1980 No. 315

CENSUS

Census Regulations (Northern Ireland) 1980

Made . . . . . *19th September 1980*

Coming into operation . . . *10th October 1980*

The Department(**a**) of Finance, in exercise of the powers conferred on it by section 3(1) of the Census Act (Northern Ireland) 1969(**b**) and of every other power enabling it in that behalf, hereby makes the following regulations:

Citation and commencement

1. These regulations may be cited as the Census Regulations (Northern Ireland) 1980 and shall come into operation on 10th October 1980.

Interpretation

2. In these regulations—

"the Act" means the Census Act (Northern Ireland) 1969;

"the census" means the census directed to be taken by the Census Order;

"the Census Order" means the Census Order (Northern Ireland) 1980(**c**);

"census day" means 5th April 1981;

"census district" means a district so referred to in regulation 3;

"census night" means the night of 5th to 6th April 1981;

"census officer" means an officer appointed under regulation 5(1)(*a*);

"census supervisor" means an officer appointed under regulation 4;

"enumeration district" means a district so referred to in regulation 3;

"enumerator" means an officer appointed as such under regulation 5(1)(*b*);

"enumeration book" means a book in which particulars of buildings and dwellings are entered;

"officer" means any person employed for the purpose of the census;

"prescribed person" means a person required by the Census Order to make a return.

Census districts and enumeration districts

3. The Registrar General shall divide Northern Ireland for the purpose of the census into districts and sub-districts to be respectively styled "census districts" and "enumeration districts".

Appointment of census supervisors

4. The Registrar General may appoint census supervisors to act in census districts and enumeration districts in connection with the census and to perform such duties in connection with the taking of the census as are prescribed by these regulations.

(**a**) Formerly Ministry: *see* 1973 c. 36 s. 40 and Sch. 5 para. 8(1)
(**b**) 1969 c. 8 (N.I.)
(**c**) S.R. 1980 No. 230

Appointment of other officers

5.—(1) The Registrar General may—

(*a*) appoint, or authorise a census supervisor to appoint, a census officer for each census district to act in that district in connection with the census;

(*b*) appoint, or authorise a census officer to appoint—

(i) an enumerator for each enumeration district to act in that district in connection with the census and

(ii) such officers as the Registrar General may consider to be necessary to act in each enumeration district in connection with the census.

(2) An officer appointed under paragraph (1) shall perform such duties in connection with the taking of the census as are prescribed by these regulations.

Instructions by the Registrar General

6.—(1) The Registrar General may give or may authorise a census supervisor or census officer to give to an officer appointed under regulation 4 or under regulation 5 such instructions as the Registrar General may deem necessary for the performance by that officer of such duties in connection with the taking of the census as are prescribed by these regulations, and the officer to whom such instructions are given shall comply with them.

(2) The Registrar General may, where he considers it appropriate, require any officer to perform any function required by these regulations to be performed by any other officer.

Undertaking

7. Every officer shall before performing any duties under these regulations, give in the presence of a witness, an undertaking in the form set out in Schedule 1 with respect to the performance of his duties.

Forms of return

8. The form of return to be made by a prescribed person who is listed in column(1) of Schedule 2 or by a person making, in accordance with Article 5(5) of the Census Order, a return on behalf of a prescribed person who is so listed shall be the form listed in Schedule 3 which bears the identification particulars appropriate to that prescribed person listed in column (2) of Schedule 2, and any such prescribed person or person so making a return on behalf of a prescribed person shall comply with the instructions contained in that form.

Provision of forms and other documents for enumerators

9. Every census officer shall enter in the enumeration books provided by the Registrar General such particulars as the Registrar General may require and shall, before census day, provide every enumerator appointed to act for an enumeration district within his census district with an enumeration book, a sufficient number of forms of return and such other forms or documents as may be necessary for the purpose of the census.

Delivery of forms of return

10.—(1) The enumerator shall, within such period as may be specified by the Registrar General, deliver—

(*a*) form H to the head, joint heads or person for the time being acting as head of a household which is occupying a dwelling or part of a dwelling within Group 1 in Schedule 1 to the Census Order, or where there is no head, joint head or person for the time being acting as head of that household, to a member aged sixteen years or over of that household, or where that household consists of one person to that person;

(*b*) the number, which the enumerator estimates is likely to be required, of forms L and I to the manager, chief resident officer or other person for the time being in charge of premises within Group II or III of Schedule 1 to the Census Order and to the commanding officer or other person for the time being in charge of premises within Group IV of that Schedule.

(2) The obligation imposed by paragraph (1) shall be satisfied—

(*a*) if the enumerator hands the form of return to such person within paragraph (1) as is appropriate ("the appropriate person") or to a person ("the representative") who claims that he represents the appropriate person, or

(*b*) if, where neither the appropriate person nor the representative is available to receive delivery of the form of return, the enumerator leaves the form of return at either the dwelling or at the premises, as the case may be, where there are persons to be enumerated.

(3) The Registrar General shall make such arrangements as he may deem necessary for the delivery of—

(*a*) forms S, N or I, as may be appropriate to the case in accordance with Schedule 2, to the captain, master or other person who is for the time being in charge of any ship or fishing boat within Group V of Schedule 1 to the Census Order and to the commanding officer or other person who is for the time being in charge of any vessel within Group 1V of that Schedule;

(*b*) form I to every person within Group VI of Schedule 1 to the Census Order.

(4) A person to whom forms are delivered in accordance with paragraph (1)(*b*) or (3)(*a*) shall deliver a form I to every prescribed person who is on the premises, vessel, ship or fishing boat and who appears to him to be capable of completing the form.

(5) Where the manager or other person who is for the time being in charge of premises within Group II of Schedule 1 to the Census Order has arranged for a return, with respect to a person who is, for any reason, incapable of making a return, to be made by a relative or other person accompanying that person, he shall for that purpose deliver a form I to the relative or other person accompanying that person.

Returns by and in respect of individuals

11.—(1) For the purpose of Article 5(4) of the Census Order a person may make a return with respect to himself if he is aged sixteen years or over on census day and if he complies with the procedure set out in paragraphs (2), (3) and (4).

(2) A person who claims to make a return with respect to himself ("the applicant") or a person who claims that he represents the applicant ("his representative") may request the enumerator to supply the applicant with a form of return but if the applicant cannot for any reason obtain such form from the enumerator, he or his representative may apply to the census officer for a form of return.

(3) The enumerator or census officer, as the case may be, shall issue to the applicant or his representative form I and an envelope for the collection of that form.

(4) The applicant may place in the envelope provided for collection by the enumerator the completed form of return and seal the envelope. The enumerator may open that envelope only for the purpose of examining the form of return in accordance with his duty under regulation 13(2) or, if so requested by the applicant, the enumerator shall pass the sealed envelope to the census officer who shall deal with the envelope in accordance with regulation 12(2).

Sealed envelopes for returns from households

12.—(1) The enumerator shall, at the request of a person who is required by Article 5(1), (2) or (3) of the Census Order to make a return, provide that person with an envelope for collection by the enumerator in which he may place the completed form of return and seal the envelope.

(2) The enumerator shall not open any envelope provided for collection in accordance with paragraph (1) and which has been sealed, but shall pass that envelope to the census officer who shall open the envelope and examine the form of return therein in order that he may be satisfied that the entries thereon are properly and sufficiently made.

Collection of returns

13.—(1) Where under regulation 10(4) forms of return in form I have been delivered to persons mentioned in Article 5(5) of the Census Order, the person responsible under that regulation for delivering the forms of return shall collect the completed forms of return on the day after census day or as soon thereafter as is reasonably practicable.

(2) The enumerator shall on the day after census day, or as soon thereafter as is reasonably practicable, collect all forms of return which have been delivered by him and all forms of return which have been issued in accordance with regulation 11(3) to persons within his enumeration district and shall, subject to regulations 11(4) and 12(2), examine each form of return and satisfy himself that the entries thereon are properly and sufficiently made and shall for that purpose make all such enquiries as are reasonably necessary.

(3) The Registrar General shall make such arrangements as he thinks fit for the collection of completed forms of return made by persons in vessels, ships or fishing boats within Groups IV and V of Schedule 1 to the Census Order and by persons in places within Group VI of that Schedule.

Further duties of enumerators and census officers

14.—(1) An enumerator shall within such period as may be specified by the Registrar General—

(*a*) enter in the enumeration book and in each form of return collected by him such particulars as the Registrar General may require; and

(*b*) deliver to the census officer the enumeration book and all forms of return collected by him.

(2) The census officer shall within such period as may be specified by the Registrar General send all completed enumeration books relating to enumeration districts within his census district, together with all forms of return delivered to him by enumerators, to the Registrar General.

Information to be provided by persons in charge of premises etc.

15.—(1) In the case of any premises within Group II or III of Schedule 1 to the Census Order or ship or fishing boat within Group V of Schedule 1 to the Census Order, the manager, chief resident officer or other person who is for the time being in charge of the premises or the captain, master or other person who is for the time being in charge of the ship or fishing boat and in the case of any vessel or premises within Group IV the commanding officer or other person who is for the time being in charge of the vessel or premises shall enter on every return made in accordance with Article 5(5) of the Census Order by or with respect to any person in the premises, vessel, ship or fishing boat the name and address of the premises or, as the case may be, the name of the vessel, ship or fishing boat.

(2) In the case of any vessel within Group IV of Schedule 1 to the Census Order the commanding officer or other person who is for the time being in charge of that vessel shall enter on every return made in accordance with Article 5(6) of the Census Order the name of that vessel.