman’, ‘agent’, ‘broker’, etc. Entries like, ‘Mechanic—Motor Workshop—Bhir’, ‘Salesman—Charminar Cigarette Factory—Warangal’, ‘Agent—Oriental Government Security Life Assurance Company—Latur’, ‘Cotton Broker—Umri’ would meet with our requirements. Do not miss any important part of the means of livelihood you have to record. For example, if you are enumerating a person who both repairs and makes furniture you should say ‘Maker and repairer of furniture’ and not merely ‘Furniture maker’. Once again remember that you should make full use of the two lines allotted for this question and enter as detailed information as possible of the principal means of livelihood you want to record.

11. *Question No. 11—What is your secondary means of livelihood ?*

(1) You have to ascertain and enter the secondary means of livelihood for every person enumerated by you. In this question again the procedure to be adopted varies according to three categories of persons, namely, self-supporting persons, earning dependants and non-earning dependants. The procedure indicated below should be noted carefully.

(a) In case of a self-supporting person (*i.e.*, a person with regard to whom you have recorded 1 as the answer in the first compartment of question No. 9) you should first enquire whether he has more than one means of livelihood. If the person has only one means of livelihood you should then write O against this question and take up the next question. (You would note that this solitary means of livelihood, has already been recorded by you against question No. 10). If, on the other hand, he has more than one means of livelihood then you should further enquire and record in full the occupation which brings him his second largest income, (you should note that the occupation which brings him the greater part of his income has already been recorded by you against question No. 10).

(b) In case of an earning dependant (*i.e.*, a person with regard to whom you have recorded 2 as the answer in the first compartment of question No. 9) you should enquire and record in full the occupation which gives him all or the greater part of his income. There is no doubt that an earning dependant is maintained partly by his income and partly by the income of some other person. It is absolutely unnecessary for you to enquire as to which is more important for his maintenance. As stated above, the occupation which gives the earning dependant all his income or the greater part of his income should always be taken to be his secondary means of livelihood and recorded against the present question.

(c) In case of a non-earning dependant (*i.e.*, a person against whom you have recorded 3 as the answer

in the first compartment of question No. 9) you should record the answer also as O.

(2) In recording your answers for the means of livelihood dependent on agriculture, you should adopt the numerical contractions mentioned in sub-para 10 (2) (a) above. Similarly, for recording other means of livelihood also you should follow strictly the instructions given in para 10 (2) (b) above.

(3) In brief, therefore, for a self-supporting person with any one means of livelihood you have to write O against this question. For a self-supporting person with more than one means of livelihood you have to write the means of livelihood next in importance to his principal means of livelihood. For earning dependants you have to write the means of livelihood which provides him with his earning or the greater part of his earning. For non-earning dependants also you have to write O.

12. *Question No. 12—Can you both read and write or can you only read a simple letter? If you can both read and write, have you passed any examination, and if so, what is the highest examination you have passed?*

(1) You should note that the test for reading is ability to read any simple letter, either in print or in manuscript, in any language. Similarly, the test for writing is ability to write a simple letter in any language.

(2) Start with the first part of the question, and ask whether the person can both read and write or can only read a simple letter. If the answer is that the person can neither read nor write, you should write O on the slip and take up the next question. If the answer is that the person can only read, then you should write 1 on the slip and take up the next question. If on the other hand, the answer is that the person can both read and write, then further enquire if the person has passed any examination, and if so, ascertain the highest examination passed by him. If the answer is that the person can only read and write and has not passed any examination then you should write 2 on the slip. If the person indicates the highest examination passed by him, then you should write in full the examination indicated by the person. You must, however, note that what we want is the highest examination actually passed. For instance, if a person states that he has studied up to matriculation, it does not mean that he has passed the matriculation examination. You should bear this point in view and make further enquiries whenever you feel the necessity to do so.

Remember that for a person who can neither read nor write you should write O, for a person who can read but cannot write you should write 1, and for a person who can both read and write you should write 2.

If a person who can read and write has also passed an examination do not write 2, but record the highest examination passed by the person.

(3) In many cases you may not have any difficulty at all in recording the highest examination passed by the person. For instance, you can easily write 'class 2', or 'matriculation', or 'B.A.', or 'B.Sc.', etc. But sometimes you may meet persons highly qualified or qualified in particular subjects and you may not quite follow the examination which he has mentioned. In such a case either request the person to write out the answer on a piece of paper and then copy it out very neatly without making any mistakes, or else show what you have written to the person concerned and obtain his confirmation that it is correct. Be very careful in such cases.

13. *Question No. 13—Are you unemployed and in search of employment?—If so, since when?*

(1) Through this question it is intended to collect data regarding unemployed persons who are fit for employment and are in search of it. Note that there are two compartments in the slip for this question.

(2) Start with the first part of this question and enquire whether the person is unemployed and in search of employment. If the person is in employment on the date of enumeration, then write O in both the compartments, and take up the next question. You should remember that the dissatisfaction of any person with the job he holds does not alter the basic fact that he is employed. Similarly, it is obvious that an employed person not attending to his work temporarily (*e.g.*, an employed person on leave or availing himself of holidays or on strike) but whose services have not been dispensed with by his employer should also be treated as employed.

(3) If the individual enumerated is unemployed but is not seeking employment, or happens to be a child (*i.e.*, one who has not completed 14 years of age), student, housewife, or is permanently disabled, then you should write 1 in the first compartment and O in the second compartment, and proceed with the next question.

(4) If the person is unemployed and is also seeking employment write 2 in the first compartment.

Then take up the other part of this question and ascertain the period (up to the date of the enumeration) during which he has been unemployed and in search of employment and enter this period in the second compartment. If this period runs to a year or more write the period in years and completed months, *e.g.*, if the period is 1 year 2 months and 20 days, then merely write '1 year and 2 months'. If the period is in months only, then write only completed months, *e.g.*, if it is 4 months and 25 days, merely write '4 months'. If the period is less than a month, then write the number of days, *e.g.*, if it is 22 days, then merely write '22 days'.

14. *Question No. 14—What is your sex?*

Eunuchs and hermaphrodites should be treated as males. Write 1 for males and 2 for females.

You should record your answer to this question in the corner compartment of the slip under No. 14.

15. *Practice.*

You should study the questionnaire and these instructions very carefully.

Practise the questions as much as you can. You can write down the answers on the back of an envelope or on any odd piece of paper or on a slate in the course of such practice. For your facility the contractions specified with regard to each question are mentioned in Annexure B. What we aim at is something like a man who has entered for a competition. At the competition he must be able to do his best and he will not have anyone to help him or to take his place. Consequently, he practises beforehand. You should do likewise. Keep this book with you when you go out to enumerate.

Consult your Supervisor or Charge Superintendent in case of any difficulty or doubt. But remember that in the last resort it is on you as a citizen of the country that India relies for the information she secures through the census.

ANNEXURE A

[Vide para 5 (1) of Part III at page 46]

The Indian Union comprises the following States:—

- | | |
|---|--------------------------------|
| 1. Assam. | 16. Saurashtra. |
| 2. Bihar. | 17. Travancore-Cochin. |
| 3. Bombay. | 18. Vindhya Pradesh. |
| 4. Madhya Pradesh. | 19. Ajmer. |
| 5. Madras. | 20. Bhopal. |
| 6. Orissa. | 21. Bilaspur. |
| 7. Punjab. | 22. Cooch-Behar. |
| 8. Uttar Pradesh. | 23. Coorg. |
| 9. West Bengal. | 24. Delhi. |
| 10. Hyderabad. | 25. Himachal Pradesh. |
| 11. Jammu & Kashmir. | 26. Kutch. |
| 12. Madhya Bharat. | 27. Manipur. |
| 13. Mysore. | 28. Tripura. |
| 14. Patiala & East Punjab States Union. | 29. Andaman & Nicobar Islands. |
| 15. Rajasthan. | |

ANNEXURE B

(Vide para 15 of Part III at page 52)

Numerical contractions that should be used by enumerators for recording answers which they are commonly likely to receive.

Question No. 1—Name and father's/husband's name.

Write name in full. After the name write in full in brackets the father's name in case of a male or an unmarried woman or a divorced woman. Write in brackets the husband's name in full in case of a married woman or a widow.

Question No. 2—(1) Nationality (2) Religion and (3) Special group.

PART (1) Nationality. Write 1 for all Indian nationals; for all others write nationality in full.

PART (2) Religion. Write 1 for Hindus; 2 for Muslims; 3 for Christians; 4 for Jains; 5 for Sikhs; for all others write the answer in full as actually returned.

PART (3) Special group. Write 1 for Muslims, Christians (other than Anglo-Indians), Jains, Sikhs, Parsees, Buddhists, Jews and all persons belonging to castes (or sects) mentioned below:—

- | | |
|-------------------------|------------------------------------|
| 1. Velala. | 11. Sunar (Ausala, Kam-sala). |
| 2. Brahman. | 12. Viswabrahman. |
| 3. Kayasth. | 13. Satani. |
| 4. Gujrati (Gurjar). | 14. Rangrez (Rangari, Bhavasagar). |
| 5. Khatri. | 15. Lohar (Kammari, Kambara). |
| 6. Bhat (Bhatraj). | 16. Bogam (Kasban). |
| 7. Komati (Vaishya). | 17. Darzi (Simpil). |
| 8. Velama. | |
| 9. Marvari. | |
| 10. Kshatriya (Fajput). | |

- | | |
|------------------------|-----------------------|
| 18. Gurav (Tambli). | 21. Baliya. |
| 19. Teli (Gandla). | 22. Arya Samajists. |
| 20. Lingayat (Jangam). | 23. Brahma Samajists. |

Write 2 for Anglo-Indians. For all persons belonging to other castes or tribes write the answer as actually returned in full. Write O for the persons who say that they do not belong to any caste or tribe.

Question No. 3—Civil Condition.

Write 1 for unmarried persons; 2 for married; 3 for widowed; 4 for divorced.

Question No. 4—Age.

Write age last birthday, i.e., the actual number of completed years. Write O for infants below 1 year.

Question No. 5—Birth place.

Write 1 for every person born in your district. For persons born elsewhere within Hyderabad State, but outside your district, write the name of the district in full. For persons born outside Hyderabad State, but within the Indian Union, write the name of the other State in full. For persons born outside the Indian Union, i.e., in foreign countries, write the name of the foreign country in full.

Question No. 6—Displaced person.

If the person enumerated is not a displaced person write O in both compartments of this question. For a displaced person write the date in full of his arrival in India in the first compartment, and the district of his origin in Pakistan in the second compartment.

Question No. 7—Mother-tongue.

Write 1 for persons whose mother-tongue is Telugu; if Marathi write 2; if Kannada write 3; if Urdu write 4; if Hindi write 5. In all other cases write the mother-tongue in full.

Question No. 8—Bilingualism.

If a person commonly speaks, in addition to his mother-tongue, Telugu write 1; if Marathi write 2; if Kannada write 3; if Urdu write 4; if Hindi write 5. In case of all other Indian languages write the name of the language in full. In case of all persons who do not commonly speak any other Indian language in addition to their respective mother-tongues, write O.

Question No. 9—Economic status.

First Compartment—Dependency.—Write 1 for a self-supporting person; 2 for an earning dependant; 3 for a non-earning dependant. The answers should be written in the first compartment.

Second Compartment—Employment.—If a self-supporting person earns his principal means of liveli-

hood as an employer write 1, as an employee write 2, as an independent worker write 3. For all other self-supporting persons and earning dependants and non-earning dependants write O. These answers should be written in the second compartment.

Question No. 10—Principal means of livelihood.

An answer to this question should be recorded on every slip. If the slip relates to a self-supporting person record his principal means of livelihood. If the slip relates to a dependant (whether earning or non-earning) record here the principal means of livelihood of the self-supporting person on whom he is dependent. The means of livelihood which provides the greater part of his income is the principal means of livelihood for a self-supporting person who has more than one means of livelihood. In the case of other self-supporting persons it is the only means of livelihood.

Use the following contractions for means of livelihood dependent on agriculture—Write 1 for a person who cultivates land owned by him. Write 2 for a person who cultivates land owned by another person. Write 3 for a person who is employed as a labourer by another person who cultivates land. Write 4 for a person who receives rent in cash or kind in respect of land which is cultivated by another person.

For all other means of livelihood write fully and clearly what the person does in order to earn his livelihood and where he does it.

Question No. 11—Secondary means of livelihood.

For a self-supporting person who has more than one means of livelihood write the means of livelihood next in importance to his principal means of livelihood. For an earning dependant write the means of livelihood which provides him with his earnings or the greater part of his earnings. Use the contractions indicated in

question 10 for means of livelihood dependent on agriculture.

For a self-supporting person who has only one means of livelihood write O. In the case of non-earning dependant also, write O.

Question No. 12—Literacy and Education.

Write O for a person who can neither read nor write; write 1 for a person who can read but cannot write; write 2 for a person who can read and write. If a person who can read and write has also passed any examination note the highest examination passed, instead of writing 2.

Question No. 13—Unemployment.

If the person is in employment write O in both compartments of this question. If he is unemployed but is not seeking employment, or happens to be a child (who has not completed 14 years), student, housewife or is permanently disabled then write 1 in the first compartment and O in the second compartment. If the person is unemployed and is also seeking employment write 2 in the first compartment and the period (in years and completed months, or completed months, or days only, as the case may be) during which he has been unemployed and in search of employment in the second compartment.

Question No. 14—Sex.

Write 1 for a male and 2 for a female.

NOTE :—You should remember that this Annexure indicates briefly some very important points. But this Annexure will be useful to you only when you have thoroughly acquainted yourself with the detailed Instructions. You should under no circumstances treat this as a summary of the Instructions.

APPENDIX C

(Vide paragraph 8)

Instructions Regarding the Preparation of the National Register of Citizens.

1. *National Register of Citizens.*—A National Register of Citizens should be prepared covering every person enumerated during the 1951 Census. Details with regard to each individual, as ascertained during that Census, should be entered in the Register according to instructions given at paras 6 and 7 below.

2. *Register to be in parts.*—The Register should be compiled in separate parts, namely one part for each village, and each ward (or blocks, if there are only blocks) of each town or city.

NOTE.—In case of towns or cities, divided into wards and sub-divided into blocks, the concerned District Census Officers (the terms shall include for purposes of these Instructions the Hyderabad and Secunderabad Municipal Census Officers and the Military Census Officer) can, however, if they so desire authorise preparation of these parts block-wise provided the population of the ward is 5,000 or more and they think ward-wise parts would be unwieldy.

3. *Safe custody of parts of the Register.*—The parts of the Register should ultimately be kept in the concerned Municipal Office in case of municipal areas, and in the concerned Tahsil Office in other areas—they will, however, have to be sent to the Census Commissioner for certain Census tabulation purposes in 1951. The responsibility for their safe custody shall rest with the Chief Executive Officer or the Tahsildar concerned, as the case may be. These parts constitute unpublished administrative records available for reference by authorised persons only and, like other Census records, they shall be inadmissible in evidence.

4. *Parts to be filled in by the Enumerators during enumeration period and checked by Supervisors.*—The parts should be written by the enumerator or enumerators concerned. The Supervisor concerned should check up every entry, in the parts of the Register. *The work of entry in the Register should be undertaken along with census enumeration and be completed on the day it ends, i.e., the work should start on 9th February, 1951, and be completed by the evening of 1st March, 1951. (The enumeration period starts from the sunrise on 9th February, 1951, and ends at sunrise on 1st March, 1951). No enumerator will have more than 1,000 persons to count and this would mean for him on an average enumeration and similarly entry in*

the Register of 50 persons a day.

Notwithstanding anything stated above, the concerned District Census Officer can, if he feels the necessity to do so, authorise any person other than the enumerator concerned to record the entries in the relevant portion of the Register.

5. *Language in which entries are to be recorded.*—All entries should be neat and clear and be made in black ink only. The entries in the Register (other than the numerals) should either be in the regional language concerned or Urdu. In case of Hyderabad and Secunderabad Cities the entries can either be in English, Urdu or Telugu. The concerned District Census Officer should issue clear instructions in this regard sufficiently in advance. Modi characters, however, should not be used. Only Indian International numerals (1, 2, 3, etc.,) should be used irrespective of the language of other entries.

6. *Description of Register and manner of filling its forms.*—The Register shall consist of 16 columns, vide form indicated in Annexure A. All entries therein should be based on the relevant entries in the concerned enumeration slips. The following instructions should be noted:—

“PART I—Names and Identification numbers.

First write the name and identification number of the concerned District, Tahsil and Town or Village, at the top of each sheet. In case of villages divided into blocks, or towns divided into blocks or both wards and blocks, enter similarly their numbers at the top.

Start with a fresh form for every block or ward. In case of villages with no blocks, start with a fresh form for every such village. Record about 25 persons on each page or about 50 persons per sheet. There is no objection if the forms are ruled in pencil to facilitate straight running of the entries relating to each person. Do not draw such lines in ink.”

PART II—Distinct grouping of household, institutional and houseless population.

(1) First enter household population. *The names should be entered by households in house-numbering order.*

NOTE.—On a few occasions, Enumerators may find it difficult to enter in the form on the same day the names of all persons by households in house-numbering order. This may be because persons belonging to a particular household could not be enumerated on that day. For example, the house or the rooms occupied by them in a house, may be locked, and there may be no one available to give details required for the enumeration. In such cases the filling up of the form should not be held up. The Enumerator's Register should be referred to in order to ascertain the number of persons in the particular household and enquiries should also be made with regard to number of such persons from neighbours and space should be left in the form on the basis of the larger of the two numbers so ascertained, and persons belonging to the next household should be entered in house-numbering order. The blank space in the form should be filled in the very next day by completing enumeration of that particular household which was not enumerated the previous day.

Members of the staff of institutions and their dependants, if any, normally residing in institutions should also be included among such population. After the entry of *every* 25 households, leave space sufficient to cover 4 entries and then enter the next group of 25 households.

(2) After entering all household population, leave space sufficient to cover 6 entries and then enter institutional population, *i.e.*, the inmates normally residing in jails, hospitals, leper asylums, orphanages, hostels, hotels, etc. After entering each such 100 inmates leave space sufficient to cover 4 entries. Write the name of the institution also in the remarks column against the first entry pertaining to each institution.

(3) After entering institutional population, leave space sufficient to cover 6 entries and then enter all houseless population, *i.e.*, persons who do not normally reside in houses (tramps, beggars, etc.): Space sufficient to cover 4 entries should be left after enumerating each group of such 100 persons. (Houseless persons will be enumerated only on the night preceding the sunrise of 1st March, 1951. They should, therefore, be recorded in the Register only on the 1st March).

NOTE.—The procedure for filling in the form in three distinct groups of household, institutional and houseless population should be as follows:—

The enumerator should refer to his enumeration pads and enter every day in the form the household population, enumerated by him during that day, as specified in sub-para (1) above. In case he has also enumerated any institutional population, he should *merely* make a note of the house numbers pertaining to the institutions and of the number of persons enumerated by him under each such house number on a separate piece of paper. He should not enter the institutional population at this stage. *He should complete the entry of all household population in each*

block (if the whole block is given to him, as will normally be the case), or in his portion of the block (if in rare cases as in some cities a portion of a block has been entrusted to him), or in each village (in case a small village with no blocks has been given to him). He should then leave space sufficient for 6 entries and enter all institutional population, if any, in house-numbering order. For this purpose, he should refer both to his enumeration pads and to the piece of paper on which he has noted down the details as indicated above. Lastly, when he completes the enumeration of houseless persons in the night previous to the sunrise on 1st March, 1951, he should leave space sufficient for 6 entries, and then enter all houseless persons also at the end.

PART III—Entries in the columns of the form.

(1) In column No. 1, enter *merely* the house-number as recorded on the slip of the person enumerated. You should not, however, write the block and ward numbers as this is to be written on the top of each form. In case of persons residing in houses containing more than one household, write also the alphabetical series indicated on the enumeration slips of the different households concerned in this column after the house number. In case of inmates of institutions you should write the letters 'Inst' (as done on the enumeration slips) below the house number. In case of houseless persons, this column should be left blank.

(2) In column No. 2 is to be entered the serial number of each household. This serial should be village-wise in case the village has no blocks, and in all other cases it should be block-wise. *This column should be filled in by the Supervisor concerned and not by the Enumerator.* The Supervisor should fill in this column only after he has checked up the entries in all the relevant forms and has properly arranged them as directed at para 8. This serial has to be given by the Supervisor himself and will not be available on the enumeration slips. It may be noted that this serial will be different from the serial in column No. 1 which relates to house numbers, and the serial in column No. 3 which relates to persons in each household. This serial represents the serial number of households and will thus be common for all persons belonging to the same household.

This column is to be left blank in case of institutional population and houseless population.

(3) In column No. 3, enter the serial number for each person in *each* household. Each household will thus have a fresh series. In case of inmates of institutions, you should give one serial for the inmates of each institution you are dealing with. In case of houseless population, there can be one running serial for persons entered by the enumerator.

(4) In column No. 4, write the name of the person in full. After writing the name of the person in full, in case of a male, or an unmarried woman or

a divorced woman, write the name of the father in full in brackets. In case of a married woman or a widow, write the husband's name in full in brackets. In case space in column No. 4 is not sufficient to write the name of the person enumerated and also the father's or husband's name, as the case may be, there is no harm done if the entry extends to column No. 5. In case column No. 5 is also insufficient, then you may write the father's or the husband's name within brackets immediately below the name of the person.

(5) Leave column No. 5 blank, unless it is also utilised as indicated in sub-para (4) above (for writing the father's or the husband's name, as the case may be) for lack of space in column No. 4.

(6) In column No. 6, write 1 for males and 2 for females.

(7) In column No. 7, write 1 for Hindus, 2 for Muslims, 3 for Christians, 4 for Jains and 5 for Sikhs. In case of others, write their religion in full.

(8) In column No. 8, write 1 for Muslims, Christians, (other than Anglo-Indian), Jains, Sikhs, Parsees, Buddhists, Jews and for persons belonging to any of the following castes (or sects) :—

- | | |
|------------------------------|-----------------------------------|
| 1. Velala | 13. Satani |
| 2. Brahman | 14. Rangrez (Rangari, Bhavasagar) |
| 3. Kayasth | 15. Lohar (Kammari, Kambara) |
| 4. Gujrati (Gurjar) | 16. Bogam (Kasban) |
| 5. Khatri | 17. Darzi (Simpi) |
| 6. Bhat (Bhatraj) | 18. Gurav (Tambli) |
| 7. Komati (Vaishya) | 19. Teli (Gandla) |
| 8. Velama | 20. Lingayat (Jangam) |
| 9. Marvari | 21. Balija |
| 10. Kshatriya (Rajput) | 22. Arya Samajists |
| 11. Sunar (Ausala, Kam-sala) | 23. Brahmo Samajists |
| 12. Viswabrahman | |

Write 2 for Anglo-Indians. For all others, write the name of their caste or tribe as returned. For persons stating that they are not members of any caste or tribe write O.

(9) In column No. 9, write 1 for unmarried, 2 for married, 3 for widowed and 4 for divorced persons.

(10) In column No. 10, write the actual number of years completed by a person on 1st March, 1951 (1st Ardibehist 1360 F.). Write O for infants below one year.

(11) In column No. 11, write 1 for a self-supporting person; 2 for an earning dependant; and 3 for a non-earning dependant.

(12) In column No. 12, for a self-supporting person earning his principal means of livelihood as an employer write 1, as an employee write 2 and as an independent worker write 3. For all other self-supporting persons, and all earning or non-earning dependants write O.

(13) In column No. 13, for a self-supporting person write his *principal* means of livelihood. For an earning or non-earning dependant, write the principal means of livelihood of the self-supporting person on whom he or she is dependent. In recording principal means of livelihood dependent on agriculture use the following contractions :—

Write 1 for a person who cultivates land owned by him. Write 2 for a person who cultivates land owned by another person. Write 3 for a person who is employed as labourer by another person who cultivates land. Write 4 for a person who receives rent in cash or kind in respect of land which is cultivated by another person. For all other means of livelihood write fully what the person does in order to earn his livelihood and where he does it.

(14) In column No. 14, for a self-supporting person having *more than one* means of livelihood write the means of livelihood next in importance to his principal means of livelihood. For an earning dependant, write the means of livelihood which provides him with his earnings or the greater part of his earnings. For writing means of livelihood dependent on agriculture use the same contractions indicated at sub-para (13) above. For a self-supporting person who has only *one* means of livelihood write O. For a non-earning dependant also write O.

(15) In column No. 15, write O for a person who can neither read nor write. Write 1 for a person who can read but cannot write. Write 2 for a person who can read and write. If a person who can read and write has also passed an examination, write the highest examination passed, do not write 2."

7. *Cancellation of entries of deceased persons and entering of new births and visitors hitherto unenumerated.*—The Enumerators and Supervisors will be checking finally the census enumeration on the 1st, 2nd and 3rd March, 1951. The forms filled as at para 6 above should also be brought in line with this check up. This means :—

(1) If the census slip of a person is cancelled on account of his or her death before the sunrise on 1st March, 1951, then the entry in the form relating to that person should be neatly struck off by a line drawn in *ink* horizontally from the 3rd to the 15th column. In the 16th column, the word 'dead' should be written against this line.

(2) If any infant (born before the sunrise on 1st March, 1951) is enumerated during these three days then the infant should be entered in the form. Similarly, if any, 'visitor' who was not enumerated anywhere else during the enumeration period has been enumerated during this period, then the visitor should also be entered in the form. The following procedure should be followed for such fresh entries :—

(a) These fresh entries should be made by the enumerator concerned in one group at the end of *all* the other entries in each block (in case the whole

block is given to him) or in his portion of the block (in case a portion of a block has been entrusted to him) or in each village (in case a small village with no blocks has been given to him). Space sufficient to cover about six entries should be left in between this group of fresh entries and the last previous entry.

(b) The fresh entries should in turn be made in the serial order of the house (or household) numbers, e.g., if a child is born in each of two houses, say numbered 17 and 28, you should first enter the baby born in house number 17 and then enter the other baby in your form.

(c) The procedure indicated in para 6 should be followed in recording details except that no space need be left in between any of these fresh entries. In filling the serial number in column 3, the serial should follow the previous serial number for the particular household (or inmate of the institution, as the case may be) to which the person belongs and no fresh serial should be entered, e.g., if in a household where five persons were previously entered, an infant has now to be freshly entered the serial number in column 3 should be 6.

(d) In the remarks column, the words 'new birth' or 'visitor', as the case may be, should invariably be written against each such fresh entry.

(e) Whenever a fresh entry is made as indicated above, then in the remarks column against the last entry previously made for the same household (or institution) the word 'Addition' should be written.

(3) This work should be completed by the Enumerators by the evening of 3rd March, 1951.

Duties of Enumerators, Supervisors, Charge Superintendents and Tahsil Census Officers regarding filled in forms.—(1) All forms filled by each Enumerator should be arranged in house-numbering order and each page should be signed by him at the bottom right hand corner and handed over to the Supervisor by the evening of 4th March, 1951.

(2) (a) The Supervisor should see that the forms are arranged in case of villages with no blocks in house-numbering order and in case of villages with blocks, block-wise in house-numbering order. He should then stitch the forms pertaining to each village separately with a title cover on the top.

(b) In case of towns with only blocks (or wards) he should arrange the forms block-wise (or ward-wise) in house-numbering order and stitch the forms pertaining to each block or (ward) separately after placing them in a title cover.

(c) In case of towns or cities divided both into wards and further sub-divided into blocks, the Supervisor will be instructed by the Charge Superintendent subsequently regarding the stitching of the forms in the light of final decision taken as indicated in the note under para 2 above. But he will have anyway first to arrange the forms ward-wise and block-wise in house-numbering order.

(d) In all cases the Supervisor should sign (next to the Enumerator's signature) at the end of each page. All the forms so arranged should be handed over to the Charge Superintendent concerned by the evening of 5th March, 1951.

(3) In case of villages, or towns, or cities, the Charge Superintendent should satisfy himself that the forms are arranged and stitched as required. Otherwise, he should see that they are done so over again. He should sign at the end of each such stitched part. He should personally hand over the stitched parts to the concerned Tahsil Census Officer by the evening of 7th March, 1951, at the latest along with his census enumeration abstracts, pads, etc. (In case of Hyderabad and Secunderabad municipal areas, and the cantonment areas of Hyderabad, Secunderabad and Aurangabad, separate instructions will be issued by the Census Commissioner regarding the authorities to whom the parts are to be handed over).

(4) The Tahsil Census Officer should satisfy himself that all the parts of the Register are arranged and stitched as required. If not, it should be redone under his supervision. He should then get the pages in each part numbered in ink and then sign at the end of each part and arrange for the safe custody of all the parts in his office pending further instructions from the Census Commissioner. He should immediately thereafter send to the Divisional Census Officer a completion report in duplicate on lines indicated below separately for his urban and rural areas.

District () ; Tahsil ().

Code No. of village	Name of village	No. of parts	Remarks
1	2	3	4

I have checked parts of the National Register of Citizens referred to opposite. They have been prepared and stitched in accordance with the instructions and are now safely preserved in my office.

.....
Tahsildar

D -

Total No. of parts :

Obviously there will be only one part for each village. In case of urban areas the report should also be on the form indicated above except that in column 1

'Code No. of town' will have to be written instead of 'Code No. of village' and in column 2 'Name of town' instead of 'Name of village'.

The Divisional Census Officer should countersign the report and send a copy each to the District Census Officer and the Census Commissioner.

9. *Supply of Forms.*—The forms of the Register and

the title cover will be supplied by the Census Commissioner's Office through the District Census Officers.

10. *Further instructions.*—Further directions in this regard, if any, will be issued by the District Census Officer or the Census Commissioner as the case may be.

[*Form.*

APPENDIX D

(Vide paragraph 15)

Proceedings of the Meeting held at the Census Commissioner's Office on 27th November, 1950, at 3-00 p.m.

The following were present with their Assistants:—

1. Major R. F. Boga, Collector, Hyderabad.
2. Premchand, Esq., Chief Assessor, Hyderabad Municipality.
3. Mohd. Askari Jafari, Esq., Deputy President, Secunderabad Municipality.
4. Sardar Balwant Singh, Military Census Officer, Secunderabad Cantonment.
5. G. N. Tampi, Esq., Assistant Military Census Officer, Hyderabad Cantonment.
6. Rafi Hydari, Esq., Railway Census Officer, Secunderabad.
7. Shoukat Ali Khan, Esq., Divisional Census Officer, Hyderabad Eastern Division.
8. Tej Narayan, Esq., Divisional Census Officer, Hyderabad Western Division.

The Census Commissioner first impressed the importance of the Hyderabad District, the Hyderabad Municipal, the Hyderabad Cantonment, the Secunderabad Municipal and the Secunderabad Cantonment authorities being very definite and clear about the jurisdiction in which they are to conduct Census operations in and around Hyderabad and Secunderabad Cities. He added that the important points to be borne in mind in this connection were that as far as possible the creation of artificial jurisdiction for Census purposes was to be avoided; the authorities concerned should be responsible for all Census operations within their respective jurisdiction; and only when the demarcation of existing boundaries as between the various jurisdictions was hazy or impracticable, the authorities concerned must sufficiently in advance consult and settle the respective areas in which they are to operate.

2. Roman numbers for urban units.

(i) The Hyderabad Revenue authorities stated that of the 44 villages constituting the Hyderabad Municipal area all except (1) Champapet, (2) Baghe-Mosereymond, (3) Tigalguda and (4) Gaddi Annaram belonging to Tahsil Hyderabad West—the four villages mentioned above being in Hyderabad East. In order to avoid complications it was agreed that the whole of Hyderabad Municipal area should be deemed to be

in Hyderabad West for Census purposes and it should be allotted the number 1-1-I as its location Code.

(ii) The Hyderabad Revenue authorities pointed out that except for Roushanuddowla which is in Hyderabad East all the 23 villages (or parts of villages) comprising the Hyderabad Cantonment fall in Tahsil Hyderabad West. It was, therefore, agreed that Hyderabad Cantonment should be allotted the Roman serial 1-1-II.

(iii) As regards the Secunderabad Municipality the exact revenue villages or part of villages falling within the Municipality could not be stated because of contrary lists supplied by the Secunderabad Municipality. Both the Hyderabad Revenue authorities and the Secunderabad Municipal authorities, however, agreed that almost all the Secunderabad Municipal area falls in Hyderabad West. It was therefore, decided that Secunderabad Municipal area should be allotted the number 1-1-III.

(iv) It was pointed out by the Hyderabad Revenue and Cantonment authorities that Secunderabad Cantonment consists of 32 revenue villages or part of revenue villages all of which are in Tahsil Hyderabad West, except Ammuguda which is in Medchal. The Cantonment authorities desired the division of the Cantonment area into Strictly Military Area and the area which is not strictly Military. It was, therefore, decided to allot number 1-1-IV to the Strictly Military Area and 1-1-V to the other portion of the Secunderabad Cantonment.

3. Demarcation of Railway Areas.

It was agreed that as a matter of principle all Railway lines should be brought under the jurisdiction of the Hyderabad Municipality or the Secunderabad Municipality or the concerned Revenue village or the Municipal town of Hyderabad District, as the case may be. It was also agreed that in accordance with para 5 of Census Circular No. 17, dated 26th September, 1950, Enumerators and even Supervisors should be recruited from Railway areas wherever necessary. In all other Railway areas the Railway Census Officer would issue instructions to the concerned Railway authorities to see that all facilities are extended to the Enumerators and other Census Officers of the Hyderabad or Secunderabad Municipality or of the Hyder-

abad District for Census enumeration and other allied work. It was fully realised that it was necessary to be very clear about the jurisdiction (Hyderabad Municipal or Secunderabad Municipal or Hyderabad District) within which each portion of the Railway lands falls. In order to go thoroughly into this question and to clearly demarcate the relevant areas it was agreed that a Committee consisting of Mr. Rafi Hydari, N. S. Railways, Mr. Premchand, Hyderabad Municipality, Mr. Devrajan, Secunderabad Municipality, and Mr. Tej Narayan, Divisional Census Officer, Hyderabad West, should be constituted. (It was pointed out that the only Railway area falling within the Secunderabad Cantonment was Cavalry Railway Station and that this Railway Station is being treated as a separate block for all Census purposes and is being looked after by the Secunderabad Cantonment authorities).

A detailed report of this Committee will be sent to the Census Commissioner for record after being vetted by the Collector, Hyderabad District. The demarcation will have to be settled and explained in detail sufficiently in advance to all the Census staff concerned including the Supervisors and Enumerators on the site itself.

4. *Demarcation of Secunderabad Municipal and Hyderabad District and other adjoining areas.*

The Secunderabad Municipality is definite about its boundaries, but there are many Revenue villages which are partly within the Municipal area and partly outside the Municipal area. Mr. Devrajan of the Secunderabad Municipality and Mr. Tej Narayan, Divisional Census Officer, Hyderabad West, should examine the case in detail in order that the District authorities may be sure of the areas wherein Census work will have to be conducted by them. For this purpose a list of the villages falling partly with the Secunderabad Municipality and partly outside the Municipality will also have to be drawn up. Their detailed report in this regard will similarly be sent to the Census Commissioner for record after being vetted by the Collector, Hyderabad District, in the first instance.

The Hyderabad and Secunderabad Municipal authorities stated that wherever their jurisdictions met their boundaries were very clear. It was, however, agreed that the boundary limits should be clearly explained to the Supervisors and Enumerators concerned. For this purpose the Hyderabad and Secunderabad Municipal authorities should ask the concerned Charge Superintendents to contact each other in the first instance and after satisfying themselves that they have no doubts in the matter explain the position on site to the Supervisors and the Enumerators concerned.

Similar action should be taken by the Charge Superintendents concerned of Secunderabad Cantonment area and Secunderabad Municipal area the boundaries of which are equally well defined.

5. *Demarcation of Secunderabad Cantonment, Hyderabad District and other adjoining areas.*

The Military Census Officer stated that Secunderabad Cantonment area was very clearly demarcated, but as in the case of Secunderabad Municipality there are Revenue villages partly within and partly outside the Cantonment areas. It was thought advisable that the authorities concerned should examine the question in detail in order to avoid any complications subsequently. It was, therefore, agreed that the Executive Officer of Secunderabad Cantonment and Mr. Tej Narayan, Divisional Census Officer, Hyderabad West, should go into this question. Their detailed report should be sent to the Census Commissioner for record after it is vetted by the Collector, Hyderabad District.

6. *Demarcation of Hyderabad Municipal and Hyderabad District areas.*

It was stated by both the Revenue and Hyderabad Municipal authorities that in certain cases the boundaries between the two jurisdictions are rather hazy. It was agreed that Mr. Tej Narayan, Divisional Census Officer, Hyderabad West, and Mr. Premchand, Chief Assessor, Hyderabad Municipality, should go into the whole question and make a detailed report. The report should be sent to the Census Commissioner for record after it is approved of by the Collector, Hyderabad District, and Vice-President, Hyderabad Municipality.

7. *Demarcation of Hyderabad Cantonment, Hyderabad District and other adjoining areas.*

The Hyderabad Cantonment authorities stated that they were very clear about their jurisdiction. For reasons similar to those mentioned at para 5 above it was, however, agreed that Mr. Tej Narayan, Divisional Census Officer, Hyderabad West, and Mr. G. N. Tampi (Assistant Military Census Officer and Executive Officer, Hyderabad Cantonment) should examine the question in detail. Their report should similarly be sent for record to the Census Commissioner after being vetted by the Collector, Hyderabad District.

It was further agreed that the concerned Charge Superintendents of Hyderabad Cantonment and Hyderabad Municipal areas should be asked to contact each other, get thoroughly acquainted with the demarcation of the two jurisdictions and explain the position clearly on site to the Supervisors and Enumerators sufficiently in advance of Census.

(In all the Committees mentioned above Mr. Tej Narayan, Divisional Census Officer, Hyderabad West, should, wherever the other division of Hyderabad District is also involved, associate Mr. Shoukat Ali Khan, Divisional Census Officer, Hyderabad East, in the work. Mr. Tej Narayan will be the convener of the Committees).

8. *List of villages.*

The Collector, Hyderabad District, should, after completion of the work as stated above, send to the Census

Commissioner for record an authorised list of Revenue villages falling within the Hyderabad Municipality, Secunderabad Municipality, Hyderabad Cantonment, and Secunderabad Cantonment with their basic Revenue numbers and additional information as to whether they are wholly or partly within the jurisdictions concerned.

9. *Code numbers of villages partly in Hyderabad District and partly in Hyderabad or Secunderabad Municipalities or Hyderabad or Secunderabad Cantonments.*

There are a number of Revenue villages which are partly in Hyderabad District, and partly within the Hyderabad or Secunderabad Municipalities or the Hyderabad or Secunderabad Cantonments. It was agreed that the code number for that portion of the village which is in Hyderabad District should be the basic Revenue village number allotted to it by the Hyderabad District authorities with the addition of the word ' ۛۛۛۛ ' or 'Rural'. For example, if say, a village Rasoolpur in Tahsil Hyderabad West which is allotted number 4 under the Location Code framed by the Hyderabad District authorities, falls partly within the Secunderabad Municipality and partly outside, then the code number for that portion of Rasoolpur which will be enumerated by the Hyderabad District authorities will be 1-1-4 ' ۛۛۛۛ '. The other portion falling within Secunderabad will of course be covered by the code number 1-1-III.

10. *Scrutiny of Census arrangements for special and suburban areas falling in Hyderabad District.*

It was agreed that the Collector, Hyderabad District, should take such measures as he deems advisable to see that proper arrangements have been made for Census work in special and suburban areas falling within Hyderabad District but which are outside the Secunderabad or Hyderabad Municipalities or the Hyderabad or Secunderabad Cantonments. (Such areas should include places like the University Town, industrial establishments at Sanat Nagar, etc.). In this connection

directions contained in para 5 of Census Circular No. 17, dated 26th September, 1950, may be kept in view. If felt necessary and the population of the unit is sufficiently large and warrants it, the Collector could treat it as a separate urban unit and allot to it a Roman number within the concerned Tahsil.

The Vice-President, Hyderabad Municipality, the Deputy President, Secunderabad Municipality, the Military Census Officer, Secunderabad Cantonment, and the Assistant Military Census Officer, Hyderabad Cantonment, should also check up that suitable arrangements have been made for all special areas falling within their Municipalities or Cantonments, as the case may be.

11. *Location Code for Hyderabad District.*

It was agreed that the Hyderabad District authorities should take immediate steps to finalise the Location Code sent through their letter No. Rc. 212/AJA/Hyd/50, dated 29th August, 1950. Under this code, Roman serials will also have to be allotted to the urban units in Hyderabad District. The code number thus finally approved of by the Collector, Hyderabad District, will have to be intimated to the Divisional Census Officers, Tahsil Census Officers, Charge Superintendents, Supervisors and Enumerators sufficiently in advance so that complications may not arise at the last moment.

The Collector would send for record with the Census Commissioner a final Location Code framed by him in this connection. A list of urban units should also be separately attached to the list indicating the Roman number allotted to each of such urban units and the names and basic Revenue village numbers of the villages which fall (wholly or partly, which should also be indicated) under each urban unit.

12. It was agreed that the Collector, Hyderabad District, will be in charge of all matters connected with general co-ordination work. If subsequently any dispute should arise, his decision should be treated as final so as not to hold up Census work in any area, however, insignificant it may be.

(Sd.) C. K. MURTHY,
Census Commissioner.

APPENDIX E

(Vide Paragraph 17)

Districtwise Statement Regarding the Number of Charge Superintendents, Supervisors and Enumerators appointed for the 1951 Census Enumeration

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
districts	Population	Houses	Households	No. of Charge Superintendents	No. of Supervisors	No. of Enumerators	Average No. of Supervisors per Charge Superintendent	Average No. of Enumerators per Supervisor	Average No. of persons per Enumerator	Average No. of houses per Enumerator	Average No. of households per Enumerator
HYDERABAD STATE	18,655,108	3,379,955	3,755,144	880	4,848	26,849	5.5	5.5	695	125.9	139.9
<i>North Hyderabad Division</i>	<i>5,946,404</i>	<i>1,036,855</i>	<i>1,158,078</i>	<i>271</i>	<i>1,521</i>	<i>8,450</i>	<i>5.6</i>	<i>5.6</i>	<i>704</i>	<i>122.7</i>	<i>137.1</i>
Aurangabad	1,179,404	218,627	238,498	57	388	1,787	6.8	4.6	660	122.3	130.7
Parbhani	1,010,864	194,214	199,960	42	246	1,325	5.9	5.4	763	146.6	150.9
Nanded	949,936	155,483	185,550	41	220	1,245	5.4	5.7	763	124.9	149.0
Bidar	1,172,702	199,244	222,618	63	329	1,793	5.2	5.4	654	111.1	124.2
Bhir	826,046	131,836	161,960	33	168	1,265	5.1	7.5	653	104.2	128.0
Osmanabad	807,452	137,451	154,492	35	170	1,035	4.9	6.1	780	132.8	149.3
<i>South Hyderabad Division</i>	<i>12,708,704</i>	<i>2,343,000</i>	<i>2,597,066</i>	<i>609</i>	<i>3,327</i>	<i>18,399</i>	<i>5.5</i>	<i>5.5</i>	<i>691</i>	<i>127.3</i>	<i>141.2</i>
Hyderabad	1,511,336	213,451	274,658	76	359	1,858	4.7	5.2	813	114.9	147.8
Mahbubnagar	1,186,496	226,606	237,692	56	301	1,720	5.4	5.7	690	131.7	138.2
Raichur	1,151,987	232,920	246,557	71	286	1,778	4.0	6.2	648	131.0	138.7
Gulbarga	1,448,944	267,112	290,410	60	346	2,179	5.8	6.3	665	122.6	133.3
Adilabad	902,522	184,915	195,349	60	221	1,133	3.7	5.1	797	163.2	172.4
Nizamabad	773,158	152,968	173,403	45	188	1,077	4.2	5.7	718	142.0	161.0
Medak	1,027,293	184,205	204,361	49	273	1,643	5.6	6.0	625	112.1	124.4
Karimnagar	1,581,667	301,048	338,713	59	451	2,109	7.6	4.7	750	142.7	160.6
Warangal	1,581,326	284,092	319,528	63	530	2,615	8.4	4.9	605	108.6	122.2
Nalgonda	1,548,975	295,633	316,385	70	372	2,287	5.3	6.1	675	129.3	138.3

APPENDIX F

(Vide paragraph 24)

Instructions regarding house-numbering.

1. *Definition of 'house' and its identification.*—For the purposes of these instructions 'house' means every dwelling with a separate main entrance. The house constitutes the social unit. It is necessary that each of such units should have a physical identification, *i.e.*, a number showing outside.

2. *Other places to be included among 'houses' for numbering purposes.*—It is likely that human beings may be found, or may reside in places, such as offices, hospitals, mosques, dargahs, ashurkhanas, temples, serais, hotels, shops, godowns, etc., which are not 'dwellings', or houses in the sense the term is generally used. For purposes of population round-ups, or for other purposes, such places have also to be visited or taken account of. It is, therefore, equally necessary that such places should also bear the physical identification (*i.e.*, the number) irrespective of whether human beings actually reside in it or not at any given moment. The numbers given to such places should be in the main sequence of the house numbers and should not constitute any separate series.

3. *Independent access to be the criterion for a separate number.*—Quarters opening on to a country-yard, blocks of flats opening on to a common stair, etc., come under the category of a dwelling with a separate main entrance, and each of them should, therefore, bear a separate number. On the contrary, there may be dwellings which harbour more than one family but unless each of the families has its *own independent access* to outside, they should not be given a separate number.

4. *The places where the number is to be marked.*—The house number may be marked (1) on or near the centre of the lintel of the front door; or (2) on the front door or gate itself; or (3) in case there is no durable door, on the wall near the entrance—for this purpose a small portion of the wall should be whitewashed (if this has not already been done by the owner) and the number marked on the whitewashed portion; or (4) in case of houses (huts, etc.) which have neither doors nor walls, on any suitable rafter or flat post in the house; or failing all this (5) on a small metal plate (preferably zinc) or wooden board—the plate or the board, as the case may be, should be hung by a wire or rope from the roof of the dwelling at or

as near the entrance as possible, and an acknowledgement of the receipt of the number plate or board should be obtained from the person residing in the dwelling.

The place for marking the number should be selected in the order of preference as indicated above. It should, however, be noted that in the selection of places on the houses for marking the numbers, uniformity of location is the ideal. Where deviations cannot be avoided, they should be subject again to some uniformity. This would facilitate location of numbers without any effort.

5. *The manner of marking and the size of the numbers.*—The numbers should preferably be half an inch thick and two and a half inches high. They should be marked neatly and should be distinctly legible. Uniformity in size could be achieved, and wastage of marking material eliminated, by the supply from the District Headquarters of tin or zinc or even card-board stencils for the purpose. (The stencils should comprise numerals 0 and 1 to 9 and a dash for use as hyphen in numbers like 1-10 or 2-5-15). Coal-tar should be used for marking the numbers. (Coal-tar has been suggested for reasons of economy, and there is, therefore, no objection if paint is used instead). If the owners provide metal plates with the numbers painted on them, they may be accepted, and in fact such offers should be encouraged. (Similarly Municipalities may, if they so desire, arrange for metal plates). For numbering the international form of Indian numerals (namely, 1, 2, 3, etc.,) should be adopted.

6. *Division of villages into blocks and numbering of houses by blocks.*—In small villages the numbering should run in one series for the whole village. Bigger villages, however, should be divided into compact blocks. The boundaries of blocks should as far as possible consist of clear topographical details like roads, canals, hillocks or streets—and artificial boundaries should be avoided. A block should consist of a group of adjoining streets or other compact area with well defined boundaries and should not ordinarily exceed 100 houses. The numbering should be done by blocks, *i.e.*, there should be a separate series of numbers for each block. Each of the blocks should be given a number, thus 3-91 would mean house number 91 of block number 3-

NOTE:—(i) The name of the village or town, should be entered at the top. The numbers of the village, town, taluq and district, when allotted subsequently,* should be entered within the brackets.

(ii) In column 1, the number of the ward, if any, should be entered in serial order. In small towns (where there are no wards) and villages, this column should be either deleted from the form, or left blank.

(iii) In column 2, the number of the block should be entered in serial order. In small villages with no blocks, this column should be left blank.

(iv) In column 3, the total number of buildings, etc., numbered in the relevant blocks (or villages where there are no blocks) should be entered. It may be noted that the total number of buildings, etc., in the block would mean not the highest number allotted in the block, but the highest number plus the total of the sub-numbers allotted.

(v) In column 4, the total number of houses, buildings, etc., which are used *either exclusively or partly for residential* purposes should be entered.

(vi) In column 5, the total number of houses, buildings, etc., which are *exclusively* used for non-residential purposes should be entered.

(vii) In column 6, the total number of houses, buildings, etc., numbered but which have since been pulled down or ceased to exist should be entered.

(2) This form should be completed immediately after the existing numbering in the village, town or city (as the case may be) are revised in the light of these instructions. Thereafter every year the Patwari or the Executive Officer, as the case may be, should fill in fresh forms and certify it as required after verification. But a variation summary must be attached to these fresh forms as indicated below:—

Items	Current year	Last year	Difference
1. No. of buildings, etc.
2. No. of residential buildings, etc.
3. No. of non-residential buildings, etc.
4. No. of buildings, etc., which were allotted numbers but which have since ceased to exist.

12. *Village plans.*—It would be advisable to maintain, as supplementary to the records stated at para 11 above, a plan of the village indicating how the streets run, the numbers in each street (it is not necessary to locate each building), the boundaries of each block and important topographical details. Similarly plans for hamlets attached to the village can be drawn on the same sheet or on a separate one. It is not at all necessary that these plans should be to scale. They should, however, be drawn on thick durable paper. It should suffice if these plans can help an official to proceed to any house, whose number he knows, without any further assistance.

13. *Plans for towns and cities.*—It would be advisable to maintain plans as stated at para 12 above ward-wise (or block-wise in case there are no wards) for towns and cities also. In Hyderabad and Secunderabad Cities sketch maps should show the ward lay-outs, and the appropriate road junctions where house number one (1) exists.

14. *Copies of forms and plans to be sent to Tahsil Office.*—The Patwari or the Executive Officer, as the case may be, should forward to the Tahsil concerned a copy of the record maintained by him in accordance with the instructions at para 11 above and a copy of the plan prepared as at para 12 or 13 above, as the case may be. These forms and plans should be docketed and filed carefully in the office of the Tahsildar concerned for reference whenever needed.

15. *Inspection by touring officers.*—The Tahsildar and the other touring Officers (the Revenue Inspector, the Health Inspector, the Rationing Inspector, etc.), while on tour, should also check up that these instructions are being complied with. In case of non-compliance they should report the matter to the Tahsildar concerned.

16. *Existing system to be retained if they satisfy the Instructions.*—If the existing house-numbering in any village, town or city satisfies these instructions, they should be retained. There is also no objection to the retention of the existing system at any place if it could be made to accord with these Instructions by allocation of sub-numbers or fresh numbering only in parts.

17. *Obliteration of old numbers and maintenance of new numbers.*—All old numbers, other than those that have been retained, should be obliterated. The retained or fresh numbers should be well maintained. (It may be noted that under section 10 of the Census Act, as now amended, any person who removes, alters or damages any numbers painted or affixed for the purposes of the census, can be punished with a fine extending to rupees one thousand).

*Immediately after the Jagir areas are taken over and absorbed within the concerned geographical district limits, it is intended to introduce a code system, under which numbers will be allotted to each district, to each taluq within the district, and to each village within the taluq. This case will be dealt with separately.

APPENDIX G

(Vide paragraph 26)

Statement of amounts allotted to various districts for house-numbering purposes.

Srl. No.	Name of District					Total allotment in O. S. Rupees
(1)	(2)				(3)	
1	Hyderabad	1,500	
2	Mahbubnagar	1,700	
3	Raichur	1,750	
4	Gulbarga	1,800	
5	Bidar	1,950	
6	Osmanabad	1,500	
7	Bhir	1,850	
8	Aurangabad	2,050	
9	Parbhani	1,800	
10	Nanded	1,500	
11	Adilabad	1,750	
12	Nizamabad	1,500	
13	Medak	1,775	
14	Karimnagar	1,800	
15	Warangal	1,584	
16	Nalgonda	1,750	
Grand total ..					27,559	
Equivalent to I.G. ..					23,622	

APPENDIX H

(Vide paragraph 27)

Copy of D.O. No. 226, dated the 24th March, 1950, from Shri C. K. Murthy, Superintendent of Census Operations, Hyderabad-Dn., to Shri V. K. Ramachandran, Deputy Chief Engineer, N.S. Railway, Secunderabad-Dn.

SUBJECT :—*House-numbering.*

My Dear Ramchandran,

With reference to my conversation with you and Mr. Burnett, regarding the above subject, this is to inform you that there has been some delay in the printing of the House-numbering Instructions. I hope to send you a dozen copies by about the end of this week.

2. I shall be obliged if you will kindly now confirm that I can proceed on the following basis with regard to the 1951 Population Census in so far as N.S. Railway areas are concerned :—

(I) The Railway areas will be accounted for within the limits of the respective Census Divisions of the State (the District, Tahsil, City, Town or Village, as the case may be). The District Census Officers (the Civil Administrators concerned), or the Census Officers of the Hyderabad and Secunderabad Municipalities (the Vice and Deputy President respectively) will, therefore, be in over-all charge of all census operations of the Railway areas also within their jurisdiction.

(II) For house-numbering purposes the following procedure should be adopted :—

(i) The well populated Railway areas will be treated as a unit (ward or block, as the case may be) or units within the concerned town or city. The numbering in those areas will be done in consultation with the Civil Administrators or Deputy and Vice-President of the Hyderabad and Secunderabad Municipalities respectively (or their subordinates nominated by them) by the concerned Railway employees in accordance with the 'House-numbering Instructions' in vogue in the State. It may be noted that the number of the ward or block, as the case may be, will also have to be allotted to such units in the general sequence of the City or Town or Village.

(ii) Other Railway areas like the smaller Railway Stations, etc., will be treated as a separate block within the respective village, town or city, and numbered similarly by the Railway authorities themselves in consultation with the Civil Administrators or the officers of Hyderabad and Secunderabad Cities mentioned above (or the subordinates nominated by them).

(iii) Other scattered Railway premises like gangmen's quarters, gate-keepers' lodges, etc., shall be deemed to be part of the village or relevant block of the village, town or city and will be numbered by the authority responsible for numbering in these areas.

(iv) If the Railway authorities desire any other series of numbers to be given to all or any class of their buildings, etc., they will do so by entries in the relevant registers which could indicate both the general series and the special series desired.

(III) In all well-populated Railway areas, the concerned District Census Officers or Municipal Census Officers will recruit Railway employees for actual conduct of census operations within those areas. The selection will be made by the District Census Officer or Municipal Census Officer in consultation with you or with such of your subordinate officers as may be nominated by you in this regard. In other Railway areas (the smaller Railway Stations, etc.), the census operations will be conducted by the persons appointed by the concerned Census authorities for the village, town or city in which such Railway areas are located. The Railway employees in such places will be asked to extend their full co-operation in the matter.

3. After receipt of your confirmation I shall instruct all the Census Officers accordingly. On your side the numbering may kindly be started only after the Civil Administrators or the Vice-President or Deputy President of the Hyderabad and Secunderabad Municipalities respectively (or their representatives) contact the concerned officers of the Railways.

APPENDIX J

(Vide paragraph 36)

*Message from the Hon'ble Shri C. Rajagopalachari, Home Minister,
Government of India, to every Census Enumerator in India.*

Dear colleagues in the census work, this is the first census held under orders of the Republic of Free India. I am addressing the enumerators in particular. You have the privilege and honour of taking a hand in the first census of Free India. Ten years hence the next census will be held. Yours is the earliest privilege. You are an enumerator and therefore you build the very base of the whole big structure. The base is, as you know, the most important part of any structure. The record of your work will remain carefully kept for use throughout the next ten years.

Enumeration begins at sunrise on the 9th day of February. From then up to sunrise on the 1st March you will be visiting all the houses in your block, locating all the people for whose enumeration you are responsible; and ascertaining and recording, in respect of all of them, the replies which are given to you for the prescribed census questions. On the 1st, 2nd and 3rd days of March you will revisit all the houses for final check. You will then make sure that you have prepared the record of census enumeration in all respects as instructed, and hand it over to the Supervisor.

Yours is not an isolated local inquiry. You are one of about six hundred thousand patriots, all of whom will be engaged on an identical task at the same time. All of you are jointly responsible for enumerating all the people. Collectively you will prepare a record of

basic facts relating to the life and livelihood of all the citizens and families in our Republic.

If this record is to be correct and complete, the part which you contribute should, in itself, be correct and complete. You should master the simple instructions which you have received, and apply them uniformly and conscientiously. These instructions are based on a common plan for the country as a whole. Like a swarm of bees that build a beautiful hive according to the laws of geometry, each doing its part in obedience to a mystic urge, you should do your part according to conscience and the sense of truth inherent in us all.

IMPORTANT THINGS TO REMEMBER

Firstly every person should be enumerated once, and not more than once.—Most people would be enumerated at their usual place of residence. There are a few who should be enumerated wherever they are found.

Secondly, do not grudge the time and effort which will be necessary to get correct and complete answers to the questions relating to *economic status and means of livelihood.*

I do hope you will take pride over the quality of your contribution to this nation-wide enterprise, and do your best. God bless you.

APPENDIX K

(Vide Paragraphs 40 and 41)

Districtwise Statement Regarding the Dates of Receipt of Provisional Population Figures and the Variation between the Provisional and Final Figures.

Srl. No.	Districts	Date of receipt of figures (3)	Provisional Population (4)	Final Population (5)	Variation + or - (6)	Percentage of variation (7)	Remarks (8)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Aurangabad	.. 20-3-51 **	1,184,458	1,179,404	- 5,054	- 0.43	** Altered subsequently on 1-4-51. * Figures pertaining to Hyderabad Municipality were received in the Office of the Census Superintendent on 19-3-51, from Hyderabad Cantonment on 18-3-51 and from Secunderabad Municipality on 15-3-51 and from Secunderabad Cantonment on 18-3-51.
2	Parbhani	.. 18-3-51	1,009,945	1,010,864	+ 919	+ 0.09	
3	Nanded	.. 19-3-51	949,550	949,936	+ 386	+ 0.04	
4	Bidar	.. 19-3-51	1,172,550	1,172,702	+ 152	+ 0.01	
5	Bhir	.. 18-3-51	825,676	826,046	+ 370	+ 0.04	
6	Osmanabad	.. 18-3-51	805,289	807,452	+ 2,163	+ 0.27	
7	Hyderabad	.. 19-3-51 *	1,510,552	1,511,336	+ 784	+ 0.05	
8	Mahbubnagar	.. 20-3-51	1,185,539	1,186,496	+ 957	+ 0.08	
9	Raichur	.. 18-3-51	1,151,600	1,151,987	+ 387	+ 0.03	
10	Gulbarga	.. 19-3-51	1,447,999	1,448,944	+ 945	+ 0.07	
11	Adilabad	.. 18-3-51	902,169	902,522	+ 353	+ 0.04	
12	Nizamabad	.. 19-3-51	773,077	773,158	+ 81	+ 0.01	
13	Medak	.. 19-3-51	1,027,648	1,027,293	- 355	- 0.03	
14	Karimnagar	.. 20-3-51	1,581,319	1,581,667	+ 348	+ 0.02	
15	Warangal	.. 19-3-51	1,581,292	1,581,326	+ 34	+ 0.002	
16	Nalgonda	.. 17-3-51	1,544,301	1,543,975	- 326	- 0.02	
Total for State		..	18,652,964	18,655,108	+ 2,144	+ 0.011	

APPENDIX L

(Vide paragraph 46)

Statement regarding material printed with details about number of copies printed, type and quality of paper consumed and cost of printing.

Srl. No.	Description of Material printed	Number of copies printed	Type and quality of paper consumed	Cost of printing in O.S. Currency
(1)	(2)	(3)	(4)	(5)
1	House-numbering Instructions in English	1,500	Light brown 20 lbs.	102 2 0
2	House-numbering Instructions in Urdu	2,500	Light brown 20 Lbs.	56 1 0
3	House-numbering Instructions in Telugu	12,500	Light brown 20 Lbs.	522 0 4
4	House-numbering Instructions in Marathi	12,500	Light brown 20 Lbs.	460 0 8
5	House-numbering Instructions in Kannada	2,500	Light brown 20 Lbs.	153 4 10
6	Instructions to Enumerators in English	1,500	Double Royal 42 Lbs.	464 5 4
6 A	Instructions to Enumerators reprint from the Hyderabad Gazette in English	1,500	Semi-Bleached 20 Lbs.	327 10 8
7	Instructions to Enumerators in Urdu	9,000	Semi-Bleached 20 Lbs.	2,209 10 4
7 A	Instructions to Enumerators reprint from the Hyderabad Gazette in Urdu	2,100	Semi-Bleached 20 Lbs.	724 2 6
8	Instructions to Enumerators in Telugu	20,000	Semi-Bleached 20 Lbs.	853 1 0
9	Instructions to Enumerators in Marathi	15,000	Semi-Bleached 20 Lbs.	662 8 0
10	Instructions to Enumerators in Kannada	3,983	Semi-Bleached 20 Lbs.	278 12 10
11	Instructions to Supervisors in English	4,000	Semi-Bleached 20 Lbs.	438 12 6
12	Instructions to Supervisors in Urdu	10,000	Semi-Bleached 20 Lbs.	918 0 10
13	Instructions to Charge Superintendents in English.	1,000	Semi-Bleached 20 Lbs.	154 2 6
14	Instructions to Charge Superintendents	1,500	Semi-Bleached 20 Lbs.	149 14 2
15	Instructions for taking a census of Small-scale Industries in English	1,500	Semi-Bleached 20 Lbs.	86 15 4
16	Instructions for taking a census of Small-scale Industries in Urdu	8,000	Semi-Bleached 20 Lbs.	385 11 2
17	Instructions regarding preparation of National Register of Citizens in English	2,250	Semi-Bleached 20 Lbs.	182 10 7
18	Instructions regarding preparation of National Register of Citizens in Urdu	8,000	Semi-Bleached 20 Lbs.	438 0 7
19	Title Cover of National Register of Citizens in English - Urdu	2,000	Kraft Paper 44 Lbs.	147 0 4
20	Title Covers of National Register of Citizens in Telugu - Urdu	18,300	Kraft Paper 44 Lbs.	406 13 10
21	Title Covers of National Register of Citizens in Marathi-Urdu	15,500	Kraft Paper 44 Lbs.	374 1 7
22	Title Covers of National Register of Citizens in Kannada-Urdu	3,700	Kraft Paper 44 Lbs.	199 7 5
23	Forms of National Register of Citizens in English-Urdu	34,600	White printing paper 20 Lbs.	779 4 0
24	Forms of National Register of Citizens in Telugu-Urdu	282,300	White printing paper 20 Lbs.	4,253 12 1

APPENDIX L—(Concl'd).

(Vide paragraph 46)

Statement regarding material printed with details about number of copies printed, type and quality of paper consumed and cost of printing.

Srl. No. (1)	Description of Material printed (2)	Number of copies printed (3)	Type and quality of paper consumed (4)	Cost of printing in O.S. Currency (5)
24 A	Forms of National Register of Citizens in Telugu-Urdu	.. 4,000	Rubkari paper 20 Lbs.	19 15 0
25	Forms of National Register of Citizens in Marathi-Urdu	.. 215,800	White printing paper 20 Lbs.	3,265 14 2
25 A	Forms of National Register of Citizens in Marathi-Urdu	.. 2,000	Rubkari paper 20 Lbs.	.. 17 3 0
26	Forms of National Register of Citizens in Kannada-Urdu	.. 50,000	White printing paper 20 Lbs.	985 3 7
26 A	Forms of National Register of Citizens in Kannada-Urdu	.. 2,000	Rubkari paper 20 Lbs.	.. 26 13 6
27	Message of Shri C. Rajgopalachari in English	.. 2,200	Rubkari paper 24 Lbs.	.. 48 15 7
28	Message of Shri C. Rajgopalachari in Urdu	.. 7,000	Rubkari paper 24 Lbs.	.. 78 12 3
29	Message of Shri C. Rajgopalachari in Telugu	.. 14,000	Rubkari paper 24 Lbs.	.. 109 0 5
30	Message of Shri C. Rajgopalachari in Marathi	.. 10,000	Rubkari paper 24 Lbs.	.. 91 10 0
31	Message of Shri C. Rajgopalachari in Kannada	.. 2,600	Rubkari paper 24 Lbs.	.. 48 15 7
32	Enumeration Pads 245,160	Semi Bleached paper 20 Lbs.	26,389 5 2
	Charges for forwarding material at items 1 to 4 and 27 to 31 from the Press to the Census Superintendent's Office 7 8 0
Total O. S. Rs.				.. 46,817 10 8*
Equivalent to I. G. Rs.				.. 40,129 6 10 2/7

Note :— (i) This excludes the sum of O. S. Rs. 518-15-0 being the expenditure incurred by some of the District Census Officers on printing Census material.*

(ii) I. G. Rs. 100-0-0 is equivalent to O.S. Rs. 116-10-8.

APPENDIX M

(Vide Paragraph 47)

Statement showing the number of pads supplied to each District.

Srl. No.	District						Total number of pads supplied
(1)	(2)						(3)
1	Aurangabad	17,100
2	Parbhani	12,987
3	Nanded	12,761
4	Bidar	15,098
5	Bhir	10,859
6	Osmanabad	10,833
7	Hyderabad District	5,190
	a. Hyderabad Municipality	9,700
	b. Hyderabad Cantonment	625
	c. Secunderabad Municipality	1,973
	d. Secunderabad Cantonment	875
8	Mahbubnagar	15,406
9	Raichur	14,480
10	Gulbarga	18,574
11	Adilabad	11,027
12	Nizamabad	10,059
13	Medak	13,100
14	Karimnagar	19,618
15	Warangal	19,882
16	Nalgonda	17,924
Total						..	237,521

APPENDIX N

(Vide Paragraph 50)

Statement regarding paper purchased with details about the sources of supply and cost.

Srl. No.	Type of Paper purchased	QUANTITY PURCHASED			Rate	Source of supply	Total cost
		Reams	Quires	Sheets			
(1)	(2)	(3)			(4)	(5)	(6)
1	Semi-bleached 20 lbs. ..	3,021	0	5	I.G. 0-10- 1 per lb.	Stores Purchase Organisation (Sirpur Paper Mills).	41,153 5 6
2	Kraft paper 80 lbs. ..	18	10	0	I. G. 0- 9- 10 per lb.	Stores Purchase Organisation (Sirpur Paper Mills).	962 4 3
3	Kraft paper 44 lbs. ..	40	0	0	O. S. 40- 0- 0 per ream	Government Stationery .. Depot, Hyderabad.	1,600 0 0
4	Kraft paper 80 lbs. ..	6	0	0	O. S. 75- 0- 0 per ream	Stores Purchase organisation (Kasetty Shankariah).	450 0 0
5	Rubkari paper 24 lbs.	15	6	15	O. S. 19-10- 0 per ream	Government Stationery .. Depot, Hyderabad.	300 13 6
6	Semi-bleached 20 lbs.	13	15	2	O. S. 12-10- 0 per ream	Government Stationery .. Depot, Hyderabad.	229 4 8
7	Brown double Royal 80 lbs.	4	9	17	O. S. 71- 0- 0 per ream	Government Stationery .. Depot, Hyderabad.	818 5 10
8	Royal white 48 lbs.	50	18	4	O. S. 42-12- 0 per ream	Government Stationery .. Depot, Hyderabad.	2,176 4 10
9	Azure ledger	11	0	0	O. S. 71- 0- 0 per ream	Government Stationery .. Depot, Hyderabad.	781 0 0
10	Cream laid	120	0	0	O. S. 20- 0- 0 per ream	Government Stationery .. Depot, Hyderabad.	2,400 0 0
11	Azure ledger	0	10	13	O. S. 36- 0- 0 per ream	Government Stationery .. Depot, Hyderabad.	18 15 2
12	Royal White	3	15	18	O. S. 42-12- 0 per ream	Government Stationery .. Depot, Hyderabad.	161 13 8
13	White printing paper 20 lbs.	593	0	0	I. G. 16- 5- 0 per ream	Government Stationery .. Depot, Calcutta.	11,285 8 6
Total O.S.							61,837 11 11
Equivalent to I.G.							53,003 12 6

Note :—(1) Out of the paper mentioned in the statement above 136 reams and 5 sheets semi-bleached paper, 50 reams 18 quires 4 sheets royal white paper, 11 reams azure ledger and 120 reams cream laid paper vide items 1, 8, 9, and 10 respectively were used for tabulation purposes.

(2) Rs. 150-10-8, Rs. 52-3-10 and Rs. 11,285-8-6 of items 5, 12 and 13 were charged to the accounts of 1951-52. The rest of the items were charged to the accounts of 1950-51.

APPENDIX O
(Vide Paragraph 50)

Statement regarding the trips made by the Bedford station wagon beyond Hyderabad City

Srl. No. (1)	Destination (2)	Purpose (3)	Date (4)
1	Warangal District.	Lecture tour of Mr. P. Gopal Rao, Asst. Superintendent of Census Operations, Hyderabad State.	2-11-
2	Bidar District	Lecture tour of Mr. G.G. Laukar, Superintendent of the Office.	13-11- 15-11-
3	Nalgonda District	Lecture tour of Mr. C.K. Murthy, Superintendent of Census Operations, Hyderabad State.	23-11- 23-11-
4	Warangal District	Lecture tour of Mr. C.K. Murthy, Superintendent of Census Operations, Hyderabad State.	29-11-
5	Nalgonda District	Delivery of Enumeration pads.	12-12-
6	Nalgonda District	Delivery of Enumeration pads, forms of National Register of Citizens and Instructions regarding National Register of Citizens.	14-12-
7	Medak District	Delivery of Forms of National Register of Citizens.	20-12-
8	Bidar District	Delivery of Forms of National Register of Citizens.	20-12-
9	Gulbarga District	Delivery of Forms of National Register of Citizens.	21-12-
10	Mahbubnagar District	Delivery of Forms of National Register of Citizens.	22-12-1
11	Raichur District	Delivery of Forms of National Register of Citizens.	23-12-
12	Osmanabad District	Delivery of Enumeration pads and forms of National Register of Citizens.	24-12-1
13	Bhir District	Delivery of Enumeration pads and forms of National Register of Citizens.	25-12-1
14	Karimnagar District	Delivery of Enumeration pads and forms of National Register of Citizens.	27-12-1
15	Adilabad District	Delivery of Enumeration pads and forms of National Register of Citizens.	28-12-1
16	Nizamabad District	Delivery of Enumeration pads and forms of National Register of Citizens.	29-12-1
17	Warangal District	Delivery of Enumeration pads and forms of National Register of Citizens.	4- 1-19
18	Karimnagar District	Delivery of Enumeration pads and forms of National Register of Citizens.	5- 1-19
19	Bidar District	Delivery of Enumeration pads and Title covers of National Register of Citizens.	12- 1-19
20	Gulbarga District	Delivery of Enumeration pads and Title covers of National Register of Citizens.	13- 1-19
21	Osmanabad District	Delivery of Enumeration pads and Title covers of National Register of Citizens.	14- 1-19
22	Bhir District	Delivery of Enumeration pads and Title covers of National Register of Citizens.	15- 1-19
23	Shadnagar Taluq	Training of Census staff by Mr. P. Gopal Rao, Asst. Superintendent of Census Operations.	3- 2-19

APPENDIX P

(Vide paragraph 57)

List of Important Circulars issued during the 1951 Census

1. Census Circular No. 1, dated 18th April, 1950, regarding the appointment of Divisional and Tahsil Census Officers and Charge Superintendents for rural and urban areas.
2. Revenue Department Circular No. 4515-91-4 B.50, dated 18th April, 1950, addressed to all Collectors regarding the record in confidential files of the manner in which census operations were conducted by all Gazetted and non-Gazetted Officers in the districts.
3. Census Circular No. 2, dated 19th April, 1950, regarding the implementation of House-numbering Instructions.
4. Census Circular No. 3, dated 28th April, 1950, despatching a sketch illustrating one of the systems of numbering envisaged in para 7 of the House-numbering Instructions.
5. This office letter No. 443-458, dated 1st May, 1950, enclosing copies of the Hyderabad Census Act, with its English translation for the information of District, Divisional and Tahsil Census Officers.
6. Census Circular No. 4, dated 8th May, 1950, regarding house-numbering in Cantonment areas.
7. Census Circular No. 5, dated 8th May, 1950, regarding despatch of reports about the progress of house-numbering.
8. Census Circular No. 6 dated 10th May, 1950, regarding Staff Set-Up.
9. Revenue Department's Notification No. 324-C-9-68-50, dated 3rd June, 1950, regarding the loan of the services of Mr. C. K. Murthy, to the Government of India.
10. Census Circular No. 6-A, dated 22nd June, 1950, regarding clarification of certain mistakes noticed in house-numbering.
11. Census Circular No. 7, dated 27th June, 1950, regarding the numbering of quarters opening on to common courtyards.
12. Census Circular No. 8, dated 3rd August, 1950, regarding the framing of a Location Code and its adoption for all administrative purposes.
13. Census Circular No. 9, dated 4th August, 1950 regarding the abbreviated telegraphic address of the Office of the Superintendent of Census Operations.
14. Census Circular No. 10, dated 4th August, 1950 regarding the Revenue Minister's address at the Civil Administrators' Conference on 20-7-1950.
15. Census Circular No. 11, dated 7th August, 1950 regarding the training of village officers, wherever necessary, in the use of the Indian International Numerals.
16. Census Circular No. 12, dated 10th August, 1950 regarding correct address of this office.
17. Census Circular No. 13, dated 28th August, 1950 regarding the defects in house-numbering notices in certain areas of Hyderabad State.
18. Census Circular No. 14, dated 2nd September 1950, regarding the training of all census officers in enumeration procedure.
19. Census Circular No. 15, dated 7th September 1950, regarding the exact number of additional copies of the Instructions to Enumerators required in English.
20. Census Circular No. 16, dated 7th September 1950, regarding the framing of a Location Code.
21. Chief Secretariat Circular No. 3462-GAD-C-310-dated 8th September, 1950, regarding the employment of Government servants for enumeration purposes.
22. Census Circular No. 17, dated 26th September 1950, regarding the selection and appointment of Supervisors and Enumerators, etc.
23. Census Circular No. 18, dated 28th September 1950, regarding the despatch of enumeration pads.
24. Census Circular No. 19, dated 29th September 1950, regarding the change made in the 'Instructions to Enumerators', for the despatch of Provisional Totals with sexwise details for ill-placed Persons instead of similar Provisional Totals for literate persons.

25. Census Circular No. 20, dated 13th October, 1950, regarding the change of the Office of the Superintendent of Census Operations.
26. Census Circular No. 21, dated 2nd November, 1950, regarding the intensive training of census staff.
27. Census Circular No. 22, dated 3rd November, 1950, regarding the matters to be attended to by Charge Superintendents.
28. Chief Secretariat Circular No. 4665-GAD-C-310-50, dated 5th December, 1950, regarding the difficulties experienced by census officers in the recruitment and training of suitable Supervisors and Enumerators and directing full co-operation of all Government Departments.
29. Census Circular No. 23, dated 7th December, 1950, regarding the Staff Set-Up, the covering of deserted villages and the jurisdictions of Supervisors and Charge Superintendents.
30. Census Circular No. 24, dated 11th December, 1950, regarding finalisation of Location Code.
31. Census Circular No. 25, dated 12th December, 1950, regarding the avoidance of the appointment of employees of Police Department as Supervisors, etc.
32. Census Circular No. 26, dated 17th December, 1950, regarding the annual revision of house-numbering in January, 1951.
33. Census Circular No. 27, dated 21st December, 1950, regarding the alteration in Census Question No. 1.
34. Census Circular No. 28, dated 24th December, 1950, regarding the matters to be attended to by Supervisors.
35. Revenue Minister's D.O. letter No. 257-B, dated 28th December, 1950, addressed to all Collectors regarding the intensive training of Supervisors and Enumerators.
36. Census Circular No. 29, dated 28th December, 1950, regarding Census Registers to be maintained by Charge Superintendents, Supervisors and Enumerators.
37. Census Circular No. 30, dated 3rd January, 1951, regarding the individual tests of Supervisors and Enumerators and arrangements for practice enumeration on a sample basis.
38. Census Circular No. 31, dated 9th January, 1951, regarding the issue of warrants of appointments.
39. Circular letter No. 1070, dated 13th January, 1951, issued by the Director of Statistics regarding the utilization of the services of Agricultural Statistical Clerks in Tahsil Office for census work.
40. Census Circular No. 32, dated 14th January, 1951, regarding the distribution of forms of the National Registers, title covers and enumeration pads to Supervisors, etc.
41. Chief Secretariat Circular No. 301-GAD-C-51, dated 16th January, 1951, to all Collectors and Municipal and Cantonment Officers regarding the final survey of all census arrangements.
42. Chief Secretary's D.O. letter No. 335, dated 17th January, 1951, addressed to the Secretary to Government, Education Department, regarding the co-operation of the Education Department in the successful conduct of census operations.
43. Census Circular No. 33, dated 28th January, 1951, regarding the breaking up of enumeration pads.
44. Census Circular No. 34, dated 29th January, 1951, regarding the issue of warrants of appointments.
45. Census Circular No. 35, dated 29th January, 1951, inviting attention to the Gazette containing the Indian Census Act.
46. Letter No. G1-2-2-51, dated 29th January, 1951, from the Inspector-General of Police to the Commissioner, City Police, regarding Police help for the enumeration of houseless persons.
47. Letter No. G1-116-2-15, dated 29th January, 1951, from Inspector-General of Police to certain D. Ss. P. for police help for the enumeration of houseless persons.
48. Census Circular No. 36, dated 1st February, 1951, regarding certain corrections to be made in a particular consignment of census pads and the pasting of covers of pads in case they are torn.
49. Chief Secretariat Circular No. 707-GAD-C-310-50, dated 6th February, 1951, regarding the concessions to be granted to the Supervisors, Enumerators, etc., during the enumeration and checking period.
50. Census Commissioner's wireless message, dated 7th and 8th February, 1951, to all Collectors asking them to take active interest in census enumeration and wishing them all success.
51. Census Circular letter No. 1182, dated 11th February, 1951, regarding certain mistakes noticed in enumeration.
52. Chief Secretariat Circular No. 932-GAD-C-310-50, dated 19th February, 1951, regarding the despatch of Provisional Totals to the Government of India and Hyderabad and the checking and comparing of entries in enumeration slips and the National Register of Citizens.
53. Census Circular No. 37, dated 25th February, 1951, regarding the Census of Small Scale Industries.
54. Chief Secretariat Circular No. 1052-GAD-C-310-50, dated 26th February, 1951, requesting the Secretaries and other senior officers to cancel their tours during the checking period in mofussil areas unless absolutely essential.

55. Letter No. 3719-SB-Ent., dated 26th February, 1951, from the Commissioner, City Police, to the Managers of Cinema Talkies in Hyderabad and Secunderabad Cities regarding the closure of second shows on the night of 28th February, 1951.
56. Chief Secretariat Wireless Message No. 1221, dated 7th March, 1951, to all Collectors regarding despatch of Provisional Totals to Registrar General, India, and the Census Commissioner in time.
57. Census Circular No. 38, dated 29th March, 1951, regarding the disposal of applications pertaining to the omission of persons from entry in the National Register.
58. Census Circular No. 39, dated 3rd April, regarding despatch of stitched parts of Na Register and used unbroken enumeration and loose slips to the Office of the Census Superintendent.
59. Census Circular No. 40, dated 26th April, regarding the shifting of the office of the C Superintendent.
60. Chief Secretariat Circular (Confidential) 3249-GAD-C-310 (3) 50, dated 4th July, to all Collectors regarding Sample Verification Census Count.
61. Census Circular No. 41 dated 22nd July, regarding Sample Verification of Census C

APPENDIX

(Vide

Monthly expenditure statement of the office of the Superintendent of

Particulars	May 1950	June 1950	July 1950
(1)	(2)	(3)	(4)
A. Superintendence			
A-1 Pay of officers	600 0 0	423 0 10 2/7	257 2 3 3/7
A-2 Pay of Establishments	1,052 2 3 3/7	1,138 5 5 1/7	982 4 6 6/7
A-3 Allowances & Honoraria, etc.			
1. Census Allowance	257 2 3 3/7	384 5 1 5/7	771 6 10 2/7
2. Dearness Allowance to Officers	105 0 0	74 0 6 6/7	45 0 0
3. Dearness Allowance to Establish- ment	305 2 3 3/7	316 2 10 2/7	292 1 1 5/7
4. House Rent to Establishment	95 2 3 3/7	114 0 10 2/7	91 11 5 1/7
5. Travelling Expenses
Total A-3 Allowances and Honoraria, etc.	758 6 10 2/7	892 9 5 1/7	1,200 3 5 1/7
A-5 Other Charges			
1. House Rent
2. Transport
3. Stationery
4. Postage	150 0 5 1/7	..
5. Lighting & Electricity
6. Despatch of forms and Miscel- laneous	323 2 0	51 1 3 3/7
7. Office Requisites
8. Liveries
9. Telephone Fees
Total A-5 Other Charges	473 2 5 1/7	51 1 3 3/7
Total A- Superintendence	2,410 9 1 5/7	2,927 2 1 5/7	2,490 11 6 6/7
B. Enumeration			
B-4 Other Charges			
A. District Contingencies
B. District Staff
Total B- Enumeration
C. Abstraction & Compilation			
C-4 Other Charges			
Tabulation Reserve
Total C- Abstraction & Compilation
E. Printing & Stationery			
Grand Total A to E	2,410 9 1 5/7	2,927 2 1 5/7	2,490 11 6 6/7

Q

paragraph 57)

Census Operations, Hyderabad, from 1st April, 1950 to 31st March, 1951.

August 1950 (5)	September 1950 (6)	October 1950 (7)	November 1950 (8)	December 1950 (9)
257 2 3 3/7 1,491 4 3 3/7	257 2 3 3/7 1,205 13 5 1/7	257 2 3 3/7 1,220 13 5 1/7	257 2 3 3/7 1,201 13 1 5/7	600 0 0 1,828 2 10 2/7
428 9 1 5/7 45 0 0 482 12 1 5/7	428 9 1 5/7 45 0 0 358 5 8 4/7	428 9 1 5/7 45 0 0 372 2 6 6/7	428 9 1 5/7 45 0 0 371 7 5 1/7	514 4 6 6/7 105 0 0 574 6 3 3/7
142 3 8 4/7 ..	112 13 1 5/7 43 5 8 4/7	112 14 0 ..	113 5 8 4/7 54 11 10 2/7	182 0 6 6/7 117 1 5 1/7
1,098 9 0	998 1 8 4/7	958 9 8 4/7	1,013 2 1 5/7	1,492 12 10 2/7
.. .. 941 1 8 4/7 16 7 1 5/7 84 1 5 1/7 .. 50 0 0 .. 1,047 14 6 6/7 97 12 8 4/7 .. 100 0 0 .. 77 13 10 2/7 .. 8 7 0 309 5 8 4/7 .. 100 0 0 12 8 6 6/7 197 3 5 1/7 .. 120 5 1 5/7 239 0 1 5/7 .. 100 0 0 13 14 10 2/7 6 0 0 .. 349 6 3 3/7 .. 407 2 3 3/7
957 8 10 2/7	1,132 0 0	284 1 6 6/7	739 6 10 2/7	1,115 7 6 6/7
3,804 8 5 1/7	3,593 1 5 1/7	2,720 11 0	3,211 8 5 1/7	5,036 7 3 3/7
..
..
..	5,823 11 10 2/7	25,179 9 9 3/7
3,804 8 5 1/7	3,593 1 5 1/7	2,720 11 0	9,035 4 3 3/7	30,216 1 0 6/7

APPENDIX

(Vide

Monthly Expenditure statement of the office of the Superintendent of

Particulars	January 1951	February 1951	March 1951
(1)	(10)	(11)	(12)
A. Superintendence			
A-1 Pay of officers	920 11 8 4/7	3,055 4 6 6/7	1,960 6 3 3/7
A-2 Pay of Establishments	1,622 10 0	1,638 0 0	1,554 9 10 2/7
A-3 Allowances & Honoraria, etc.			
1. Census Allowance	594 8 6 6/7	400 14 10 2/7	539 4 0
2. Dearness Allowance to Officers	161 2 3 3/7	426 6 0	336 9 0
3. Dearness Allowance to Establish- ment.	535 14 10 2/7	542 12 6 6/7	524 6 6 6/7
4. House Rent to Establishment	160 11 5 1/7	161 2 3 3/7	155 2 10 2/7
5. Travelling Expenses	674 0 10 2/7	326 11 10 2/7	1,870 8 8 4/7
Total A-3 Allowances and Honoraria, etc.	2,126 6 0	1,857 15 6 6/7	3,425 15 1 5/7
A-5 Other Charges			
1. House Rent	841 12 9 3/7
2. Transport	390 5 0	233 5 10 2/7	363 10 8 4/7
3. Stationery	615 3 5 1/7	..	1,018 1 10 2/7
4. Postage	650 0 0	397 2 0	100 0 0
5. Lighting & Electricity	20 8 3 3/7	31 13 1 5/7	44 10 10 2/7
6. Despatch of forms and Miscel- laneous.	46 10 8 4/7	81 4 0	263 13 10 2/7
7. Office Requisites	96 8 6 6/7	171 6 10 2/7	1,259 8 10 2/7
8. Liveries	180 0 0
9. Telephone Fees	428 9 1 5/7
Total A-5 Other Charges	1,809 4 0	877 15 10 2/7	4,511 4 0 6/7
Total A- Superintendence	6,478 15 8 4/7	7,429 4 0	11,452 3 4 2/7
B. Enumeration			
B-4 Other Charges			
A. District Contingencies	15,295 6 8 4/7
B. District Staff	9,609 11 2 4/7
Total B- Enumeration	24,905 1 11 1/7
C. Abstraction & Compilation			
C-4 Other Charges			
Tabulation Reserve	1,714 4 6
Total C- Abstraction & Compilation	1,714 4 6
E. Printing & Stationery			
.. ..	2,838 0 1 5/7	..	52,112 6 6 6/7
Grand Total A to E	9,316 15 10 2/7	7,429 4 0	90,184 0 4 2/7

Q—(Concl'd.)

Paragraph 57)

Census Operations, Hyderabad, from 1st April, 1950, to 31st March, 1951—(cont'd.).

(1951-1952)	Total Expenditure	Remarks
(13)	(14)	(15)
1,371 6 10 2/7	10,216 9 8 4/7	<p>Note :—The total expenditure from April 1950 to the end of March, 1951, as booked in the accounts of the Accountant General's Office is Rs. 1,57,057-14-3 5/7, while the expenditure shown above is Rs. 1,78,815-2-2 6/7. This difference is due to the fact that (a) the salaries and allowances of Officers and Staff for the month of March, 1950, amounting to Rs. 2,586 which have been included in the accounts of the Accountant-General's Office for 1950-51 have not been included in this Statement, whereas the expenditure on salaries and allowances of Officers and Staff for the month of March 1951 amounting to Rs. 4,045-11-5 1/7 which have been debited by Accountant-General's Office to 1951-1952 accounts, has been included in this Statement; (b) a contingent expenditure of Rs. 668-3-6 6/7 and purchase of paper and printing charges amounting to Rs. 9,972-13-11 3/7 which have been debited by the Accountant-General's Office to 1951-52 accounts have been incorporated in this statement; and (c) the total expenditure booked by the Accountant-General's Office under B-4. Other Charges (District Contingencies and District Staff) is Rs. 15,248-10-11 3/7, while the expenditure shown under this Head in the above statement is Rs. 24,905-1-11 1/7. This difference is due to the fact that the Accountant-General has taken note of expenditure booked in 1950-51, whereas this office has taken note of the complete expenditure statements received from Mahbubnagar, Raichur, Gulbarga, Bidar, Adilabad, Karimnagar and Warangal Districts, irrespective of the year to which the charges relate. In the case of Hyderabad, Osmanabad, Bhir, Aurangabad, Parbhani, Nanded, Nizamabad, Medak, and Nalgonda Districts from which incomplete accounts have been received upto date, it is presumed that the total amount allotted to them was spent.</p>
1,455 12 10 2/7	16,391 12 1 5/7	
342 13 8 4/7	5,519 0 6 6/7	
234 0 0	1,667 1 10 2/7	
496 3 8 4/7	5,181 14 1 5/7	
145 6 3 3/7	1,586 10 6 6/7	
..	3,086 8 5 1/7	
1,218 7 8 4/7	17,041 3 6 6/7	
9 3 1 5/7	850 15 11 1/7	
..	1,713 9 6 6/7	
14 9 10 2/7	2,589 0 10 2/7	
..	1,557 2 5 1/7	
..	126 7 8 4/7	
624 5 8 4/7	2,740 12 6 6/7	
20 0 10 2/7	2,025 11 6 6/7	
..	180 0 0	
..	835 11 5 1/7	
668 3 6 6/7	12,619 8 0 6/7	
4,713 15 0	56,269 1 6	
..	15,295 6 8 4/7	
..	9,609 11 2 4/7	
..	24,905 1 11 1/7	
..	1,714 4 6	
..	1,714 4 6	
9,972 13 11 3/7	95,926 10 3 5/7	
14,686 12 11 3/7	1,78,815 2 2 6/7	

APPENDIX R

(Vide Paragraph 56)

Statement Regarding the Personnel of the Office of the Superintendent of Census Operations,
Hyderabad State from 1-4-1950 to 31-3-1951

Srl. No.	Name	Designation	Salary in O.S. Currency	ALLOWANCES IN O. S. CURRENCY			Period
				Allow- ance	Dear- ness allow- ance	House Rent	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
<i>I. Officers</i>							
* 1.	(a) C. K. Murthy, B.A., LL.B., I.A.S.	Superintendent of Census Operations	..	200	1- 4-50 to 15-10-50
** 1.	(b) C. K. Murthy, B.A., LL.B., I.A.S.	Superintendent of Census Operations	<u>900-1,500</u> 900	200	150	..	16-10-50 to 31-3-51
*** 2.	(a) Mir Mohd. Ali Khan, B.A.	Deputy Superinten- dent of Census Operations	..	200	1- 4-50 to 22- 1-51
****2.	(b) Abdul Khader, B.A.	.. Assistant Superinten- dent of Census Operations	<u>300-600</u> 300	100	53	..	23- 1-51 to 31- 3-51
3.	(a) M. Srinivasa Rao, B.A.,M.L.	Assistant Superinten- dent of Census Operations	<u>400-800</u> 400	100	70	..	1- 4-50 to 15- 5-50
3.	(b) P. Gopal Rao, M.A.	.. Assistant Superinten- dent of Census Operations	<u>400-800</u> 400	100	70	..	3-10-50 to 31- 3-51
4.	D. Jaganath Rao	.. Assistant Superinten- dent of Census Operations	<u>300-600</u> 300	100	53	..	1- 4-50 to 2- 3-51
*****	<i>II. Staff</i>						
1.	G. G. Lauker, M.A.	.. Superintendent General	<u>200-375</u> 220	..	39	15	1- 4-50 to 31- 3-51
2.	K.N. Venkatachallam B.A.	Superintendent Accounts	<u>200-375</u> 210	..	37	15	1- 4-50 to 31- 3-51

Note :— * Drew only an allowance for this period as he was working as Director of Statistics, Hyderabad Government.
** Drew salary as full time Superintendent of Census Operations.
*** Drew only as allowance as he was drawing his salary as Deputy Director of Statistics, Hyderabad Government.
**** The post of Deputy Superintendent was abolished and instead the post of an Assistant Superintendent was created with effect from 23-1-1951.
***** Salaries shown are as drawn on 31-3-51 or at the time the incumbents left this office.

APPENDIX R (contd.)

(Vide Paragraph 56)

Statement Regarding the Personnel of the Office of the Superintendent of Census Operations,
Hyderabad State from 1-4-1950 to 31-3-1951

Srl. No.	Name	Designation	Salary in O.S. Currency	ALLOWANCES IN O.S. CURRENCY			Period
				Al- low- ance	Dear- ness allow- ance	House Rent	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
3.	Hamza Ali	.. II Grade Clerk	.. 125-200	..	35	12	1- 4-50 to 14- 2-5
			177-8-0				
4.	(a) Malleshappa, B.A., LL.B.	II Grade Clerk	.. 125-200	..	35	12	1- 4-50 to 31- 5-5
4.	(b) T. Brahmiah	.. II Grade Clerk	.. 125-200	..	35	12	21- 9-50 to 31- 3-5
			125				
5.	(a) Vidya Sagar, B. Com.	II Grade Clerk	.. 125-200	..	35	12	1- 4-50 to 11- 8-5
			125				
5.	(b) Harischander B.A.	.. II Grade Clerk	.. 125-200	..	35	12	13-10-50 to 31- 3-5
			125				
6.	A. R. Koteshwar Rao, B.A., B.L.	II Grade Clerk	.. 125-200	..	35	12	21- 6-50 to 31- 3-5
			125				
7.	(a) Srinivas Chari B.Sc. (Hons.).	II Grade Clerk	.. 125-200	..	35	12	21- 7-50 to 18-12-5
			125				
7.	(b) Vyas Rao	.. II Grade Clerk	.. 125-200	..	35	12	22-12-50 to 31- 3-5
			125				
8.	Murhdhar Rao	.. II Grade Typist	.. 150-225	..	35	12	1- 4-50 to 31- 3-5
			155				
9.	(a) J. L. N. Sastry	.. III Grade Typist	.. 65-155	..	28	7	17- 8-50 to 30- 9-5
			65				
9.	(b) J. C. S. Sastry	.. III Grade Typist	.. 65-155	..	28	7	25-10-50 to 31- 3-5
			65				
10.	Sultan Mohiuddin	.. III Grade Clerk	.. 55-125	..	28	7	1- 4-50 to 31- 3-5
			67				
11.	Ahmed Ah Khan	.. III Grade Clerk	.. 55-125	..	28	7	1- 4-50 to 31- 3-5
			64				
12.	T. S. Murthy	.. III Grade Clerk	.. 55-125	..	28	5	1- 4-50 to 31- 3-5
			55				
13.	M. Jaganatham	.. III Grade Clerk	.. 55-125	..	28	5	25-10-50 to 31- 3-5
			55				
14.	Akhlaq Hussain	.. III Grade Clerk	.. 55-125	..	28	5	8-12-50 to 31- 3-5
			55				
<i>III. Class IV Establishment</i>							
1.	Habeebuddin Haqqani	.. Daftari 37½-45	..	18	5	1- 4-50 to 31- 3-5
			39				
2.	Ramulu A.	.. Peon 25-30	..	18	5	1- 4-50 to 31- 3-5
			26				
3.	Ramulu B.	.. Peon 25-30	..	18	5	1- 4-50 to 31- 3-5
			26				

APPENDIX R (concl'd.)

(Vide Paragraph 56)

Statement Regarding the Personnel of the Office of the Superintendent of Census Operations, Hyderabad State from 1-4-1950 to 31-3-1951.

Srl. No.	Name	Designation	Salary in O.S. Currency	ALLOWANCES IN O.S. CURRENCY			Period
				Allow- ance	Dear- ness allow- ance	House Rent	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
4.	Venkaty Peon	.. <u>25-30</u>	..	18	5	1- 6-50 to 31- 3-51
			25				
5.	(a) Shanker Reddy..	.. Peon	.. <u>25 30</u>	..	18	5	1- 7-50 to 31- 8-51
			25				
5.	(b) Pochiah Peon	.. <u>25-30</u>	..	18	5	12-10-50 to 31- 3-51
			25				
6.	Shaikh Dade Peon	.. <u>25-30</u>	..	18	5	24-10-50 to 31- 3-51
			25				
7.	Malliah Peon	.. <u>25-30</u>	..	18	5	1-10-50 to 31- 3-51
			25				
8.	(a) Venkaty Farrash	.. <u>20-25</u>	..	18	5	1- 4-50 to 31- 5-51
			20				
8.	(b) Jagana Farrash	.. <u>20-25</u>	..	18	5	1- 6-50 to 31- 3-51
			20				
9.	Shanker Reddy Driver	.. <u>50-75</u>	..	18	5	1- 9-50 to 31- 3-51
			50				
10.	Abdur Rahman Cleaner	.. <u>25-30</u>	..	18	5	27- 9-50 to 31- 3-51
			25				