

LEGAL NOTICE NO. 1

REPUBLIC OF TRINIDAD AND TOBAGO

THE STATISTICS ACT, CHAP. 19:02

REGULATIONS

MADE BY THE MINISTER UNDER SECTION 13(1) OF THE STATISTICS ACT

THE CENSUS (2011) REGULATIONS, 2011

1. These Regulations may be cited as the Census (2011) Regulations, 2011. Citation

2. In these Regulations—

Interpretation

“authorized official” has the meaning assigned to it by section 2 of the Act;

“census” means the census directed to be taken by the Census (2011) Order, 2010;

“census day” means the 9th January, 2011;

“census forms” means the forms set out in the Second Schedule; Second Schedule

“census information” means any information necessary for the making of true and accurate entries in a census form;

“census night” means midnight of the 9th January, 2011;

“Director of Statistics” means the Statistician as defined in the Act;

“enumeration district” means any one of the districts into which Trinidad and Tobago is divided under regulation 6;

“enumerator” means a person appointed as such under regulation 7;

“the Order” means the Census (2011) Order, 2010;

“the Act” means the Statistics Act;

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“supervisor” means a person appointed as such under regulation 7; and

“vessel” includes any ship or boat or any other description of vessel used or designated to be used in navigation.

3. On the taking of the census, census information shall be furnished by the following persons: Census information to be furnished

(a) every adult person with respect to himself and all the children or others for whom he may be responsible and who pass census night in Trinidad and Tobago;

(b) the head, or any other responsible member of a household with respect to himself and all persons who pass census night on the premises of that household;

- (c) the proprietor or manager of a hotel, boarding house, boarding school, orphanage, hostel or other similar institution or any person authorized by such proprietor or manager, with respect to all persons who pass census night on the premises of the institution;
- (d) the person in charge of a public or private hospital, nursing home, alms house, house for the aged and infirmed, or other similar institution with respect to all persons who pass census night on the premises of the institution;
- (e) the superintendent of a prison with respect to all persons who pass census night on the premises of that prison;
- (f) the police officer in charge of a police station or lock-up with respect to all persons who pass census night on the premises of that police station or lock-up; and
- (g) the master of a vessel with respect to all persons who pass census night aboard that vessel.

Particulars to
be furnished
First
Schedule
Census forms

4. The particulars to be furnished on the taking of the census shall be in accordance with the First Schedule.

5. Particulars and information prescribed in regulations 3 and 4 shall be furnished on the census forms.

Division of
Trinidad and
Tobago into
districts

6. For the purpose of the census, the Director of Statistics shall divide Trinidad and Tobago into enumeration districts and shall prepare a detailed description in writing of every enumeration district and its boundaries.

Appointment
of authorized
officers

7. (1) The Director of Statistics may appoint an authorized official to be—

- (a) a supervisor for one or more enumeration districts to assist in the training of enumerators and to supervise enumerators in the execution of their duties; and
- (b) an enumerator to collect census information.

(2) A supervisor may be assigned to an appropriate number of enumeration districts, and an enumerator may be assigned to one or more enumeration districts.

(3) Notice of the appointment or the cancellation of appointment of a supervisor or an enumerator shall be published in the *Gazette* and in at least one daily newspaper circulating in Trinidad and Tobago.

(4) Where it appears to the Director of Statistics that a supervisor or enumerator is unfit to perform his duties under the Act or these Regulations, the Director of Statistics may terminate his appointment and may appoint some fit and proper person in his place to perform those duties.

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8. A supervisor shall— Duties of supervisor
- (a) give all necessary instructions to enumerators in his enumeration district or districts;
 - (b) issue to enumerators all census forms and other articles necessary for taking of the census;
 - (c) examine, before census day, all entries made in census forms by enumerators, and where it appears upon examination that any census information in any form is defective or has been omitted, he shall require the enumerator responsible for filling up the form to take steps to correct the defective information before census day;
 - (d) arrange for the enumeration of all persons in his enumeration district or districts;
 - (e) receive, examine and transmit all completed census forms and other articles delivered to him by the enumerators under his control to the Director or Statistics within the time prescribed by the said Director of Statistics;
 - (f) arrange for the carrying out of such checks on the field after census day as directed by the Director of Statistics; and
 - (g) carry out generally all instructions issued to him by the Director of Statistics for the purpose of taking the census.
9. An enumerator shall— Duties of enumerator
- (a) notify the supervisor of his enumeration district and the Director of Statistics of every permanent change of his address within two days of such a change;
 - (b) carefully preserve any written instructions, books, forms, documents or any other articles or things issued to him in connection with his duties and return them in good condition to the supervisor of his enumeration district on the conclusion of the enumeration or when called upon to do so;
 - (c) visit every building in his enumeration district within the period or periods specified by the Director of Statistics to obtain all information necessary for the filling up of the census forms accurately and faithfully with respect to every such building;
 - (d) make further visits to buildings if on a first visit the required information cannot be obtained, and on the direction of the supervisor, revisit any dwelling for the purpose of supplying omissions or correcting or verifying entries in any census form;
 - (e) visit every inhabited dwelling in his enumeration district on the day after census day, in order to ensure the accuracy of the census information with respect to persons who spent census night in their dwelling; and
 - (f) carry out any instructions of the Director of Statistics or of the supervisor of his enumeration district as may be issued for the purpose of taking the census.

FIRST SCHEDULE

(Regulation 4)

PARTICULARS TO BE FURNISHED ON THE TAKING OF A CENSUS

1. In respect of every inhabited building and dwelling—
 - (a) the type of building and dwelling;
 - (b) the material of outer walls;
 - (c) the material of roof;
 - (d) the year when built;
 - (e) the tenancy;
 - (f) the rent paid;
 - (g) the type of lighting and fuel;
 - (h) the water supply;
 - (i) the toilet facilities;
 - (j) the number of rooms and bedrooms;
 - (k) the disposal of household garbage;
 - (l) access to the internet; and
 - (m) environmental issues affecting the household.
2. In respect of every person—
 - (a) the name, relationship to head of household, sex, date of birth, ethnic group, religion;
 - (b) the place of birth, normal residence, years of residence, place of previous residence, residence in another country, year left and year returned;
 - (c) any type of disability, type of chronic illness or health insurance;
 - (d) attendance at school/educational institution, type of school/educational institution attending, highest level of educational attainment, years of schooling at highest level, highest qualification ever attained; and
 - (e) membership in household on census night.
3. In respect of all persons fifteen years old and over—
 - (a) the main economic activity during the week preceding enumeration;
 - (b) the reason for not seeking work for the past week;
 - (c) when last the person looked for work;
 - (d) the type of job in which the person was engaged for most of the past week;
 - (e) the type of business carried on by employer;
 - (f) the occupational status during the week preceding enumeration; and
 - (g) the main economic activity during the past twelve months.
4. In respect of all persons fourteen years old and over, their marital status.
5. In respect of females fourteen years old to fifty-four years old and over—
 - (a) the total number of children born alive;
 - (b) the age of mother at birth of first child born alive, and last child born alive;
 - (c) the number of live and stillbirths during the past twelve months;
 - (d) children born in the past twelve (12) months who have died; and
 - (e) union status.

6. In respect of all persons three years old and over—

- (a) the use of mobile phones;
- (b) the use of computers; and
- (c) the use of the Internet.

7. In respect of the occupants of every household—

- (a) the number;
- (b) age;
- (c) sex;
- (d) occupation; and
- (e) education,

of persons who have migrated and country of migration.

SECOND SCHEDULE

(Regulation 5)

QUESTIONNAIRE FORMS

The following Questionnaire Forms are to be used:

- Form 1— Visitation Record
- Form 2— Household Questionnaire
- Form 3— Institutional Questionnaire.

Dated this 3rd day of January, 2011.

W. DOOKERAN

*Acting Minister of Planning, Economic and Social
Restructuring and Gender affairs*