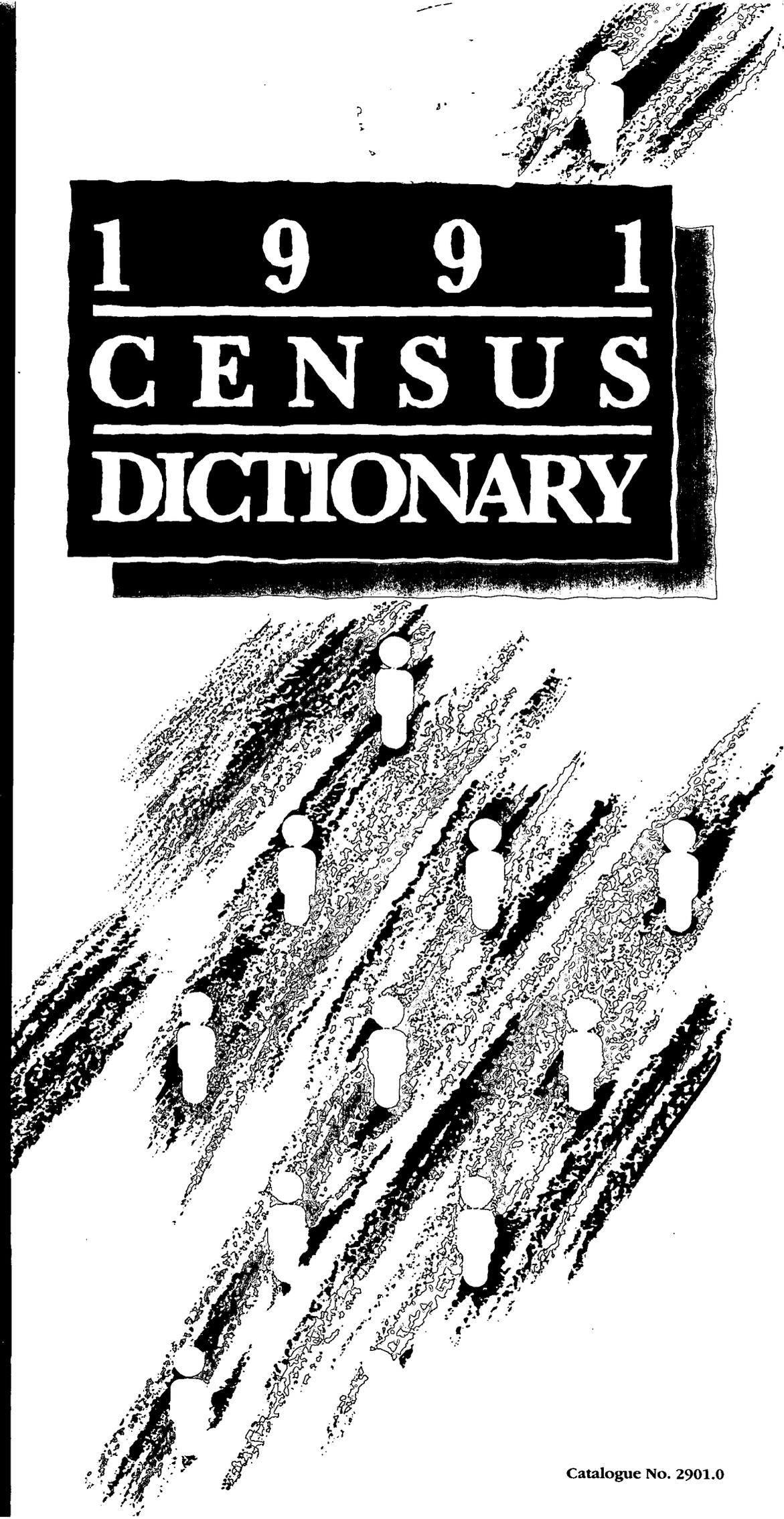



**Australian
Bureau of
Statistics**

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C E N S U S

D I C T I O N A R Y



1991 CENSUS DICTIONARY
CENSUS OF POPULATION AND HOUSING

IAN CASTLES
Australian Statistician

AUSTRALIAN BUREAU OF STATISTICS

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INTRODUCTION

The *1991 Census Dictionary* is an essential part of the library of all census data users, a basic reference document for the 1991 Census of Population and Housing. It contains definitions of terms and concepts used in census field collection, input processing and output of census data. It is designed to be a comprehensive guide to understanding and using census data. An important use of the Dictionary is to assist users with the specification of their output requirements.

In the census, information is collected and disseminated on a range of characteristics relating to dwellings, families and persons. Census characteristics are stored on the census unit record file, which contains all the data (name and address excluded) from census forms.

Some of the entries in this Dictionary describe unit record file variables. It also includes variables derived from the data provided about individuals, such as family structure and labour force status. Each variable has a four character mnemonic associated with it, e.g. HIND for household income. These mnemonics may be a convenient shorthand method of describing census variables by clients when specifying output requirements.

It is important that users are clear about whether the variable relates to a dwelling (or household), family or person. The last character of the mnemonic is therefore important; it is a D, F or P. In some cases there are two or three variables with the same first three characters. For example FINF is the family's income, FINP is the family income of an individual.

Complete classifications for census variables are not listed in the Dictionary. More detailed information on census classifications is contained in the publications:

1991 Census Directory of Classifications (2904.0)

1991 Census Geographic Areas (2905.0)

A Guide to Major ABS Classifications (1291.0).

The Dictionary contains some information of historical interest, in particular it draws comparisons and notes differences between censuses. It does not, however, update *The 1986 Census Dictionary* (2174.0), which should be used if working with 1986 Census data.

Publications which contain more information about other aspects of the census are *How Australia Takes a Census* (2903.0) and the information paper *Contents and Procedures* (2908.0, previously 2613.0).

Entries in this Dictionary are cross-referenced to major related entries.

Many of the entries relate directly to questions on the 1991 Census form. A 1991 Census Household form is provided at Appendix A.

A number of other entries describe statistical products and services. This Dictionary is being released before the census data is collected, and these entries reflect current plans and are subject to change. More detailed information will be available in the *1991 Census Product Directory* (2906.0) and the quarterly newsletter *Census Update* (2902.0).

If you have any suggestions which could improve the content of the *1991 Census Dictionary*, please complete the form provided at the back of this publication and send it to your nearest ABS office.

**ABORIGINAL AND
TORRES STRAIT
ISLANDERS,
COUNT OF
(CABD)**

This variable contains counts of the number of people identifying themselves as Aboriginals or Torres Strait Islanders in each private dwelling (including caravans etc. in caravan parks) on the night of the census.

See Aboriginal or Torres Strait Islander origin (ABLP), Dwelling.

**ABORIGINAL
ENUMERATION**

Given the remoteness of many Aboriginal communities and their special characteristics, the ABS has developed an Aboriginal enumeration strategy after consultation with organisations concerned with Aboriginal and Torres Strait Islander services.

Central to this strategy is the appointment of officers who are involved in informing Aboriginal communities about the census and eliciting their support. In remote areas, assistant collectors are recruited to enumerate isolated communities and census information is obtained by interviews.

The community aspects of the strategy include the provision of information to Aboriginal media; the preparation of posters and leaflets specifically for Aboriginal communities; and the dissemination of information via video cassettes.

See Assistant collectors, Census field officers.

**ABORIGINAL OR
TORRES STRAIT
ISLANDER ORIGIN
(ABLP)**

This variable classifies each person into the categories of Aboriginal, Torres Strait Islander, or *other*, and is based on self-identification.

A question on Aboriginal origin has been asked in all Australian censuses since Federation. The main purpose of the question is to identify the number and distribution of Aboriginals and Torres Strait Islanders in Australia.

Prior to the 1971 Census, Aboriginals were identified so that they could be specifically excluded from estimates of the total population of each State/Territory. This was required by Section 127 of the Constitution which stated that '...in reckoning the number of people of the Commonwealth, or of a State or other part of the Commonwealth, Aboriginal natives shall not be counted'. Section 127 was repealed following a referendum held on 27 May 1967.

In order to meet the statistical requirements of the Commonwealth and State authorities responsible for Aboriginal affairs, the 1971 Census question sought to classify each person as being of European, Aboriginal, Torres Strait Islander, or *other* origin. This also occurred in the 1976 Census. Since 1976, however, the question has asked only for Aboriginal, Torres Strait Islander, or *other*, origin.

Enumeration of Aboriginal communities, particularly in remote areas, requires special field procedures to ensure as complete a coverage as possible of the Aboriginal population.

The number of Aboriginals and/or Torres Strait Islanders in each private dwelling are contained in the variable Counts of Aboriginal and Torres Strait Islanders (CABD).

See Aboriginal enumeration.

**ACKNOWLEDGEMENT
CARD**

This card is used to acknowledge receipt of a census form when a householder leaves a form out for collection or if requested by the householder.

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ADDRESS

Information provided on address in the census is used in a number of ways. The address provided on the front of the census form helps census field staff ensure that no dwellings are omitted from the census count. This address is also used to code postcodes.

The question asking the usual address of each person on census night (Question 7) is used to establish the statistical local area (SLA) of people who usually reside in a different area to where they were enumerated; and in determining family relationships of people in households.

Each person's usual address of one year before census date is coded to State/Territory only. Usual address of five years before census date is coded to SLA (Questions 9 and 10). These data provide information on the movement of people within Australia, i.e. internal migration.

Workplace address is used to help identify the establishment where a person is employed, for coding of industry and industry sector, and for coding destination zone in journey to work study areas.

Some addresses are also used to conduct the Post Enumeration Survey (PES).

No addresses are recorded on census computer files. Confidentiality of information collected in the census is maintained by destruction of census forms and any other records of name and/or address after processing.

See Confidentiality, Internal migration, Journey to work, Postcode, Post Enumeration Survey.

ADOPTED CHILD

The census does not seek to identify adopted children. An adopted child will, in most cases, be reported as the offspring of Person 1 and/or Person 2 in the relationship question (Question 5), and be coded in the same way as natural offspring.

See Offspring.

ADULT

For the 1991 Census, an adult is defined as any person aged 15-24 years and not a full-time student, and any person aged 25 years and over. Some adults are classified as *other offspring*.

See Offspring.

AGE

Age has been collected in all Australian censuses. The 1991 Census is the first census to use self-coding for age.

There are several census variables relating to age:

Age (AGEP)
Age left school (ALSP).
Age of father (AGMP)
Age of female (couple/sole parent) (AGFF)
Age of male (couple/sole parent) (AGMF)
Age of mother (AGFP)
Age of youngest offspring (OAYF)
Offspring age groups (OAGF, OAGP)

AGEP classifies each person's age into single year categories, from 0 to 98 years, and 99 years and over. For infants aged less than one year, 0 years of age is recorded. When no age is reported, the ABS imputes an age using other information on the form and information on age distribution of the population.

Age is used during processing as a cross check with other variables; for example, the age of the respondent will determine whether particular questions asked in the census are applicable. The following age constraints apply:

- If age is under 5 years, then State and SLA of usual residence five years ago (RSVP, RLVP) are not applicable.
- If age is less than one year, then State of usual residence one year ago (RSOP) is not applicable.
- Age and Year of arrival in Australia (YARP) must be logically consistent.
- The household or family reference person must be over 14 years of age.
- If age is under 15 years, then the following variables are not applicable:

Age left school (ALSP)
Hours worked (HRSP)
Income (INCP)
Industry (INDP)
Industry sector (GNGP)
Labour force status (LFSP)
Marital status (MSTP)
Method of travel to work (TPTP).
Occupation (OCCP)
Qualification (QLLP, QALP, QLYP)
Work destination (DZNP)

Age left school (ALSP) is a good indicator of the educational level attained by people who do not have tertiary level qualifications. Categories are also provided for people still at school, and those who did not go to school. The age of leaving school is used instead of level of schooling because of differences in, and changes to, education systems. This is an important variable for planning education facilities.

Age and gender data are essential for the production of accurate population estimates based on the census.

See Derivations and imputations, Estimated resident population.

ANCESTOR

The term ancestor is used in family classifications and should not be confused with the question asked in the 1986 Census about a person's ancestry.

To analyse ancestors living in a household, two groups have to be separately identified: those living in secondary families, and lone ancestors.

- Families - If a householder's parents are living in the dwelling, then the parents would be coded as a second or third family (note that one or other of the couple may be usually resident but temporarily absent on census night). They can be identified using the family level variables Family number (FNOF), and Relationship of second or third family to primary family (FRLF). The individuals in these ancestral families are classified by the variable Relationship in household (RLHP), as reference person or spouse; not grandparent or other relation.

A

- Lone ancestors - Lone ancestors can only exist in a primary family. For example, in the case of a primary family consisting of a couple and the husband's father, the father would be classified as a lone ancestor rather than a separate family. Lone ancestors are identified at the person level by the variable Relationship in household (RLHP). Households containing lone ancestors are identified using the dwelling level variable Lone ancestor indicator (LAID).

See Elderly people in dwellings, Family, Household.

ANCESTRY

A question on ancestry was not asked in the 1991 Census. However, there are other questions in the 1991 Census which provide information about ethnic origin such as Birthplace (BPLP), Birthplace of parents (BPMP, BPPF), Language spoken at home (LANP) and Religion (RELP).

See Ethnicity, Ethnic enumeration.

AREA

Area is calculated for collection districts (CDs) in square kilometres using digital boundary data. The areas of most other spatial units used in the census are calculated by aggregating the areas of the component CDs.

Digitising involves plotting the boundary of a CD using a discrete number of points. These points are then joined. This process results in a degree of inaccuracy, as the actual boundary of the CD is unlikely to look exactly the same as the digitised boundary.

Calculation of the area of a CD is two dimensional; topological features are not considered. However, water bodies encompassed by the CD are included in the total area.

For census purposes, the calculation of area for a legal local government area (legal LGA) by aggregating the areas of component CDs, may not correspond to the legally determined area.

See Collection district, Digital spatial data.

ASCO

See Australian Standard Classification of Occupations.

ASCCSS

See Australian Standard Classification of Countries for Social Statistics.

ASGC

See Australian Standard Geographical Classification.

ASIC

See Australian Standard Industrial Classification.

ASSISTANT COLLECTOR

Assistant collectors assist in enumerating households in areas where there are concentrations of people who require more assistance than that provided through the normal collection process. The primary use of assistant collectors is to assist in the enumeration of Aboriginals and Torres Strait Islanders.

See Aboriginal enumeration, Census field officers.

**AUSTRALIAN
CITIZENSHIP**

See Citizenship.

**AUSTRALIAN
RESIDENTS
TEMPORARILY
OVERSEAS**

These people are excluded from the census. However, data on Australian residents temporarily overseas are used in estimating Australia's resident population.

See Estimated Resident Population.

**AUSTRALIAN
STANDARD
CLASSIFICATION
OF COUNTRIES
FOR SOCIAL
STATISTICS**

The Australian Standard Classification of Countries for Social Statistics (ASCCSS), first edition, is used to classify the responses to the 1991 Census question on birthplace (Question 11).

The classification is based on the concept of geographic proximity. It groups neighbouring countries into progressively broader geographic areas on the basis of similarity in terms of social, cultural, economic and political characteristics.

The classification identifies four types of base level units which are referred to as *countries*:

- Independent countries (excluding their dependencies, external territories, etc.)
- Overseas dependencies, external territories, bailiwicks, etc., of independent countries
- Units which are recognised geographic areas, the ownership or control of which is in dispute
- Administrative subdivisions of Australia, the United Kingdom and the USSR.

The classification contains three levels. The third and most detailed level consists of the base units which are discrete countries. At this level there are 246 units including 3 *other* categories. The second level comprises 24 minor groups, which are regional groups of countries similar in terms of social, cultural, economic and political characteristics. The first and most general level comprises 9 major groups. These major groups are:

1. Oceania and Antarctica
2. Europe and the USSR
3. The Middle East and North Africa
4. Southeast Asia
5. Northeast Asia
6. Southern Asia
7. Northern America
8. South America, Central America and the Caribbean
9. Africa (excluding North Africa).

The following example illustrates the coding scheme:

Major group : 2 - Europe and the USSR
 Minor group : 22 - Southern Europe
 Country unit : 2207 - Italy

For further information see the ABS publication *Australian Standard Classification of Countries for Social Statistics* (1269.0).

See Birthplace.

A

AUSTRALIAN STANDARD CLASSIFICATION OF OCCUPATIONS

The Australian Standard Classification of Occupations (ASCO) is the classification used to code responses to questions on occupation in Australian censuses. In the ASCO, a job is defined as a set of tasks performed by one individual and an occupation is defined as a set of jobs which involve the performance of a common set of tasks.

The ASCO is a hierarchically structured classification, based on the kind of work defined in terms of skill level and skill specialisation. There are four levels:

- Major groups (8) - the broadest level. Major groups are distinguished from each other on the basis of skill level. Each major group consists of up to 9 minor groups.
- Minor groups (52) - are subdivisions of the major groups. Minor groups are distinguished from each other on the basis of broadly defined skill specialisation. Each minor group consists of one or more unit groups.
- Unit groups (282) - are subdivisions of the minor groups. Unit groups in the same minor group are distinguished from each other on the basis of a finer degree of skill specialisation.
- Occupations (1079) - are subdivisions of unit groups. Occupations in the same unit group are distinguished from each other on the basis of detailed skill level and specialisation.

The ASCO occupation code is made up of six digits. The first digit in the code represents the major group, the second digit the minor group, and the third and fourth digits the unit group, and the fifth and sixth digits the occupation group.

The ASCO was first used in the 1986 Census, where coding was done to unit group level. For the 1991 Census, coding is done to occupation level.

The 1991 Census uses the first edition of ASCO, which was published in 1986.

When the respondent does not provide adequate information for the response to be coded to occupation level, the response is coded to the next highest level which is sufficiently broad to include all possibilities implied by the available information. When this occurs, the special categories labelled *not further defined* (or *NFD*) are used at the more detailed levels. These categories are represented by codes ending in two or more zeros.

An example of the coding system is:

Major group:	2	- Professionals
Minor group:	29	- Miscellaneous Professionals
Unit group:	2909	- Mathematicians, Statisticians and Actuaries
Occupation :	2909-15	- Actuary

People who declare themselves to be in the labour force and an employer, self-employed or a family helper (Questions 30 and 32) are generally included in the employed labour force, regardless of their occupation response. Occupation for these people is coded as follows:

- To an ASCO occupation if possible from title and/or task responses.

- To *occupation inadequately described* if the information provided in response to the occupation title or task questions is not adequate to enable the response to be coded to any level of the classification.
- To *not stated* if there is no response, or if no attempt is made to describe the occupation title or tasks performed.

People who declare themselves in the labour force as wage/salary earner are coded as follows:

- To ASCO occupation if possible from title and/or task responses.
- To *occupation inadequately described* if the information provided in response to the occupation title or task questions is not adequate to enable the response to be coded to any level of the classification.
- To *not stated* if there is no response, or if no attempt is made to describe the occupation title or tasks performed.
- The respondent is deleted from labour force if occupation title or task response indicates home duties, etc.

There are a number of cases which require special treatment when attempting to allocate an ASCO code. Examples of these special cases are:

- A female who does not report a codeable occupation title or task, but is the wife of a self-employed or employer farmer, is treated as follows:
 - if she classifies herself as self-employed or employer; she is coded to *farmer*
 - if she classifies herself as unpaid helper; she is coded to *farmworker*.
- Members of the clergy and religious orders are treated as follows:
 - bishops, cardinals, archbishops and other religious administrators are coded to *other specialist managers*;
 - priests, rabbis, pastors, archdeacons etc, comprising the bulk of the clergy, are coded to *ministers of religion*;
 - people in religious orders who indicated specific tasks such as teaching or nursing are coded according to information provided on the tasks; and
 - members of contemplative orders such as nuns (no teaching tasks), friars or monks, who are not codeable to any of the above, are not allocated an ASCO code as they are not, by current definition, in the employed labour force.

A

- Jobs in the armed services are coded, in principle, to the same occupation as their civilian equivalents, where these exist. Otherwise, they are coded to a number of occupations specifically representing armed services jobs, e.g. *military weapons operator*. In practice, the following conventions are followed:
 - higher ranking commissioned officers (commodore, brigadier or air commodore and above) to *general manager*,
 - lower ranking commissioned officers to a specific occupation code or, in the absence of sufficiently detailed information, to *commissioned officer (management)*; and
 - non-commissioned officers and other ranks to a specific occupation code.
- Inmates of institutions (prisons, psychiatric care etc), except where they are in paid employment outside the institution (on day release or similar provisions), are not in the labour force and are not allocated an ASCO code.

No attempt is made to impute occupation (except in the case of farmer's wife above) from nature of business or industry of employer.

From the 1991 Census, more detailed data on occupation responses will be available than is available in the standard output classifications. During input processing, occupation will be coded at the full 6 digit ASCO index level. Data at this level are obtained by negotiation with the Census Consultancy Service. ABS confidentiality procedures will apply to this information.

A detailed explanation of all ASCO products is provided in the ABS publication *Australian Standard Classification of Occupations (ASCO) Information Paper (1221.0)*.

AUSTRALIAN STANDARD GEOGRAPHICAL CLASSIFICATION

The Australian Standard Geographical Classification (ASGC) is a hierarchically structured classification used by the ABS for the classification of spatial units by geographic areas within Australia.

The ASGC areas used for census purposes are:

Collection district (CD)
Statistical local area (SLA)
Legal local government area (legal LGA)
Statistical subdivision (SSD)
Statistical division (SD)
Statistical district (SDIST)
Statistical region (SR)
Major statistical region (MSR)
Urban centre/locality (UC/L)
Section of State
State/Territory (S/T)

There is a separate entry in this dictionary defining each of these geographic areas.

The ASGC is used for most censuses and surveys within the ABS for the dissemination of data. This allows greater comparability of statistics and a standardisation of terminology. Edition 2.1, of the ASGC, effective from 1 January 1991, applies to the 1991 Census.

For more information see the *Australian Standard Geographical Classification Manual (1216.0)* and *1991 Census Geographic Areas (2905.0)*.

See Census divisions, Census subdivisions, Electoral division, Off-shore and migratory collection districts, Postcode.

AUSTRALIAN STANDARD INDUSTRIAL CLASSIFICATION

The Australian Standard Industrial Classification (ASIC) is used by the ABS to classify the industry in which people work. It forms part of an integrated statistical system which provides a standard framework for classifying statistical units (e.g. establishments, locations, etc.) to the same industry in all ABS statistical collections in which they are included.

The ASIC is hierarchically structured into four levels. The broadest of these is the ASIC division which represents the broad sectors of Australian industry, e.g. mining, manufacturing, construction, wholesale and retail trades. There are 13 of these divisions.

The other levels of the classification are the subdivision, group and class. A four digit numeric code is used to store industry.

The ASIC class is the basic building block of the classification and is defined in terms of a specified range of activities which characterise, and are unique to, that class. These are referred to as the primary activities of the class. For example, for Class 2188 - Wine and Brandy, the primary activities are the manufacturing of argol, brandy, carbonated wines, cider, etc.

An establishment which is mainly engaged in activities which have been designated as primary to a particular class is classified to that class, whether the establishment is also engaged in other activities or not.

The following example illustrates the hierarchy:

Division:	Manufacturing
Subdivision:	Food, beverages and tobacco
Group:	Beverages and malt
Class:	Beer.

In the census employed persons are coded to an ASIC class according to the main kind of business, activity or service undertaken by their employer at the location (i.e. address) at which they work.

A special version of the ASIC classification is used for the census which incorporates undefined classes in addition to the normal defined classes. These undefined classes have unique four digit codes and can represent any one of the 4 levels of the classification. They are a device to facilitate the coding of business locations for which insufficient information has been provided to enable coding to a defined class.

An example of an undefined class is Class 2160: Bread, Cakes and Pastries Undefined. This class might apply if the response 'Bakery products manufacturing' was provided to the industry question on the census form, that is, it could not be determined which one of the following defined classes of group 216 actually applied:

Class 2161	Bread
Class 2162	Cakes and Pastries
Class 2163	Biscuits.

A

The 1983 edition of the ASIC is used to classify the 1991 Census. For more information refer to the *Australian Standard Industrial Classification, Volumes 1 and 2* (1201.0 and 1202.0), available both in hard copy form as well as on tape or disk.

See Industry.

AUSTRALIAN STATISTICS ADVISORY COUNCIL

The Australian Statistics Advisory Council was established by the Australian Bureau of Statistics Act 1975. Under Section 18(1) of the Act, the Council is to advise the Minister and the Statistician on '...(a) the improvement, extension and coordination of statistical services provided for public purposes in Australia; (b) annual and longer term priorities and program of work that should be adopted in relation to major aspects of the provision of those statistical services; and (c) any other matters relating generally to those statistical services'.

Part of the role of ASAC involves monitoring progress on the development of the census. In particular, ASAC advises the Minister on topics being considered for inclusion in the census.

**BALANCING
ITEM**

Due to the minor discrepancies in totals produced as a result of the introduction of random error, a balancing item is provided for each tabulation released to enable users to determine the true population of a tabulation.

For example, if a tabulation total of 8,700,215 is given for a population which has a true value of 8,700,220, a balancing item of +5 would be provided in the tabulation to indicate the true population.

See Introduced random error.

**BEDROOMS IN
PRIVATE
DWELLING,
NUMBER OF
(BEDD)**

This dwelling variable provides a count of the number of bedrooms in each occupied private dwelling, including caravans etc. in caravan parks.

This data is used to calculate occupancy ratios, that is, the number of people per bedroom. When using occupancy ratios it must be remembered that they are based on people present in households on census night, not people usually resident. The data are also used as a broad measure of housing standards.

BIRTHPLACE

These variables contain the country of birth of each person, and each person's father and mother (Questions 11, 14 and 15). There are three variables available:

Birthplace (BPLP)
Birthplace of mother (BPFP)
Birthplace of father (BPMP)

Note that the mnemonics for the variables for Birthplace of father and Birthplace of mother have been swapped for the 1991 Census. This was done to standardise all variables relating to males and females, i.e. all variables relating to females now have the letter F as the third letter in the mnemonic.

The Australian Standard Classification of Countries for Social Statistics (ASCCSS) is used to classify birthplace responses to the 1991 Census. This classification uses the current names of countries, so if a person uses a former name the current name is coded for output purposes. For example, East Germany (German Democratic Republic) or West Germany (German Federal Republic) responses are coded to Germany (German Federal Republic).

If birthplace of individual is not stated on the census form, an attempt is made to derive it from other answers or from responses from other family members. If birthplace cannot be derived it is coded to *not stated*.

Since the 1981 Census, individual State/Territory of birth in Australia has not been required for the Australian-born.

People born in Australia are not required to complete Question 12, which asks what year each person arrived in Australia.

See Australian Standard Classification of Countries for Social Statistics, Citizenship, Language, Year of arrival in Australia (YARP).

B

BLENDED FAMILY *See* Mix of dependant offspring in primary family (OTPF).

BOARDER *See* Relationship in household (RLHP).

BOARDING HOUSE *See* Dwelling.

BOARDING SCHOOL *See* Dwelling, Usual residence.

BOATS IN MARINAS *See* Caravans.

BOROUGHES *See* Legal local government area.

**BUYING/OWNING
A DWELLING** *See* Nature of occupancy (NOCD).

CAMPERS-OUT

People who spent census night sleeping in the open, in cars or truck cabins, in tents other than those in caravan parks are classified as campers-out.

Census collectors are instructed to visit the places in their collection districts (CD) where it was likely that people may be sleeping out, for example, roadside parking areas and park benches. Any people they find are issued with a census form, and, if necessary, helped to complete the form.

Not all people in this category can be enumerated due to their transiency.

Prior to the 1991 Census, for campers-out, each camp comprised one category of the non-private dwelling classification. For the 1991 Census, each camp is enumerated as being an occupied private dwelling, and classified in the Structure of dwelling variable (STRD) as *improvised home/campers-out*.

Campers-out are included in the population of the area in which they were enumerated. However, their place of usual residence is coded to their statistical local area (SLA) of usual residence.

See Dwelling, Place of usual residence, Structure of dwelling (STRD).

**CAPITAL CITY
STATISTICAL DIVISION**

See Major statistical region.

CARAVANS

Enumeration of people in caravans varies depending on where the caravan is located.

In the 1986 and 1991 Censuses, caravans etc. in caravan parks, are treated as occupied private dwellings, i.e. families are identified and coded. This category also includes people occupying boats in marinas. Unoccupied caravans etc. in caravan parks, and unoccupied boats in marinas are not counted in the census.

In the 1991 Census, Nature of occupancy (NOCD) and associated variables are available. Note that the Nature of occupancy classification does not provide for the case where a dwelling is being purchased but rent is also being paid for a site. In most cases in caravan parks, the site is rented but the caravan may be owned or being purchased. In processing the census, if a caravan in a park is reported as being both rented and owned (or being purchased), then the rent information is lost and only the purchasing information is coded.

Prior to the 1986 Census, caravan parks were treated as non-private dwellings; a separate Personal form was given to each person. No family data were collected on the estimated 50,000 families in these parks until the 1986 Census. Since 1986, each occupied caravan, tent, cabin, camper van, etc., in a caravan park, and occupied boat in a marina, has been treated as a separate household and given a household form to complete. All household and family data are available.

An occupied caravan on a residential allotment, as a sole structure, is treated as an occupied private dwelling. Unoccupied caravans on residential allotments are not counted in the census.

A caravan on a residential allotment with one or more other structures may be treated as a separate private dwelling, or an extension of another structure.

C

For example, if a caravan in the backyard of a house is occupied by people who do not share the facilities of the house, then a separate household, and therefore separate private dwelling, is recorded for the caravan. Otherwise, it is regarded as a room attached to the main dwelling (assuming that these household members shared the facilities of the main dwelling, and the occupants are included on the household form for the main dwelling).

People in caravans at roadside parking areas or on open land are regarded as *improvised home/campers-out*. Occupants receive Household forms, and are counted under the occupied private dwelling category for campers-out.

Manager's residences in caravan parks or marinas are enumerated and classified as private dwellings.

See Dwelling, Dwelling type (DWTD), Structure of dwelling (STRD).

CATALOGUE OF CENSUS TABLES

The *Catalogue of 1986 Census Tables* (2175.0) described the tabulations produced for the 1986 Census on all forms of media, and contained the classifications used in those tabulations.

This catalogue will not be published for the 1991 Census. However, the *1991 Census Directory of Classifications* (2904.0) lists the Standard National matrixes available as well as the classifications and recodes for all 1991 Census data. A list of customised matrixes available for resale appears in the quarterly newsletter *Census Update* (2902.0). For State standard matrixes, contact the relevant ABS State Offices. A *1991 Census Product Directory* (2906.0) is also available. It describes the products and services available from the 1991 Census.

See Census Update, Census Product Directory, Community Profiles, Directory of Classifications, Matrixes.

CCLO

See Australian Standard Classification of Occupations and Classified List of Occupations.

CD-ROM

Compact disk - read only memory (CD-ROM) disks are robust and have a large storage capacity. One disk can store up to 550 megabytes of data; that is about 1500 floppy disks, 16 magnetic tapes, or the equivalent of a stack of A4 paper the height of a six-storey building! CD-ROM technology allows users to utilise micro-computers for the manipulation and analysis of large quantities of data.

See CDATE91 and CMAP91.

CDATA91

From the 1986 Census, a CD-ROM based product called CDATE86 was produced. CDATE86 contains small area data collected from the 1981 and 1986 Censuses. The product allows retrieval, tabulation, and mapping of these data.

An enhanced product is available for the 1991 Census, CDATE91. CDATE91 contains Community Profiles and digital boundary and topographic data on CD-ROM with software to produce maps and/or tables of data, to export data to other packages such as spreadsheets, word processors and desk-top publishers, and to import new data into the system. Time series data are included. CDATE91 is available in national and State packages.

See CMAP91, Community Profiles.

CENSAS

This proposed service would allow census data users direct access to all available 1991 Census data through the Census Consultancy Service. CENSAS would utilise Statistical Analysis Software (SAS) to produce user defined matrixes. Users would be provided with a skeleton program in which to specify the particular information they require. The program would be run by the Census Consultancy Service and would be subject to ABS confidentiality standards. At the time of preparation of this Dictionary, CENSAS is still under development and has not yet been confirmed as an operational service.

CENSUS

The Australian Census of Population and Housing is an official count of population and dwellings, and collects details of age, gender, and other characteristics of that population. The 1991 Census is the 12th national census for Australia.

The 1991 Census was held on the 6th of August 1991; since 1933 Australian censuses had been held on the 30th of June of census year. The change in 1991 was necessary because of the changes in school holiday dates in the majority of States and Territories. Traditionally, school holiday times are periods of high mobility for the population and the data collected would not be representative of the *usual* situation.

Census statistics are used as the basis for estimating the population at the national, State and local government levels, for electoral purposes and the distribution of government funds. They are used by individuals and organisations, in the public and private sectors, for planning, administration, research, and decision making.

One of the important features of the census is that it allows different characteristics of an individual, family or household to be related together. While some information on some characteristics is available from other sources, only a census can provide information on a standard basis for the country as a whole, as well as for small geographic areas and small population groups.

Population counts in Australia were initially just head counts called 'musters'. These were important as a means of determining requirements for food and other supplies. The first muster was taken in 1788. The first regular census was taken in New South Wales in 1828. With Federation, census taking became the responsibility of the Commonwealth Government.

For more information see *How Australia Takes a Census* (2903.0) and the information paper *Contents and Procedures* (2908.0, previously 2613.0).

CENSUS AND STATISTICS ACT

This is the Act of Federal Parliament which enables the Australian Statistician to conduct the census, and all the other statistical surveys conducted by the ABS.

In 1905, the Census and Statistics Act was passed in Federal Parliament, which gave authority to the Governor-General to appoint a Commonwealth Statistician whose duties included the taking of the census.

The Act originally stipulated that a census was to be taken in 1911 and every tenth year thereafter. The Act also stipulated a number of topics which must be asked in each census: name, age, sex, relationship, marital status, duration of marriage, birthplace, nationality, period of residence, religion, occupation, material of outer walls and number of rooms in the dwellings. It also allowed for other topics to be included as prescribed.

C

In 1930 the Act was amended to allow the census to be held at any such time as prescribed. Censuses have since been conducted in 1933, 1947, 1954, 1961, 1966, 1971, 1976, 1981, 1986 and 1991.

Since 1961 a census has been held every five years because of the need to collect data that can only be produced by complete enumeration of the population. In 1977 an amendment was made to the Act to have censuses carried out on a 5-year basis from 1981, and at other times as prescribed.

The Census and Statistics Amendment Act (No 2), 1981, proclaimed on 1 March 1983, removed the provision of the original Act requiring that certain topics must be included in the census. This provides greater flexibility in deciding census content and ensures that all topics are subject to the scrutiny of Federal Parliament before each census.

For more information see *How Australia Takes a Census* (2903.0) and the information paper *Contents and Procedures* (2908.0, previously 2613.0).

See Census regulations, Topic submission scheme.

CENSUS COLLECTOR

Census collectors are temporary employees engaged according to the Statistics Regulations. Each census collector is assigned one or more collection districts (CDs) to enumerate, which constitutes approximately a 10 day workload. They are responsible for the delivery and collection of census forms for every dwelling and household within their CD(s). These include private dwellings, caravan parks and non-private dwellings.

Collectors are responsible for ensuring the security of the forms and materials at all times, and for maintaining the confidentiality of all information at all times. Collectors also assist people to complete the census form if requested, and answer questions about the census.

Non-private dwellings which are expected to have at least 30 residents present on census night and caravan parks which are expected to have at least 70 occupied caravans are enumerated by special collectors. However, the census collector still has overall responsibility to ensure that all residents are enumerated.

Approximately 35,000 census collectors and special collectors were employed for the 1991 Census.

See Caravans, Collection district, Dwelling, Special collector.

CENSUS CONSULTANCY SERVICE

The ABS offers a range of Census Consultancy Services for people who require data that are not available as standard products. The service includes customised matrixes, customised Community Profiles and choropleth maps. The Census Consultancy Service would also operate CENSAS.

The price for customised census data varies depending on user requirements. Contact the ABS to obtain quotes for customised data requirements.

CENSUS COUNTS

The census enumerates people where they were located on census night. Most products from the census provide characteristics of people in the area in which they were enumerated.

Question 7 on the census form asks for each person's place of usual residence. The addresses provided are coded to statistical local area (SLA) and postcode. This means that census counts of the usually resident population of an area can be produced, but only for SLAs (or aggregations of SLAs) or postcodes - not for collection districts (CDs).

People away from their usual residence on census night are not coded back to their dwelling of usual residence so it is not possible to obtain dwelling data on a usual residence basis.

Family data are a special case. Visitors to dwellings are excluded and usual residents who are temporarily absent (from Question 43) are included in the coding of family type.

The components of each person count are:

Census counts by place of enumeration (C)

includes overseas visitors
excludes Australians overseas
excludes adjustment for underenumeration.

Census counts by place of usual residence (U)

excludes overseas visitors
excludes Australians overseas
excludes adjustment for underenumeration.

An additional population count is available from the ABS, the Estimated Resident Population which:

excludes overseas visitors
includes estimates of Australians overseas
includes adjustment for estimated underenumeration.

These data are only available for SLAs and for a very limited range of characteristics. The counts are updated annually.

While every effort is made to achieve a complete census count, some under-counting inevitably occurs for various reasons, for example, the inadvertent omission of very young children, treatment of some dwellings as unoccupied when in fact they are occupied, and failure to find all dwellings. Refusal by householders to complete the census form is not a significant cause of under-counting.

See Census count - place of enumeration, Census count - place of usual residence, Counts, Estimated resident population, Family, Household, Postcode, Undercounting/underenumeration.

CENSUS COUNTS FOR SMALL AREAS

The *Census Counts for Small Areas* (2462.0 - 2469.0) publication series is the equivalent of the 1986 Census series *Persons and Dwellings in Legal Local Government Areas, Statistical Local Areas and Urban Centres (Rural) Localities* (2730.0 - 2730.8). It contains counts of people and dwellings from the 1991 Census, with time series data from the 1986 Census, for statistical divisions, statistical subdivisions, legal local government areas, and urban centres. Equivalent data has been produced for all censuses.

CENSUS COUNT - PLACE OF ENUMERATION

This is a count of every person who spent census night in Australia, including people on board vessels in or between Australian ports, or on long-distance trains, buses or aircraft. People are counted where they are on census night, which may not be where they usually live. This count is also known as a *de facto* population count.

C

People entering Australia from overseas before midnight on Census night are counted where they stay on census night. Visitors to Australia are counted regardless of how long they have been in the country or how long they plan to stay. Australian residents in Antarctica are also within the scope of the census.

People leaving an Australian port for an overseas destination before midnight on census night are not counted in the census. Australian residents out of the country on census night, and overseas diplomatic personnel and their families in Australia are out of the scope of the census.

This type of count provides a snapshot in any given area. Although the census is timed to attempt to capture the *typical* situation, holiday resort areas, such as the Gold Coast, may show a large enumeration count compared with the usual residence count.

Census counts based on place of enumeration can be provided for individual collection districts (CDs), any aggregations of CDs, and postcodes.

Family data are a special case. Visitors to dwellings are excluded and usual residents who are temporarily absent (from Question 43) are included in the coding of family type.

See Collection district, Family, Household, Visitors to Australia.

CENSUS COUNT - PLACE OF USUAL RESIDENCE

This is a count of all people within the scope of the census on the basis of where they usually *live*, rather than where they *were* on census night. Each person is required to state their address of usual residence in Question 7. This count is also known as a *de jure* population count.

The statistical local area (SLA) in which each person usually resides is coded. Characteristics of individuals are available at this level and for aggregations of SLAs. Usual residence counts are not available for collection districts (CDs).

Census counts compiled on this basis are less likely to be influenced by seasonal factors such as school holidays and snow seasons, and provide information about the usual residents of an area. *Not stated* responses to the question on usual residence on census night are imputed to State and SLA of enumeration. Census usual residence counts form the basis of the Estimated Resident Population (ERP).

Family data are a special case. Visitors to dwellings are excluded and usual residents who are temporarily absent (from Question 43) are included in the coding of family type.

See Family, Household, Statistical local area, Usual residence, Visitors to Australia.

CENSUS DATE

See Date of the census.

CENSUS DIVISION

Census divisions are administrative units designed for the distribution and collection of census forms. They generally consist of whole legal local government areas (legal LGA). Exceptions to this are divisions containing the cities of Stirling (WA), Perth (WA), Brisbane (Qld), Caloundra (Qld), the shires of Albert (Qld) and Beaudesert (Qld), and the Australian Capital Territory and the Northern Territory.

Census divisions are not the same as *Statistical* divisions. *Census* divisions are used only for census collection purposes while *Statistical* divisions are designed for output purposes, for the census and other ABS statistical collections.

See Census subdivision, Statistical division.

CENSUS FIELD OFFICERS

Census field officers are appointed to assist with the enumeration of Aboriginal and Torres Strait Islanders. Their responsibilities include the identification of, and establishing contact with, major communities and groups; organisation of census awareness materials; and in areas designated as remote, the responsibility for the collection operation.

See Aboriginal enumeration, Assistant collectors.

CENSUS FORM

See Appendix A, Household form, Personal form.

CENSUS HOTLINE

This ABS telephone service answers queries from the public concerning the census and only operates around the collection period.

CENSUS LIAISON OFFICER

Each State office of the ABS has a Census Liaison Officer, who is the contact point for the more technical census enquiries. These officers are involved in, or aware of, all aspects of the census and can be contacted for any census queries which cannot be satisfied through Information Services, who are the first point of contact.

CENSUS PRODUCT DIRECTORY

The *1991 Census Product Directory* (2906.0) contains details of products and services available from the 1991 Census including publications, electronic products and consultancy services. It also contains prices, details of who to contact with queries, and how to order the products. The Directory is free, and is updated when new products and services become available.

CENSUS REGULATIONS

In all censuses up to and including 1981, the topics for the census were prescribed in two ways. The Census and Statistics Act, 1905, stipulated certain topics that must be asked in each census and therefore were included as a matter of course; and other topics were prescribed in census regulations tabled in the Commonwealth Parliament.

The Census and Statistics Amendment Act (No 2), 1981, removed the provision of the original Act for compulsory topics to be included. For the 1986 and 1991 Censuses, all topics included were prescribed in census regulations. The census regulations for the 1991 Census were tabled in May 1989.

See Census and Statistics Act.

CENSUS SUBDIVISION

For administrative purposes, census divisions are divided into census subdivisions. Census subdivisions are designed to group together about 10 to 12 collection districts (CDs). One or more subdivisions comprise the collection workload areas of group leaders. Census subdivisions are aligned to legal local government area (legal LGA) and statistical local area (SLA) boundaries, with some exceptions.

C

Census subdivisions are not the same as *Statistical* subdivisions. *Census* subdivisions are used only for census collection purposes while *Statistical* subdivisions are designed for output purposes, for the census and other ABS statistical collections.

See Census division, Statistical subdivision.

CENSUS UPDATE

Census Update (2902.0) is a newsletter produced for the 1991 Census. It is released on a quarterly basis and contains information on census products; highlights recent and future releases, including customised matrixes available for resale; and gives advice on planned forums. It is recommended that all serious census data users subscribe to *Census Update*.

CENTROID

The centroid is the optical centre of a collection district (CD) determined after the digitising process. This point is given latitude and longitude coordinates.

The centroid enables census data to be reproduced for any aggregation of CDs falling within any radius of a defined point. For example, a client may require data for a television viewing area. This may require the identification of all collection districts whose centroid lies within a twenty kilometre radius of a particular CD. Some maps containing census data attach images to centroids.

See Collection district, CDATA91, CMAP91, Digital spatial data.

CHILD

See Adopted child, Offspring.

CHOROPLETH MAP

A choropleth map displays the distribution of a census variable over specified geographic areas. Each value, or range of values, of the variable is represented by a different symbol, shading or colour. These symbols or colours are then mapped.

Choropleth maps can be produced for a wide range of census variables, for standard and non-standard geographic areas. For example, a choropleth map could display the distribution of aged people in statistical local areas (SLAs) in Melbourne.

The social atlases produced by each State contain many choropleth maps representing demographic and social aspects of capital cities in Australia. Information Services can provide customised choropleth maps, and a major function of CDATA91 is to produce these maps.

See CDATA91.

CHRISTMAS ISLAND

See External Territories.

CITIZENSHIP (NATP)

This variable classifies people as Australian citizens or not Australian citizens.

A question on nationality was first asked in the 1921 Census, in which respondents were required to indicate what nation they were subjects of, i.e. by birth, parentage or naturalisation. From 1933 to 1961, *nationality* was asked. In 1966 and 1971, the terms *nationality* or *citizenship* were used. Since 1976 the question has used the term *citizenship*.

Citizenship data are used to obtain information on the tendency of different migrant groups to take out citizenship and to measure the size of groups eligible to vote. The data are useful cross-classified with birthplace, year of arrival and age data.

CLASSIFICATION AND CLASSIFIED LIST OF OCCUPATIONS (CCLO)

For censuses 1961 to 1981 inclusive, occupation was coded according to the Classification and Classified List of Occupations (CCLO) which was based on the first edition of the International Standard Classification of Occupations (ISCO-58). The 1986 and 1991 Censuses used the Australian Standard Classification of Occupations (ASCO).

An ASCO/CCLO Link was developed to allow comparisons between the 1986 and earlier censuses. A 5 per cent sample of responses to the occupation questions by people classified as in the labour force in the 1986 Census was coded to both ASCO and CCLO. This provides a quantitative link between the two classifications, based on the 1986 Census responses.

For more information, see the information paper *Australian Standard Classification of Occupations/Classification and Classified List of Occupations: Link (2182.0)*.

See Australian Standard Classification of Occupations, Occupation.

CLASSIFICATIONS

To reduce the wide range of individual responses to census questions to manageable categories for output purposes, it is necessary to group together like or related responses. Each response is allocated an index number, and these index numbers are then reformatted into classes or classification levels of similar responses.

The *1991 Census Directory of Classifications (2904.0)* lists all classifications used for the 1991 Census.

See Directory of Classifications.

CLASSIFICATIONS AND RECODES

See Directory of Classifications.

CMAP91

CMAP91 provides users of 1991 Census data with the location of all 1991 Census statistical boundaries. These are displayed on electronic images of the 1991 Census field maps. The data are held in digital form on CD-ROM to allow easy access to areas of interest. CMAP91 integrates with CDATA91 and is available for a single State if required.

See CDATA91, Digital spatial data.

COCOS (KEELING) ISLANDS

See External territories.

CODE, CODING

A code is a number assigned to a category used in the classification of a census variable. During input processing, coding is the process of assigning a unique code to a response on the census form. For example, codes are assigned to each person's industry, occupation, qualification etc., using computer assisted coding.

Some responses to the 1991 Census are coded directly from response categories on the census form using optical mark recognition (OMR) machines.

C

All census variables are held in the computer files in coded form and identified by unique mnemonics. A complete list of census classifications is available in the *1991 Census Directory of Classifications* (2904.0).

See Computer assisted coding, Input processing, Mnemonics, Optical mark recognition.

COLLECTION DISTRICT

The census collection district (CD) is the smallest geographic area defined in the Australian Standard Geographical Classification (ASGC). It has been designed for use in the Census of Population and Housing as the smallest unit for collection, processing, and output of data. CDs also serve as the basic building block in the ASGC and are used for the aggregation of statistics to larger ASGC areas, and some non-ASGC areas, such as Commonwealth and State electoral divisions.

A collection district is represented by a seven digit code:

sddsscc where:

s	is a State/Territory code
dd	is a census division code
ss	is a census subdivision code, and
cc	is the collection district code.

In urban areas, there is an average of about 250 dwellings in each CD. In rural areas the number of dwellings per CD declines as population densities decrease.

CDs are defined for each census and are current for the period between censuses. For the 1991 Census of Population and Housing, there are 31,401 CDs throughout Australia. There are an additional 9 CDs for the External Territories.

The criteria for the design of CDs for the 1991 Census were:

- CDs should be consistent with both the collector's workload requirements and their role as a useful spatial unit and building block capable of aggregation into broader ASGC spatial units.
- The area and population delimited by a CD boundary must not be so great that one collector cannot deliver and collect census forms within about 10 days.
- The chosen CD boundaries should be readily identifiable on the ground and be defined in terms of permanent features; follow the centre of a road or river if these features are used; and should delimit CDs which conform to existing and proposed land uses. The use of major roads as CD boundaries is avoided to minimise splitting of identifiable rural localities.
- CDs should conform where possible to existing/gazetted suburb boundaries, and must not cross statistical local area (SLA) boundaries or, as a consequence, any other ASGC area boundary.
- CDs should contain at least 100 people wherever possible.
- CDs in aggregate must cover the whole of Australia without omission or duplication.

CDs are created in response to significant changes in population within a given area, or if boundaries of larger geographic areas change. For example:

- If the population within an existing CD increases to the point of being too large for one collector, the CD is split into two or more CDs.
- If growth in the population of a locality or urban centre results in expansion of its boundary, new CDs may be created by division of the CDs into which the growth intrudes, so that the new boundary may adequately reflect the urban growth in census results.
- When the official boundary for an incorporated land division, such as a legal local government area (legal LGA), is changed in such a way as to cut across an existing CD, new CDs are created from the several parts of the original CD (including one for the residue of the original CD). Or the CD boundaries are adjusted to reflect the change in the legal LGA boundary.

The aim of these procedures is to maintain as much comparability between censuses as possible.

New CD boundaries are designed with reference to information obtained from:

Aerial photography
Government authorities
Census collector comments from the previous census
Local knowledge
Field inspections.

For more information see the *Australian Standard Geographical Classification Manual* (1216.0) or the *1991 Census Geographic Areas* (2905.0). Maps are available from Information Services.

See Australian Standard Geographical Classification.

COLLECTION DISTRICT MASTER FILE

The collection district master file, on magnetic tape, contains basic counts and associated geographic codes for every collection district (CD) in Australia for the 1986 Census.

For the 1991 Census, these data will be available on a variety of media on request from the Geographic Data Base (GDB) through Information Services.

See Geographic Data Base.

COLLECTOR

See Census collector.

COLLECTOR'S RECORD BOOK

The collector's record book is used by census collectors to record delivery and collection details for every dwelling within their collection district (CD). A map of the relevant CD is included in the record book.

The collector's record book contains space for comments by collectors regarding the maps provided and their duties as a collector generally. These comments are used in the planning of the next census.

C

All record books are destroyed after input processing has taken place to ensure confidentiality.

See Confidentiality.

COMMONWEALTH ELECTORAL DIVISION

See Electoral division.

COMMUNITY PROFILES

These are sets of simple cross-classified tables (e.g. age by marital status) and are based on where people were counted on census night, i.e. place of enumeration. Similar data from the 1986 Census were called summary data or small area data. There are several different profiles:

Basic Community Profiles: (replaces the 7 page summary) These are available for collection districts (CDs), postcodes, and larger geographic levels. They are also available for the external territories of Cocos (Keeling) Islands and Christmas Island. Almost every item available in the 1991 Census is contained in a matrix in these profiles.

Expanded Community Profiles: (replaces the 21 page summary) These contain more detailed information than the Basic Community Profile. Unlike the equivalent 21 page summary from the 1986 Census, the Expanded profile does not duplicate the contents of the Basic profile. Available for statistical local areas (SLAs) and larger geographic areas.

Working Population Community Profiles: These are based on place of employment. They contain key characteristic about people working in statistical local areas (SLAs) within journey to work (JTW) study areas in the capital cities and surrounding areas.

Time Series Community Profiles: These contain appropriate tables from the Basic or Expanded Community Profiles, showing both 1986 and 1991 census counts.

Topic Community Profiles: These contain a selection of tables from the Basic or Expanded Community Profiles relating to a particular topic. For example, the Ethnicity Community Profile contains the tables from the Basic Profiles with ethnicity related topics, such as language, birthplace, religion, year of arrival, proficiency in English, etc.

Customised Community Profiles: Standard Community Profiles can be customised for a specific geographic area of interest by aggregating either ASGC areas or postcodes. The profiles can also be provided in electronic form for specified sub-populations, e.g. a particular age group.

Community Profiles are available on printout, on microfiche, floppy disk, and on magnetic tape. Standard Profiles are also available on CD-ROM in CDATA91.

See CDATA91, Census Consultancy Service, Census counts - place of enumeration, Geographic areas, Journey to work, Matrixes, Working population.

COMPACT DISK

See CD-ROM.

COMPUTER ASSISTED CODING

The 1991 Census main processing system uses computer assisted coding (CAC) for those questions with written responses, that is, the questions not captured by optical mark recognition (OMR), or where the respondent has failed to correctly mark a question. The coder enters the response given on the census form, the program selects the appropriate index and the file is automatically updated.

This method of coding improves the quality of the data. All coding is subjected to quality control checks during input processing.

See Indexes, Input processing, Optical mark recognition, Quality control.

CONFIDENTIALITY

Under the Census and Statistics Act 1905, it is an offence to release any information collected under the Act that would enable identification of any particular individual or organisation.

For the census, strict measures are taken in field collection, processing and output of data to guard against the release of confidential information.

Census collectors are responsible for ensuring the census forms for their collection districts are secure at all times. Once the forms are delivered to the Data Processing Centre (DPC), strict building security is maintained to ensure only those people who are bound by the Commonwealth Secrecy Act, and who have a legitimate reason for being there, have access. After processing of the forms has been completed they are pulped under the supervision of an officer of the ABS. All records used by collectors are also pulped.

The data from each census form are transferred onto computer files without names and addresses. No records of names and addresses obtained from the census are retained.

A comprehensive list of the precautions taken to ensure confidentiality of census data are listed in the information paper *Contents and Procedures* (2908.0, previously 2613.0).

Customised matrixes for some geographic areas can be produced with cells containing very small counts. In cases where this occurs small random adjustments are made to the data to avoid any risk of releasing identifiable information. These adjustments allow for a greater amount of detailed data to be released.

For example, because some collection districts (CDs) can and do contain less than 100 people, some confidentialising is required before data can be released at the CD geographic level. This can be achieved by either combining these CDs with adjoining CDs, so limiting table sizes for output; or by randomly adjusting small cells. In cases where random adjustment has occurred, a balancing item is provided to correct the table total.

See Balancing item, Introduced random error, Matrixes.

CONSORTIUM

Any group of people who require exactly the same customised matrix may form a consortium to share the cost of the data. The ABS will supply each member with one copy of the matrix ordered. Copyright on ABS data purchased by a consortium will remain with the ABS. Extra cost will apply in the form of service charges. The consortium option is not available for standard products. This service is only available through the Census Consultancy Service.

See Census Consultancy Service, Matrixes.

COUNTRY OF BIRTH

See Birthplace.

C

COUNTS

The census provides variables for a number of counts of people at different levels in the final unit record file (FURF).

At the **dwelling** level there are counts of:

Aboriginal/Torres Strait Islanders (CABD)
Employed persons in group households (CGED)
Persons not in the labour force in group households (CGND)
Persons temporarily absent from household (CPAD)
Residents aged 65/75/85 & over (CE1D,CE2D,CE3D)
Residents in a household (CPRD)
Unemployed persons in group households (CGUD)
Unrelated residents in a household (CURD)
Visitors to household (CVHD).

At the **family** level there are counts of:

Dependent offspring present (CDPF)
Dependent offspring temporarily absent (CDAF)
Other offspring (COPF)
Other offspring temporarily absent (COAF)
Related individuals (CRPF)
Step children of female parent (CSFF)
Step children of male parent (CSMF)

At the **person** level there is Total resident offspring in household (COHP).

Other counts are also available from the data, of dwellings, bedrooms in private dwellings (BEDD) and motor vehicles (VEHD).

See Bedrooms in private dwelling, number of (BEDD), Census counts, Count of Aboriginal and Torres Strait Islanders (CABD), Dwelling, Motor vehicles, number of (VEHD).

COUPLE

For census purposes, a couple can be either married or in a de facto relationship, but the members of a couple cannot be of the same gender. People identified in a married or de facto relationship must be 15 years of age or over.

A homosexual couple would not be classified as a couple and no relationship between the two would be coded. Such people would appear as *unrelated adults* in a family or group household.

There are two variables associated with the relationship status of couples, Marital status (MSTP), which is a person level characteristic (i.e. each individual states whether he or she is married, separated, etc.); and Married/de facto couple (MDCF), the family level variable which is derived from Question 5 on the form.

Apparent inconsistencies between the two variables are feasible because, for example, a couple may report a de facto relationship but may individually report a marital status of *separated* or even *married* (i.e. to a different person). *Married/de facto couple* is an attribute of a couple; *marital status* is an attribute of a person.

The Location of spouse indicator (SPLF) is needed to identify cases where a spouse is temporarily absent.

Characteristics of a person usually resident in a household but temporarily absent on census night (i.e. entered in Question 43) are not available at the household of usual residence. Such people may have been enumerated elsewhere in Australia but there is no way of linking their census information back to 'home'.

Information may be required on characteristics of couples. The following variables are available:

Age of female (AGFF)
Age of male (AGMF)
Hours worked by female (HRFF)
Hours worked by male (HRMF)
Labour force status of female (LFFF)
Labour force status of male (LFMF)
Qualifications of female (QLFF).
Qualifications of male (QLMF)

See Location of spouse/partner (SPLF), Marital status (MSTP), Married/de facto couple (MDCF).

**CROSS-CLASSIFIED
TABLE** *See* Matrixes.

**CUSTOMISED
SERVICES** *See* Census Consultancy Service.

D

DATA PROCESSING CENTRE

The Data Processing Centre (DPC) is set up as the site for the input processing of census forms, for the coding of the forms from all States and Territories. Located in Sydney for the 1991 Census, the DPC employs approximately 1,200 temporary staff during peak processing time.

When all the census forms have been completed on census night, they are collected and returned to the State distribution offices or sent directly to the DPC. They are boxed into packs by collection district (CD) for processing.

Input processing takes approximately 12 months to complete. The data files created from this processing are then sent to the central computing installation of the ABS to create the preliminary unit record file (PURF) and the final unit record file (FURF) for output processing.

To maintain the confidentiality of the data, the census forms are taken from the DPC to be pulped after processing and validation are completed.

See Confidentiality, Final unit record file, Input processing, Preliminary unit record file.

DATA TRANSCRIPTION CENTRE

The Data Processing Centre was known as the Data Transcription Centre prior to the 1991 Census.

DATE OF THE CENSUS

As a result of all mainland States moving to a four-term school year, school holidays now clash with the traditional (since 1933) census date of 30 June. School holidays in the period surrounding census day increase collection difficulties and reduce the quality of the data obtained as many more people are likely to be absent from their usual residence than in normal periods.

The 1991 Census was conducted on 6 August 1991.

Note that 5 August 1991 was an official Bank Holiday in New South Wales. Journey to work data from the 1991 Census will not be adversely effected by this, because the reference period for this data was 6 August 1991.

DECISION TABLES

See Derived variables.

DE FACTO POPULATION COUNTS

See Census counts - place of enumeration.

DE FACTO RELATIONSHIP

See Couple, Married/de facto couple (MDCF).

DE JURE POPULATION COUNTS

See Census counts - place of usual residence.

DEPENDENT CHILD

See Dependent offspring, Offspring.

DEPENDENT FAMILY CHILD

See Dependent offspring, Offspring.

**DEPENDANT
FOSTER CHILD/
CHILDREN**

See Dependent offspring.

**DEPENDENT
OFFSPRING**

Dependent offspring can comprise individuals from any one of three categories:

- School age dependent children - these are family children up to 14 years of age.
- Older children studying full time - these are family children aged 15-24 years who are full-time students and who have no partner or offspring of their own usually residing in the household (in the 1986 Census, 21-24 year olds were excluded from this category).
- Foster children - in either of the above two categories. There are cases of children related to the *family reference person* (e.g. sister, grandchild, niece), or unrelated children, who usually live with a family. These children are technically foster children, so they are classified as *dependent offspring*. In primary families, these children are further classified as *foster children*, using the variables Mix of dependent offspring in primary family (OTPF), and Offspring type (OTPP). In other families they are not further defined. (In 1986, they were classified as *other child of primary family* or *child of secondary family*.)

Before the 1986 Census, an issue child or dependant was defined as a person under 16 years of age, or 16-20 years of age and a full-time student; a dependent family child was a person under 16 years of age, or aged 15-20 years of age and a full-time student.

In the 1991 Census, as with all family members, dependent offspring must have been either present, or listed as usually present but temporarily absent, on census night.

Characteristics of a person usually resident in a household but temporarily absent on census night (i.e. entered in Question 43) are not available at the household of usual residence. Such people may have been enumerated elsewhere in Australia but there is no way of linking their census information back to 'home'.

Foster children who are related to the family reference person are coded as *dependent offspring*, not by their relationship characteristic. For example, a nephew of the household reference person, who is usually resident in the household, is classified as a *dependent offspring*, not as a nephew. These dependent offspring are further classified as *foster children* in the primary family.

Unrelated visiting children present in the household on census night are classified as *visitors* in the Relationship in household (RLHP) variable. In 1986, they were classified as *other non-family members*.

Nieces, nephews and other children who are related to the family reference person but who are visiting the family on census night are also classified as *visitors*. In 1986, they were classified as *other children of primary family*.

D

A natural/adopted child of only one partner in a marriage or de facto relationship, within the primary family, is classified as a *stepchild* of that family; stepchildren are not identified within a secondary family.

A household comprising a babysitter (visiting, and aged 15 years or over) and unrelated baby, is *not classifiable*.

See Family, Household, Mix of dependent offspring (OTPF), Offspring type (OTPP), Temporarily absent.

DEPENDENT OFFSPRING, NUMBER OF (CDAF, CDPF)

There are two variables that provide counts of dependent offspring.

Number of dependent offspring present (CDPF) is a count of dependent offspring who were enumerated in the household on census night.

Number of dependent offspring temporarily absent (CDAF) is a count of dependent offspring who were listed, in response to Question 43, as being usual household members temporarily absent on census night.

These variables are not applicable to people in non-private dwellings.

See Dwellings, Household, Offspring, Temporarily absent.

DEPENDENT OFFSPRING TYPE (OTPP)

This classification is applicable to all dependent offspring present, and only in primary families. The classification has been expanded from the 1986 version. The variable contains the following categories:

- Natural/adopted child of both parents or sole parent
- Step child of male parent
- Step child of female parent
- Foster child
- Child in a secondary family

Foster children can be related (e.g. niece) or unrelated, but must be usually living with the family. Note that the categories *step child* and *foster child* are not necessarily pure counts because a parent may describe such a child as *child of Person 1/2*; in this case we would classify the child as a *natural child*.

The variable is applicable to both one and two parent families. Cross classification with Family type (FMTP or FMTF) will disaggregate the family type. The two variables applicable to couple families with dependent children present are Number of step children of male parent (CSMF) and Number of step children of female parent (CSFF).

A number of derived variables are also provided for dependent offspring to allow further disaggregation at the **family level**. These are:

Age of youngest offspring (OAYF)
Mix of dependent offspring in primary family (OTPF)
Offspring age groups (OAGF)
Offspring position indicator (OPIP).

See Family, Offspring.

DERIVATIONS AND IMPUTATIONS

Some census data need to be derived where a question either has not been answered or there are contradictions in answers to associated questions. For example, if birthplace of mother and birthplace of father have not been completed by an offspring, but one or both parents state a birthplace, the offspring's mother's and/or father's birthplace can be derived.

Other data which may be derived when no response is given are Birthplace of individual (BPLP), Place of usual residence on census night (RLCP, RSCP, URIP), and non-labour force occupations.

If there is insufficient information provided to derive an entry for these items, they will be set to *not stated*.

These derived data items should not be confused with derived variables, which take a selection of data items/answers and combine them to produce a condition or status, such as Labour force status (LFSP) and Nature of occupancy (NOCD).

Age, gender, marital status, and State and statistical local area (SLA) of usual residence are the only data which are imputed in the 1991 Census. There is no *not stated* category for these variables. Where the information cannot be derived from other data provided on the census form, data will be imputed on the basis of distributions obtained from previous censuses. Imputation flag (IMPP) indicates if any imputation has been done. All person records on the final unit record file (FURF) will have data for these characteristics.

See Derived variables, Imputation flag (IMPP), Input processing.

DERIVED VARIABLES

In the census, many derived variables are stored on the unit record file. These variables are produced by combining a number of census questions. The combination of answers is used to derive a status or condition.

Nature of occupancy (NOCD), is a derived variable. Question 42 is used to collect information about whether the dwelling is rented, being purchased, or is owned by a member of the household. For example, if a respondent ticked *owned* but also ticked an amount of monthly loan repayments in response to Question 42, then the dwelling is classified as *being purchased*.

Users of this data should note that if any of the rental questions are answered as well as a range for a monthly payment on a loan, then the dwelling will be coded as *being purchased*.

Labour force status is also a derived variable. It is derived from responses to the questions on employment. The derivation methodology is based on taking into account the majority of consistent answers to these questions to derive the most appropriate labour force status. If this approach does not result in a derived value, responses to the method of travel to work question are used. The decision table specifying the derivation rules is available from the ABS.

There are also a number of derived variables for family and household data.

See Derivations and imputations, Family, Household, Labour force status, Nature of occupancy (NOCD).

D

DESTINATION ZONE (DZNP)

Destination zones are zones defined by State transport authorities and related bodies for journey to work studies. They refer to the destination of a journey to work, i.e. where people actually work. They do not necessarily correspond to collection districts (CDs) but do aggregate to statistical local areas (SLAs).

Processing of journey to work data involves allocating a destination zone code to each employed person over the age of 15 years who was enumerated at his or her usual residence on census night in a journey to work study area.

The majority of destination zone codes are obtained by matching business/employer names and locations reported on census forms with entries on the Census Business Directory. The directory contains predetermined codes for industry.

The industry classification of the establishments within destination zones are defined using the Australian Standard Industrial Classification (ASIC). Where a work location reported on a census form cannot be found on the directory, locality, street indexes, and maps, are used to determine the appropriate zone.

Destination zones have the following design restrictions:

- they should contain at least 100 people, where possible;
- they should not cross SLA boundaries, except in exceptional circumstances;
- they are to be aggregates of CDs where possible.

Destination zone coding makes it possible to produce census characteristics of the people who work in an area; also, in conjunction with address of usual residence (at SLA level only), to provide information on journey to work.

See Journey to work, Method of travel to work, Origin zones, Working population.

DETACHED HOUSE

See Structure of dwelling (STRD).

DIGITAL SPATIAL DATA

Since the 1976 Census, digital boundary and centroid data have been produced. These digital data are integrated into census output products, such as CDATA91, and distributed in formats for use with mapping software. The data are also available separately.

Digitising spatial data involves tracing a graphic image with a digitiser, which converts points on that image into latitude and longitude coordinates. These coordinates are recorded and stored on computer files.

Digital boundary data are available for all geographic areas used for census output. The area and centroid of geographic areas are calculated using digital boundary data. Detailed digital topographic data, i.e. towns, suburbs, roads, rivers, streets, etc., are also available.

See Centroid, CMAP91, Geographic areas.

DIPLOMATIC REPRESENTATIVES AND DWELLINGS

Foreign diplomatic personnel, their families and their dwellings are outside the scope of the census.

DIRECTORY OF CLASSIFICATIONS

The *1991 Census Directory of Classifications* (2904.0) contains a complete list of all classifications used in the dissemination of Census data, their mnemonics and most common recodes. A list of 1991 Census Standard National matrixes is also provided.

This publication is essential to anyone who wants to specify customised matrixes.

See Census Consultancy Service, Matrixes, Mnemonics, Recode.

DIVISION

See Census division, Statistical division.

DIVISIONAL MANAGER

Divisional managers are part of the field collection process. Each is responsible for the collection of census data from one census division. Duties include recruitment and training of field staff for their division, and organisation of the collection activities of their staff.

For the 1991 Census, there are 145 divisional managers.

See Census collector.

DURATION OF MARRIAGE

No data on duration of marriage are collected in the 1991 Census. Remarriages, de facto living arrangements and births outside marriage all reduce the usefulness of this data.

DWELLING

A dwelling is a building or structure in which people live. This can be a house, a block of flats, a caravan or tent, humpy or park bench. For census purposes, dwellings are classified into a number of distinct groups.

- **Occupied private dwellings**

A private dwelling is normally a house, flat, part of a house, or even a room; but can also be a house attached to, or rooms above, shops or offices; an occupied caravan in a caravan park or boat in a marina; a houseboat; or a tent if it is standing on its own block of land. A caravan situated on a residential allotment is also classed as a private dwelling.

An occupied private dwelling is defined as the premises occupied by a household on census night. A household is either a person living alone or people living and eating together. The total number of occupied private dwellings in an area, as measured by the census, may be greater than the known number of occupied dwelling structures because more than one household can occupy one dwelling structure.

For example, consider a single house divided into two units by permanently closing an internal door. If each unit is occupied by a separate household then, by definition, two private dwellings are counted. So, even though only one structure exists, two households and two dwellings are enumerated.

According to the official census household definition in the collector's manual; in a group house, where occupants share the dwelling, those occupants who usually supply their own food are counted as a separate household and issued with a separate household form. In practice, however, most households do not seek this definition from the collector, and therefore usually only complete one form.

D

In censuses prior to 1986 caravan parks were classified as non-private dwellings, which meant that no family relationship data were collected from the individual households within the parks. Since the 1986 Census, an occupied caravan, tent, cabin, etc. in a caravan park, and occupied boats in marinas, have been defined as census households and are treated as occupied private dwellings. Data on family and household for these are collected, and are available for 1986 and 1991. This change in classification will affect comparison of some household and family data with censuses prior to 1986. Caravans etc. in caravan parks are separately identified by the variable Dwelling type (DWTD).

- **Unoccupied private dwellings**
These are structures built specifically for living purposes which are habitable, but unoccupied at the time of the census. Vacant houses, holiday homes, huts, cabins (other than seasonal workers' quarters) and houseboats are counted as unoccupied dwellings. Also included are newly completed dwellings not yet occupied, dwellings which are vacant because they are due for demolition or repair, dwellings to let, and dwellings where all members of the household were absent on census night.

Unoccupied caravans etc. in caravan parks and boats in marinas are not counted in the census.

- **Non-private dwellings (NPDs)**
These are residential dwellings with accommodation which are not included in the dwelling categories listed above, and are classified according to their function. These dwellings include hotels, motels, guest houses, gaols, religious and charitable institutions, defence establishments, hospitals and other communal dwellings. Where this type of accommodation includes self-contained units (as provided by hotels, motels, homes for the elderly and guest houses), the units are enumerated as part of the non-private dwelling (NPD), not as separate households. Complexes such as retirement villages, which have a combination of self-contained units, hostel and/or nursing home accommodation, are enumerated as NPDs.

A list is provided to census collectors to ensure, where possible, that previously identified and classified NPDs are correctly enumerated. Other NPDs are found during the collection phase of the census and each is classified in accordance with responses provided by the owner/staff of the NPD. Special collectors are recruited to enumerate NPDs which are expected to contain more than 30 people on census night.

Occupants of NPDs received personal forms rather than household forms. This means that family relationships of people within an NPD are not sought, and no family data can be obtained.

- **Unoccupied non-private dwellings**
Houses under construction, derelict houses, vacant tents, or converted garages, are not included in any census count.

See Caravans, Households, Structure of dwelling (STRD).

DWELLING STRUCTURE

See Structure of dwelling (STRD).

**DWELLING TYPE
(DWTD)**

This derived variable classifies each dwelling enumerated in the census as one of the following:

- Private dwellings
 - Occupied:
 - Caravans etc. in caravan parks
 - Other*
 - Unoccupied
- Non-private dwelling
- Migratory
- Off-shore

* Includes all other private occupied dwellings including caravans not in caravan parks.

See Dwelling, Structure of dwelling (STRD).

**DWELLING
UNDER
CONSTRUCTION**

This information is not available from the 1991 Census.

For censuses prior to 1991, this information was collected along with data on the reason why a dwelling was unoccupied.

E

EDITING

In transcribing the information from census forms, all data items, except name and address, are entered into the computer in the form of codes. Editing and checking procedures are applied to these codes, and are important components of the input processing carried out at the Data Processing Centre (DPC). Edits are essential checking procedures and are applied at different stages throughout processing to ensure accuracy of the data.

Other checks on the forms are performed during each stage of input processing. For example, the preliminary check operation is designed to make sure all census forms are present, in order, and that gender has been reported.

Balancing edits are applied at the DPC to check that the person and dwelling counts for each collection district (CD) remained the same after each coding process, and that they agree with the totals recorded in the collector's record book.

Consistency edits are applied following the transcription of data to computer files at the DPC. These edits are designed to detect responses which appeared to be inconsistent with other responses on the same form, or in conflict with census processing rules. When recorded data fails to pass edits, changes are made automatically according to other information from the same form.

Apparent inconsistencies in the transcribed data can result from errors by the respondent in completing the form, or from errors in coding the information onto computer files. Edits are applied to detect such cases. For example, if a person records their age as less than 15 years and reports a marital status other than *never married*, an edit failure will occur.

See Input processing, Quality control.

EDUCATION

See Age, Educational institution attending, type of (TYPP), Qualifications, Student full/part (STUP).

EDUCATIONAL INSTITUTION ATTENDING, TYPE OF (TYPP)

This variable identifies the type of educational institution being attended by people who are full/part time students. The categories cover pre-school to tertiary institutions.

Users of the data on pre-school attendance should be aware that some offspring who are in child-care will be included in the pre-school figures. This has been identified as a problem with interpretation of the categories.

Information on whether a person is attending an educational institution is essential for education and labour market planning. It is also used to identify dependent family offspring in family coding.

Other variables collected by the census classify the qualifications people have obtained since leaving secondary school.

See Qualifications, Student full/part time (STUP).

ELDERLY PEOPLE IN DWELLINGS

There are three derived variables which provide counts of elderly residents present in a household for the 1991 Census. These count the Number of residents aged 65 & over (CE1D), aged 75 & over (CE2D), and aged 85 & over (CE3D).

These variables are used to cross-classify the number of elderly people in dwellings with other household characteristics.

See Counts, Dwelling, Relationship in household (RLHP).

ELECTORAL DISTRICT

In Queensland, each member of the State Parliament represents an electoral district, which is the same as an electoral division in all other States and Territories of Australia.

See Electoral division.

ELECTORAL DIVISION

An electoral division is an area legally prescribed for the purpose of returning one member (or seven in the case of the Tasmanian State Parliament) to the Federal or State Lower Houses of Parliament. Queensland has only one House of Parliament at the State level, with each member representing an electoral district.

Electoral divisions are not standard census geographic areas. They are approximated by aggregating the data for collection districts (CDs) that lie wholly or partly within the electoral division.

Commonwealth electoral divisions have different boundaries to State electoral divisions. There are 148 Commonwealth electoral divisions which cover all of Australia.

For a list of State electoral divisions contact the relevant State ABS office. For the 1991 Census, State electoral divisions do not exist for the Australian Capital Territory or the Northern Territory.

See Electoral district.

EMPLOYED

See Labour force status.

EMPLOYED LABOUR FORCE

See Labour force status.

EMPLOYER

See Labour force status.

EMPLOYMENT

The 1991 Census asked 9 questions relating to employment. All people aged 15 years and over were asked to complete these questions.

See Hours worked, Industry (INDP), Journey to work, Labour force status, Occupation (OCCP).

EMPLOYMENT SECTOR

See Industry sector (GNGP).

EMPLOYMENT STATUS

See Labour force status.

ENGLISH, PROFICIENCY IN (ENGP)

Question 19 asks "How well does the person speak English?". Since the 1981 Census, people who indicated that they spoke a language at home other than English have been asked to state how well they speak English.

E

The main problem associated with the data on proficiency in English is the subjective nature of responses to the question, as is inevitable in a situation where each household fills in a census form, without the help of an interviewer. Part of the problem is different interpretations by respondents of their proficiency. For example, a respondent who can communicate well enough to do the shopping and hence answers *well* to the second part of the question, in fact may not be able to hold a social conversation. Also, errors may occur if a friend or a relative answers the question on behalf of a respondent. The respondent's actual proficiency in English may be inadvertently downgraded or upgraded.

For these reasons, census data on the levels of proficiency in English of people who speak a language other than English at home should be broadly interpreted. It is still useful, however, for the planning and provision of multilingual services and as an indication of the ethnicity of the population.

See Ethnicity, Language (LANP).

ENUMERATION

Enumeration is the act of counting or summing. The census counts or enumerates people in two ways, by place of enumeration (where they are at the time) and by place of usual residence (where they usually live). The Australian Census of Population and Housing is conducted by self enumeration.

See Census count - place of enumeration , Census count - place of usual residence, Post Enumeration Survey, Self enumeration.

ENUMERATION DISTRICT

See Collection district.

ERROR

In a census there are recognised sources of error. Although considerable effort is directed to procedures to ensure the highest level of accuracy, some errors survive in the final results. Potential sources of error in the census are: undercounting, respondent error, processing error, and introduced random error to protect the confidentiality of individuals.

See Introduced random error, Processing error, Undercounting and/or underenumeration.

ESTIMATED RESIDENT POPULATION

The Estimated Resident Population (ERP) is the official ABS estimate of the Australian population. The ERP is based on results of the population census and is compiled for each census and updated annually between censuses. These intercensal estimates of the resident population are revised each time a population census is taken.

In the compilation of the ERP, two important adjustments are made to the census count based on place of usual residence. The first is an adjustment for census underenumeration. The level of underenumeration is derived from the Post Enumeration Survey (PES) which is conducted soon after the census, and from estimates based on demographic analysis. The second adjustment is the inclusion of an estimated number of Australian residents who are temporarily overseas on census night and are therefore not covered by the Australian census. The number of such people is estimated from statistics on overseas arrivals and departures.

The ERP at census date at the national and State levels is updated quarterly by the use of demographic statistics (births, deaths, overseas and interstate migration). At the statistical local area (SLA) level, reliable statistics on migration are not available and the ERP at this level is updated annually, taking into consideration indicators of population change. A statistical regression model is used to assist in the compilation of the ERP at the SLA level.

Estimates by age and gender are published annually at national, State and SLA level. Estimates by birthplace and marital status are also published annually at a national level, and estimates at the national and State levels, by gender, are published quarterly.

More information on the ERP can be found in the ABS publication *Australian Demographic Statistics* (3101.0), produced quarterly, and *Estimated Resident Population by Sex and Age: States and Territories of Australia* (3201.0), produced annually. ERPs for SLAs are published by State offices in various publications. These are listed in the most current *ABS Catalogue of Publications and Products* (1101.0).

See Census count - place of enumeration , Census count - place of usual residence.

ETHNIC ENUMERATION

With one in four Australians coming from a non-English speaking background, there is a need to ensure that assistance is available to people who have difficulties with the English language.

A strategy has been developed by the ABS to ensure that the best possible enumeration of ethnic groups is achieved. The communications aspect of this strategy include translation of brochures into community languages; translation of radio messages; subtitling of television commercials; and the provision of information to migrant education units and community groups.

The census also employs collectors with skills in languages other than English, and operates a telephone interpreter service. Arrangements can also be made for an interpreter to visit the home if required.

ETHNICITY

The 1991 Census contains several questions which seek information on the ethnic composition of Australia's population. These include questions on birthplace, citizenship, language, religion, and year of first arrival in Australia. The information derived from these questions is used for planning the provision of services to migrants, and contributes to studies of Australia's multicultural society.

A question on ancestry was not asked in the 1991 Census.

See Ancestry, Birthplace, English, proficiency in (ENGP), Language (LANP), Religion (RELP), Year of arrival in Australia (YARP).

E

EXTERNAL TERRITORIES

Cocos (Keeling) Islands and Christmas Island are Australian External Territories and are within the scope of the 1991 Census. The 1986 Census was the first census to include them.

In accordance with international statistical standards, however, the External Territories are excluded from statistical counts for Australia. Previously, separate censuses of the islands were conducted by the Department of Home Affairs, or its equivalent.

For the 1991 Census, Basic Community Profiles can be produced for Cocos (Keeling) Islands and Christmas Island. Collection district (CD) maps are also available for these External Territories. Customised matrixes containing more detailed information about the inhabitants of the islands can be obtained from the Census Consultancy Service.

See Census Consultancy Service.

FAMILY

A family is a group of related individuals where at least one person is aged 15 years or over. The term related includes related by birth and by the formation of a marriage or marriage-like relationship. A family can consist only of other related adults such as two brothers or a female living with her grandchild. In the case, for example, of two brothers living in one brother's daughter's family, the daughter's family would be coded as the primary family and the brothers as second family. This is indicated by the variable Family number (FNOF).

Visiting families are not coded; and the relationships of other visitors are not coded.

Up to three families can be coded in one household: the *primary* family (usually the first listed on the census form, or the one with dependent children), and up to two others, called collectively *other families*, and individually *second* and *third* families. The relationship between the families is coded by the variable Relationship of second and third family to primary family (FRLF).

If more than three families are found in a household, three families are separately classified and any other(s) are disbanded, being classified as either related family members or non-family members as appropriate.

Related adults (individual brothers, sisters, aunts, uncles) may be present in the household. These people can only be associated with the primary family.

Family relationships are derived from two questions on the 1991 Household Form (see Appendix A). Question 5 asked each person his/her relationship to Person 1/Person 2. Question 42 asked for usual household members who were temporarily absent on census night, and their relationship to Person 1. Coding of family structure is done using these answers. If Person 1 is not the most appropriate family reference person, coders assign the reference person based on age, marital status and relationship considerations.

Once a suitable family reference person is established for a family, all people identified within the family unit are allocated family relationship codes, and family type determined. A family reference person must be resident in the household on census night (i.e. listed in the main body of the census form, not in the part for temporary absentees), and over the age of 14 years. For multiple family households, there is a reference person for each family; the reference person for the primary family is defined as the household reference person.

In the case where a household comprise only related children under the age of 15, the household is not classifiable. In the 1986 Census this case was coded to group household.

Of people listed in response to Question 43, only spouse(s) and dependent family offspring are used in coding family type. It is possible, for example, to form a family unit from a reference person who was the only person present in the household on census night, and a spouse and/or dependent family offspring listed in response to Question 43. An important note here is that people listed in response to Question 43 are considered in family and household coding only. Characteristics of these people are not available at the household of usual residence. Such people may have been enumerated elsewhere in Australia but there is no way of linking their census information back to 'home'.

F

A household containing only a visiting family (e.g. a family at a holiday home) is coded to a household type of visitors only.

If relationships were not adequately stated by respondents, the family structure was derived where possible during processing from other responses such as name, usual residence and marital status.

Changes to family concepts and data

As the census counts people where they located on census night, it is very difficult to produce accurate data that reflect the usual family/household situation. Family and household relationship data from censuses prior to 1986 had a number of problems, the major one being that residents temporarily absent were not considered in the classification process but visitors were included, leading to miscoding of family and household type (e.g. coding of couple families as sole parent families because one member was away). Also, dubious categories like *head only family* existed.

To acquire a more accurate picture, more questions would need to be added to the census form and higher processing costs incurred. Therefore, it is only possible to go part of the way in constructing the usual picture.

However, a major step forward for the 1986 Census was the introduction of a question on the Census form seeking details of temporary absentees. Although it was possible to go further and remove visitors to the household to classify families using only the usual occupants, it was decided to continue to include all people present, mainly to maintain some comparability with 1981 data.

The two major changes in the 1986 Census were:

- The introduction of the categories lone person household and group household, replacing the category *head only* in previous censuses (i.e. the 1981 category *head only* contained households of only one person, and households containing *head* and non-related adults. This was a difficult concept to follow).
- Spouses and dependent family children who were usually present but temporarily absent on census night were considered in determining the family composition. For non-family households, however, visitors were treated as residents; some actual lone person households would have been classified as group households.

The information paper *Understanding Family Data (2178.0)* explains all of the family/household concepts used in the 1986 Census, lists a number of problems in attempting to compile accurate family data, and quantifies the effects of the changes made in the 1986 Census.

For the 1991 Census, discussions held with users of family and household data revealed the requirement for more accurate data, and simpler and more relevant classifications reflecting the usual family and household structure, at the expense of comparability with previous censuses.

The main changes to family and household coding were:

- To exclude all visitors (people who ticked *elsewhere* in question 7) from household and family classifications (counts of visitors are still available separately). This change affects the comparability of family counts, family structures in holiday homes, group and lone person households, with the 1986 Census. In cases where all people in a household are visitors (e.g. a holiday home), family/household coding is not done. Also cases where relatives (including whole families)

are visiting a lone person or group household, no relationships are coded.

- Expand the basic family classification to fully identify 'elementary' families - i.e. families consisting of parents and their offspring; where offspring can be of any age but they must not have a partner or any offspring of their own usually residing in the household (otherwise they would form a second family). (In the 1986 census the only offspring recognised in the family classifications were those classified as *dependent*, others were classified as *related adults*).

The usual family picture is still deficient because no family data are available for dwellings that were vacant on census night but which were normally occupied; it is not possible to reconstruct households in these dwellings.

There are a large number of derived variables associated with families and households. These are stored on the census files to simplify census matrix development.

Census data are stored in a hierarchy of records for each household. Each household may contain a number of family records, each of these, in turn, may contain a number of person records. When thinking about household/family data, it is necessary to recognise these three levels and understand the concepts at each level. It is difficult to cross-classify a variable from one level with a variable from another record in the same level, e.g. the language of one person by the language of another. A number of derived variables are provided at each level to simplify matrix development.

People enumerated in caravans etc in caravan parks were included in family coding, as they were in the 1986 Census.

For the 1991 Census, a **household** may consist of:

- One person living alone
- A primary family unit, with or without non family members
- A primary family unit, with or without non family members and up to two other family units
- Two or more unrelated people (i.e. a group household)
- Only visitors.

In cases where all members of a household present on census night were related, and under 15 years of age, the household was deemed *not classifiable*.

Family level variables

The basic family classification is family type. It recognises the importance of classifying different types of elementary families. This is complicated somewhat by the fact that other related individuals may or may not be present. These other related individuals can appear as a family. The following variables allow the tabulation of family level data; all variables are provided for each family in a household:

Family type (FMTF) is quite different to the 1986 variable FMC which included other offspring within the category of related adults. For those users wanting comparability, the equivalent of the 1986 Census variable FMC will also be provided. It should be noted, however, that there are still some comparability problems because of the exclusion of visitors from family coding.

F

Relationships between families

In family level matrixes, it is useful to tabulate primary families only, or look at relationships between families. Two variables provide this utility. Family number (FNOF), indicates whether the family is a primary or other family, and Relationship of second and third family to primary family (FRLF), details the relationship between the second and primary families, or the third and primary families.

Family and Parental Income

There are two derived income variables for families, Family income (FINF) and Parental income (PINF). These variables have higher upper ranges than individual income (INCP).

The 1986 Census version of family income compares closest to parental income in the 1991 Census. Both incomes relate only to families, i.e. households which have only visitors are excluded, along with group and lone person households.

Couples and parents

There are two variables associated with the relationship status of couples. They are Marital status (MSTP), which is a person level characteristic, i.e. each individual states whether he or she is married, separated, etc., and the family level variable Married/de facto couple (MDCF) which is derived from the relationship question on the census form.

The Location of spouse (SPLF) variable is needed to identify cases where the spouse is temporarily absent because person level characteristics are not collected for any person temporarily absent.

Information about the individual characteristics of couples or sole parents is provided the following variables:

Age of female (AGFF)
Age of male (AGMF)
Hours worked by female (HRFF)
Hours worked by male (HRMF)
Labour force status of female (LFFF)
Labour force status of male (LFMF)
Qualifications of female (QLFF).
Qualifications of male (QLMF)

Offspring

A number of derived variables are also provided for dependent offspring to allow further disaggregation at the family level:

Offspring age groups (OAGF)
Age of youngest offspring present (OAYF)
Mix of dependent offspring in primary family (OTPF).

The following two variables are applicable to couple families with dependent children present:

Number of step children of male parent (CSMF)
Number of step children of female parent (CSFF).

Other counts at the family level:

Number of dependent offspring present (CDPF)
number of dependent offspring temporarily absent (CDAF)
Number of other resident offspring present (COPF)
Number of other offspring temporarily absent (COAF)
Number of other related individuals present (CRPF).

The only temporary absentees which are included in the coding process are spouses, offspring and co-tenants. The number of other related individuals temporarily absent is unknown.

Person level variables associated with family/household relationships

The key variable at the person level is Relationship in household (RLHP). It gives the relationship of each person in a family (in a family household) or classifies members of other households - group and lone person households and households containing visitors only.

Note that the classification gives relationships within a family, i.e. it does not necessarily reflect the answers to the household based relationship question on the census form.

The following variables are provided on the records of individuals to enable simple cross-classifications (note that there are many other variables associated with people which are listed elsewhere):

Household reference person indicator (HRPP)
Relationship in household (RLHP)
Usual residence and internal migration indicator (URIP).

Other family information on person records:

Age of father (AGMP)
Age of mother (AGFP)
Family income (FINP)
Family type (FMTP)
Hours worked by father (HRMP)
Hours worked by mother (HRFP)
Labour force status of father (LFMP)
Labour force status of mother (LFFP)
Number of resident offspring in household (COHP)
Offspring age groups (OAGP)
Offspring position indicator (OPIP).
Parental income (PINP)

Personal characteristics such as offspring type, religion, age, birthplace, birthplace of mother/father are available on offspring records. To simplify fertility and child care analysis, the above derived variables are added to the offspring records.

The following variables are stored on the record of each family member:

Family income (FINP)
Family type (FMTP)
Offspring age groups (OAGP)
Parental income (PINP)
Total resident offspring in household (COHP).

The characteristics of offspring or parents who were temporarily absent on census night are not available.

Type of offspring

Offspring type (OTPP) is applicable to all dependent offspring present. Step children can be identified using OTPP. Note that offspring are only identified in primary families. The classification has been expanded from the 1986 version. It is stored on offspring records.

See Couple.

FAMILY CHILD

See Offspring, Relationship in Household (RELP).

FAMILY COMPOSITION

See Family Type.

F

FAMILY HEAD

See Family reference person.

FAMILY INCOME (FINF, FINP)

There are two derived income variables for families in the 1991 Census, Family income (FINF, FINP) and Parental income (PINP). Parental income is most comparable with the 1986 family income variable. Both variables relate only to families, i.e. households which have only visitors are excluded, along with group and lone person households.

Family income has been traditionally calculated by summing the mid-points of the range of personal incomes reported by household members. In the 1986 Census, family income was not calculated if spouse(s) were temporarily absent or if one or more incomes were not stated, unless one member had an income of over \$50,000 (the top range).

For the 1991 Census, mean incomes derived from the May 1988 Supplement to the Labour Force Survey, scaled up to 1991 incomes, are used to estimate the average income within each census income bracket, to improve the accuracy of the calculations.

Family income contains the individual income of each member of the family (i.e. visitors are excluded). If any family member is temporarily absent, or if any non-dependant family member has income *not stated*, family income is still calculated and the condition indicated in the variable Family income derivation indicator (FIDF).

The derivation of family income provides income ranges above that available in the component individual incomes. The calculation assumes a value of \$106,964 for any individual income of \$70,001 or more. The income range classification ranges from *less than \$3,001* to *more than \$150,000*.

Note that the category *no incomes stated* comprises cases where all the incomes of members present are not stated.

The income received by dependent family offspring aged 15-24 years is included in FINF so that the same conceptual base is used for deriving family income in the census as in the ABS Household Surveys.

When comparing family income data with previous censuses, note that people in caravans etc in caravan parks were classified as households for the first time in the 1986 Census. They were not therefore included in family income in censuses prior to 1986.

Family income is not applicable to non family households such as group households or lone person households; or to people in non-private dwellings.

See Family income derivation indicator (FIDF), Household income (HIND), Income, Median income.

FAMILY INCOME DERIVATION INDICATOR (FIDF)

Family income is calculated by adding the individual incomes reported by all family members. If any family member is temporarily absent, or any non-dependant family member has income *not stated*, family income is calculated and this condition indicated by the variable Family income derivation indicator (FIDF).

The following conditions are identified:

- No members aged 15 + temporarily absent and all incomes stated
- No members aged 15+ temporarily absent and one or more incomes not stated
- One or more members aged 15+ temporarily absent but incomes stated for all members present
- One or more members aged 15+ temporarily absent and one or more incomes of members present not stated.

See Family income, Income.

FAMILY MEMBERS TEMPORARILY ABSENT

See Household members temporarily absent, Temporarily absent.

FAMILY NUMBER (FNOF)

This variable indicates whether the family is a:

- Primary family
- Second family)
- Third family) Known as *other* families.

The relationship between families is described in the Relationship between families entry. The number of families in a household is indicated by the variable Household type (HHTD).

See Family, Household, Household type (HHTD), Relationship between families.

FAMILY REFERENCE PERSON

Coding of family data is done using answers to the relationship question on the Household form. All people are asked to state their relationship to *Person 1*. If *Person 1* is not the most appropriate reference person, coders will assign the *family reference person* based on age, marital status and relationship considerations. For multiple family households, there will be a family reference person for each family; the reference person for the primary family is then defined as the *household reference person*.

For group and lone person households, and households containing only visitors, a household reference person is arbitrarily assigned.

A family reference person must be resident in the household on census night, i.e. listed in the main body of the census form, not in Question 43.

A family reference person must be over the age of 14 years. In the case where only children under 15 years of age are present in a household on census night, the household is coded to the category *not classifiable*. This is done because it is difficult to add a parentless family category throughout the family and household classifications. The number of such cases are statistically insignificant.

See Family, Household, Household reference person.

F

FAMILY TYPE (FMTF, FMTP, FTPD, FT2D, FT3D)

A family is a group of related individuals where at least one person is aged 15 years or over. The term *related* includes related by birth and by the formation of a marriage or marriage-like relationship.

The basic family classification recognises the importance of classifying different types of elementary families. This is complicated by the fact that other related individuals may be present.

There are a number of variables:

Family type (FMTF)
Family type (FMTP)
Family type of primary family (FTPD)
Family type of second family (FT2D)
Family type of third family (FT3D)

The categories are:

- One parent family:
 - With dependent offspring only
 - With dependent offspring and other related individuals only
 - With other offspring only
 - With other offspring and other related individuals only
 - With dependent and other offspring only
 - With dependent, other offspring and other related individuals
- Couple - no offspring:
 - Couple only
 - Couple and other related individuals only
- Two parent family:
 - Couple with dependent offspring only
 - Couple with dependent offspring and other related individuals only
 - Couple with other offspring only
 - Couple with other offspring and other related individuals only
 - Couple with dependent and other offspring only
 - Couple with dependent and other offspring and other related individuals
- Family of related individuals only:
 - Other related individuals only (e.g. brothers).

Note that the last category is only applicable to primary families.

FMTF is quite different to the 1986 variable FMC which included other offspring within the category *related adults*. For those users wanting comparability, the equivalent of the 1986 Census variable FMC will also be provided. It should be noted, however, that there are still some comparability problems because of the exclusion of visitors from family coding for 1991.

FMTF is derived from people enumerated in the household who usually reside in the household (excluding boarders and other non family members) on census night, and spouses and dependent offspring usually present but temporarily absent.

For the 1991 Census, FMTF relates only to the basic composition of the family. FMTF is the principal family variable used in family tabulations. When cross-classified with other variables, such as Location of spouse/partner (SPLF), Nature of occupancy (NOCD), Structure of dwelling (STRD), Number of dependent offspring (CPDF, CDAF), Family number (FNOF) and Family income (FINF), demographic characteristics of the different family compositions can be established.

In **family** level matrixes, users may want to tabulate primary families only, or look at relationships between families. Two variables provide this utility: Family number (FNOF) indicates whether the family is a primary or other family; and Relationship of second and third family to primary family (FRLF) classifies the relationship between the second and primary families, or the third and primary families.

At the **household** level, the following derived variables allow analysis of family types:

Family type of primary family (FTPD)
 Family type of second family (FT2D)
 Family type of third family (FT3D).

Note that second and third families cannot have related individuals.

If more than three families are found in a household, only three families will be separately classified and any others will be disbanded, being classified as either related family members or non-family members as appropriate.

At the **person** level, analysis of family type is achieved using the variable Family type (FMTP).

See Family, Relationship between families.

FATHER

See Parent.

FIELD OF STUDY

See Qualifications.

FIELD OFFICERS

Census field officers are appointed to assist with Aboriginal and Torres Strait Islander enumeration for the census.

Their responsibilities include:

- Identification of major Aboriginal groups/communities in each collection district
- Organisation of census awareness materials and planning activities for Aboriginal communities
- Visiting Aboriginal communities to establish contact and promote census awareness
- Compiling a list of possible Aboriginal contacts who could help with the enumeration
- In urban and non-remote rural areas, assisting in the recruitment and training of field staff for Aboriginal areas

F

- In remote areas, responsibility for all aspects of the Aboriginal field system, including the training and recruitment of assistant collectors, and the supervision of the actual collection operations.

See Aboriginal enumeration.

FINAL UNIT RECORD FILE

The final unit record file (FURF) is a sequence of records held on computer files. It holds coded data for all the person, family, household and dwelling characteristics in each collection district as collected in the census. It is the original source of all census products.

Census data are stored in a hierarchy of records for each household/dwelling. Each **household** may contain a number of **family** records. Each of these, in turn, may contain a number of **person** records. When using household/family data it is necessary to recognise these three levels and understand the concepts at each level.

The three levels are indicated by the fourth character in the mnemonic for each variable. Household/dwelling level variables are indicated by **D**, family level by **F**, and person level by **P**.

It is difficult to cross-classify a variable from one level with a variable from another record in the same level, e.g. the age of one person by the age of another. Some derived variables are provided at each level to provide flexibility for cross-classification. Output processing involves producing statistics by sorting, summing, averaging and cross-classifying data items from the FURF.

There is also a preliminary unit record file (PURF) which holds the records of data collated from the preliminary processing stage using optical mark readers (OMR). These data are used to produce any preliminary outputs such as counts by age and gender, and are used in the calculation of the Estimated Resident Population (ERP).

The FURF is held under strict security and is only accessible by officers of the ABS.

See Estimated Resident Population, Input processing, Mnemonic, Output processing, Preliminary unit record file.

FLATS

See Structure of dwelling (STRD).

FLOPPY DISKS

Data from the 1991 Census are available on floppy disk in formats suitable for IBM compatible and Apple Macintosh computers, in low or high density format.

FOSTER CHILDREN

See Dependent offspring, Offspring.

FULL TIME

For census purposes, people who worked 35 hours or more in their main job in the week before the census are coded as *full time* workers.

This is not identical to the Labour Force Survey definition. A comparison of the proportion in the workforce employed on a full time basis in Victoria was calculated from the 1986 Census, with the corresponding proportion derived from the July 1986 Labour Force Survey. This showed a difference of only 2 percentage points. This is a very small *error* given the potential usefulness of the data.

See Hours worked, Part time, Student, full/part time (STUP).

F

FURF

See Final unit record file.

**FURNISHED/
UNFURNISHED
(FUFU)**

This variable indicates whether rented occupied private dwellings, including caravans etc. in caravan parks, are furnished or unfurnished.

See Dwelling, Nature of occupancy (NOCD).

G

GDB

See Geographic Data Base.

GENDER (SEXP)

This variable records the gender of each person enumerated in the census as male or female.

Most census tables and matrixes include gender as a cross-classification.

See Couple.

GEOGRAPHIC AREAS

The publication *1991 Census Geographic Areas (2905.0)* lists the subset of Australian Standard Geographical Classification (ASGC) areas used for the dissemination of 1991 Census data.

See Australian Standard Geographical Classification.

GEOGRAPHIC DATA BASE

The Geographic Data Base (GDB) contains the following information about each census collection district (CD) in Australia:

For every CD in Australia, the GDB holds the following information:

- CD indicative - i.e. the census division, census subdivision and collection district code
- Codes for each geographic area which contains the CD, including:
 - Statistical local area (SLA)
 - Legal local government area (legal LGA)
 - Statistical division
 - Commonwealth electoral division
- Area in hectares
- Latitude and longitude of its centroid
- An indication of the comparability of the area with the two previous censuses
- A selected range of preliminary and final counts.

CDs are the smallest spatial unit for which data are released. The geographic relationships held on the GDB enable CDs to be aggregated to larger standard spatial units such as Australian Standard Geographical Classification (ASGC) areas or Commonwealth and State electoral divisions. CDs can be also be aggregated to non-standard areas by specifying each CD to be included in the area.

See Australian Standard Geographical Classification, Collection district.

GOVERNMENT/ NON-GOVERNMENT EMPLOYMENT

See Industry sector (GNGP).

GROUP HOUSEHOLD A family contains related people. A group household contains only unrelated people - i.e. no de facto relationships. A group household is therefore defined as a non-family household consisting of two or more unrelated people, at least one of which is over the age of 14. Children under 15 years of age could be present if they ticked the category *unrelated flatmate or co-tenant*.

A major difference in the coding of group and lone person households for the 1991 Census is that all visitors are excluded, and unrelated flatmates/co-tenants usually resident but temporarily absent are included. If the coder finds that the total number of usual unrelated members is one, then a lone person household is coded; otherwise a group household is coded.

Group households are classified in the variable Household type (HTTD), and individual members are classified in Relationship in household (RLHP).

The following derived counts are available for people in group households:

Number of employed persons (CGED)
 Number of unemployed persons (CGUD)
 Number of persons not in the labour force (CGND)

According to the official census household definition in the collector's manual, in a group house where occupants share the dwelling, those occupants who usually supply their own food are counted as a separate household and issued with a separate household form. In practice, however, most households do not seek this definition from the collector and usually only complete one form.

See Family, Household.

GROUP LEADER Group leaders comprise the second level of field staff employed for the collection of census data. They are responsible for the enumeration of every dwelling within their census subdivision(s). This involves checking for non-private dwellings; recruitment and training of census collectors; distributing census material to collectors; checking collectors' work; following up refusals; and returning census materials to the Data Processing Centre (DPC).

There are approximately 3,000 group leaders for the 1991 Census.

See Census subdivision, Dwelling, Enumeration.

H

- HEAD OF FAMILY** See Family reference person.
- HOLIDAY RESORTS** In censuses prior to the ABS Review of Statistical Geography, in 1988, a collection district (CD) which contained a high proportion of holiday homes was classified as a *known holiday resort*. This classification is not used in the 1991 Census.
- For more information see the *Australian Standard Geographical Classification Manual* (1216.0) or the *1991 Census Geographic Areas* (2905.0).
- See Urban centre/locality.
- HOME OWNER/ RENTER/PURCHASER** See Nature of occupancy (NOCD).
- HOURS WORKED** These variables record the number of hours worked in the main job held by employed people aged 15 years and over during the week before census night, excluding any time off but including any overtime or extra time worked.
- The variables are:
- Hours worked (HRSP)
 - Hours worked by male (couple/sole parent) (HRMF)
 - Hours worked by female (couple/sole parent) (HRFF)
 - Hours worked by father (HRMP)*
 - Hours worked by mother (HRFP)*
- * If the person's father/mother present in the same household.
- Information on hours worked, classified by industry and occupation, allows changes in the labour force to be analysed. It also enhances the use of Journey to work study area data for transport studies.
- See Income, Industry (INDP), Journey to work, Occupation (OCCP), Working population.
- HOUSEBOAT** Occupied houseboats have been classified as occupied private dwellings since the 1986 Census, and therefore receive Household forms. Unoccupied houseboats are not counted. Houseboats are included in the category *caravan not in caravan park, houseboat etc.*, in the variable Structure of dwelling (STRD).
- See Caravan for the treatment of boats in marinas, Dwelling, Structure of dwelling (STRD).
- HOUSE/FLAT ATTACHED TO SHOP, OFFICE** See Dwelling, Structure of dwelling (STRD).
- HOUSEHOLD** A census household is a group of people who usually reside and eat together. A household is classified as a family, a group household or a lone person household, or a household containing visitors only (e.g. a holiday home), based on relationship information on residents present and temporary absentees. A household resides in a private dwelling (including caravans etc. in caravan parks).
- The relationship of visitors to one another, or to any resident (including cases where all the people enumerated are visitors) is not further classified.

Another new category for the 1991 Census is *not classifiable* Household type (HHTD).

According to the official census household definition in the collector's manual, in a group house where occupants share the dwelling, those occupants who usually supply their own food are counted as a separate household and issued with a separate household form. In practice, however, most households do not seek this definition from the collector and usually only complete one form.

Census data are stored in a hierarchy of records for each household. Each **household** may contain a number of **family** records; each of these, in turn, may contain a number of **person** records. When using household/family data it is necessary to recognise these three levels and understand the concepts at each level. It is difficult to cross-classify a variable from one level with a variable from another record in the same level, e.g. the age of one person by the age of another. Derived variables are provided at each level to provide the needed flexibility for producing matrixes.

The census counts people where they are located on census night, and this makes it very difficult to produce accurate family/household data that reflect the *usual* situation.

Family and household relationship data from censuses prior to 1986 had a number of problems, the major one being that residents temporarily absent were not considered in the classification process, but visitors were included, leading to miscoding of family and household type (e.g. coding of couple families as sole parent families because one member was away). It is important to read the Family entry in this dictionary to fully understand the household concept.

Household reference person

The family reference person of the primary family is called the Household reference person. A family reference person must be resident in the household on census night (i.e. listed in the main body of the census form, not in the part for temporary absentees). A family reference person must be over the age of 14 years. In the case where only children under 15 years of age were present in a household on census night, the household was coded to the category *not classifiable*. This is done because it is difficult to add a parentless family category throughout the family and household classifications. The number of such cases are statistically insignificant.

For group and lone person households, and households containing only visitors, a household reference person is arbitrarily assigned.

Temporary absentees

The census form seeks information about people who usually reside in a household but who are temporarily absent on census night. Coders use the following temporary absentees in determining household and family classifications:

- Spouses
- Offspring
- Co-tenants (used to more accurately classify group and lone person households).

Other temporary absentees are ignored because attempting to classify them is not cost-justified. Note that characteristics (e.g. age, income, birthplace) of temporary absentees are not available.

H

General Household Variables:

Household type (HHTD)
Household income (HIND)
Household income derivation indicator (HIDD)
Household one year mobility indicator (MV1D)
Household five year mobility indicator (MV5D)

Family Information at the household level:

The following derived variables allow limited analysis, at the household level, of family types in a multiple family household:
Family type of primary family (FTPD)
Family type of second family (FT2D)
Family type of third family (FT3D).

Other household level variables:

Relationship between families (HR2D, HR3D)
Lone ancestor indicator (LAID)

Note that for lone person households, characteristics of the lone person can be tabulated from any of the individual characteristics from the person variables. Number of visitors to household (CVHD) can be used to tabulate the number of visitors; the *visitor* category in the Relationship in household (RLHP) variable identifies individual visitors.

Group Household counts

The following derived variables are available for residents present in group households:

Number of employed persons (CGED)
Number of unemployed persons (CGUD)
Number of persons not in the labour force (CGND).

Other person counts

All household and family classifications in the 1991 Census are based on the relationships of people usually residing in the household, i.e. visitors are excluded and temporary absentees included. The following counts are provided to facilitate visitor, temporary absentee and non-family member analysis:

Number of visitors to household (CVHD)
Number of unrelated residents present (CURD)
Number of residents present on census night (CPRD)
Number of persons temporarily absent from household (CPAD)

Elderly people

Three counts of elderly residents present are provided from 1991 data:

Number of residents aged 65 & over (CE1D)
Number of residents aged 75 & over (CE2D)
Number of residents aged 85 & over (CE3D)

See Ancestor, Family, Household income (HIND), Household reference person indicator (HRPP), Household type (HHTD), Nature of Occupancy (NOCD), Relationship between families.

HOUSEHOLD FORM

The Household form is the primary means of data collection for the census and is used in all private dwellings. A copy of the form used for the 1991 Census is included at Appendix A of this publication. A Personal form records person characteristics in cases where a Household form is not appropriate. If there are more than six (6) people in a household on census night, a Personal form is completed for the seventh person, and any subsequent others.

See Appendix A, Personal form.

HOUSEHOLD HEAD

The concepts of *household head* and *family head* are not used in the 1991 Census.

Prior to the 1981 Census, the instruction on the census form was to '*Enter the household head as Person 1*', and '*Relationship to household head?*' was asked. Where the household head entered by respondents was not an appropriate person to build a family around, another person was selected by coders, giving preference to employed, middle-aged males.

In the 1981 Census the instruction was modified to '*Enter the household head or any adult household member as Person 1*', and the relationship question asked '*What is each person's relationship to Person 1?*'. Where the given Person 1 was not an appropriate person to build a family around, the same selection procedure as for previous censuses was used.

For the 1986 Census the instruction was again changed; this time to '*Enter the householder or any adult household member as Person 1 and, if present, the spouse/partner as Person 2*'. The relationship question asked '*What is each person's relationship to Person 1/Person 2?*'. Where Person 1 was not an appropriate person to build a family around, in the case of a couple (with or without children), either person had the same probability of being chosen to be the family reference person (a new term for 1986). In 1986 Census output products, couples were identified as male and female, not reference person and spouse.

In the 1991 Census, householders are instructed to complete the household form with the householder or any adult household member as Person 1, and the spouse/partner (if any, and if present) as Person 2. Family structures are identified with reference to Person 1 and/or Person 2.

The family reference person of the primary family is known as the *household reference person*. The variable Household reference person indicator (HRPP) can be used to identify this person.

See Family, Household, Household reference person indicator (HRPP).

HOUSEHOLD INCOME (HIND)

Household income (HIND) is the sum of the personal incomes of each resident present in the household. If any spouses, offspring or co-tenants are temporarily absent, or if any person has income *not stated*, HIND is still calculated and the condition indicated by the variable Household income derivation indicator (HIDD).

Household income has been traditionally calculated by summing the mid points of the range of personal incomes reported by household members. For the 1991 Census, mean incomes for each income range based on the data from the May 1988 Supplement to the Labour Force Survey, scaled up to 1991 incomes, were used to estimate the average income within each census income bracket, to improve the accuracy of the calculations.

For the first time the derivation provides income ranges above that available in the component individual incomes. The calculation assumes a value of \$106,964 (mean income as derived from data from the above mentioned survey) for any individual income of \$70,001 or more. The classification ranges from *less than \$3,001 to more than \$150,000* and *no incomes stated*.

H

In the case of a dwelling containing only visitors, because there is interest in household incomes in holiday resorts, household income is calculated using all people present. In all other cases, visitors' incomes are *excluded*.

See Household, Household income derivation indicator (HIDD), Income, Median income.

HOUSEHOLD INCOME DERIVATION INDICATOR (HIDD)

Household income is calculated by adding the individual incomes reported by all household members. If any household member is temporarily absent, or any non-dependent household member has income *not stated*, household income is calculated and this condition indicated by the variable Household income derivation indicator (HIDD).

The following conditions are identified:

- No members aged 15 years and over temporarily absent and all incomes stated.
- No members aged 15 years and over temporarily absent and one or more incomes not stated.
- One or more members aged 15 years and over temporarily absent but incomes stated for all members present.
- One or more members aged 15 years and over temporarily absent and one or more incomes of members present not stated.

Note that in 1986 Census data, the variable Annual Household Income (HIN) was not calculated if one or more incomes in a household were not stated, unless one member had an income of over \$50,000.

See Household, Household income (HIND).

HOUSEHOLD MEMBERS TEMPORARILY ABSENT

The census form seeks information about people who usually reside in a household but who were temporarily absent on census night. Coders use the following temporary absentees in determining household and family classifications:

- Spouses
- Offspring (of any age)
- Co-tenants (used to more accurately classify group and lone person households).

Other temporary absentees are ignored because attempting to classify them is not cost-justified.

The associated variables are:

Location of spouse (SPLF)
Number of dependent offspring temporarily absent (CDAF)
Number of other offspring temporarily absent (COAF)
Number of persons temporarily absent from household (CPAD)

Characteristics (e.g. age, income, birthplace) of temporary absentees are not available.

See Family, Household, Temporarily absent.

HOUSEHOLD MOBILITY

Households can move over time. The census asks for each person's place of residence one year ago and five years ago. Household mobility indicators are derived using this information. Note that visitors and households containing only visitors are excluded from this classification. The following two indicators are new for 1991 Census data:

Household one year mobility Indicator (MV1D), where:

- all residents (aged one year or more) have moved interstate during the last year; or
- some residents have moved interstate during the last year, but all residents stated their address one year ago; or
- no residents have moved interstate during the last year; or
- not stated (including households in which one or more residents did not state his/her usual residence one year ago).

Household five year mobility Indicator (MV5D), where:

- all residents (aged 5 years and over) have changed address during the last five years; or
- some residents have changed address during the last five years, but all residents stated their address (of) five years ago; or
- no residents have changed address in the last five years; or
- not stated (including households in which one or more residents did not state his/her usual residence (of) five years ago).

The data for place of usual residence are used mainly in conjunction with household mobility indicators for detailed internal migration studies. Such studies must be undertaken carefully; the points illustrated in the following cases should be noted.

Since the indicators are derived from usual residence at certain dates, only the net effects of any multiple movements between these dates can be derived. For example, in the case of a person who at 30 June 1986 had a usual place of residence in a South Australian rural area, and moved to Melbourne in 1988, but by 30 June 1990 was a usual resident of Adelaide, only the net South Australian country to city movement would be revealed.

In the case of 'out and back' movements, in which people moved away from a place of usual residence to live elsewhere, but then returned before the end of the reference period to the earlier address as a usual resident, no movement would be shown in the internal migration data.

More detailed information relating to internal mobility can be obtained by combining mobility indicators with the place of usual residence variables (i.e. State of usual residence on Census night and one and five years before; and SLA of usual residence on census night and five years before.).

See Internal migration, Usual residence.

H

HOUSEHOLD REFERENCE PERSON INDICATOR (HRPP)

This variable identifies the household reference person in a household as follows:

- For family households, the family reference person of the primary family
- For group households, the first resident found (most likely Person 1)
- For lone person households, the lone person
- For households containing only visitors, the person reported as Person 1 on the census form.

This person could be any adult in the household, is not necessarily Person 1 from the form, and may not be a wage or salary earner. Care should be taken when using this indicator. The ABS advises against attaching any statistical significance to the reference person.

See Family, Household, Household head.

HOUSEHOLD SCHEDULE

See Appendix A, Household form.

HOUSEHOLD TYPE (HHTD)

A census household is a group of people who usually reside and eat together. A household is classified as a family, group or lone person household, or a household containing visitors only (e.g. a holiday home), and occupies a private dwelling, a caravan, etc., in a caravan park, or a boat in a marina. The classification is:

- Family household:
 - One family
 - Two families
 - Three or more families
- Other household:
 - Group household
 - Lone person household
 - Visitors only
 - Not classifiable

Notes: Up to four families were coded in the 1986 census but the number of four family households was insignificant. In 1991 data only three families are coded.

The *not classifiable* category is allocated to:

- A dwelling which was temporarily unoccupied at the time of the census, but the collector ascertained that it is normally occupied (e.g. from neighbours).
- A household containing only people under 15 years of age.

Household type was a new classification in 1986 which incorporated the 1981 classification of *families in households*. It differed in that the 1981 categories *group house* and *lone person household* were not identified as such, and both would have been included as primary families. Changes to family coding, with the addition of usual residents temporarily absent, also affects comparability of this item between censuses.

H

According to the official census household definition in the collector's manual, in a group house where occupants share the dwelling, those occupants who usually supply their own food are counted as a separate household and issued with a separate household form. In practice, however, most households do not seek this definition from the collector and usually only complete one form.

See Family, Household.

HOUSING

See Dwelling, Structure of dwelling (STRD).

HOUSING LOAN REPAYMENTS (MONTHLY) (HLRD)

This variable records the housing loan repayments being paid by a household to purchase the dwelling (including caravans etc. in caravan parks) in which it was enumerated.

For the 1991 Census, the classification ranges from *less than \$201 to more than \$1,400*.

The data are important in analysis of home ownership and for providing bench-mark data for evaluating housing needs, housing finance and housing demand.

See Household type (HHTD), Nature of occupancy (NOCD), Structure of dwelling (STRD).

IMPROVISED HOME	<i>See</i> Dwelling, Structure of dwelling (STRD).
IMPUTATION	<i>See</i> Derivations and imputations.
IMPUTATION FLAG (IMPP)	<p>This variable identifies those cases where age, marital status and State of usual residence have been imputed (or derived if possible) during Input processing. It is necessary to identify cases of imputation for some statistical analyses.</p> <p><i>See</i> Derivations and imputations.</p>
INCOME (INCP)	<p>This variable records the income level of people aged 15 years and over. People are asked to state their usual gross weekly income, which is the income before tax, superannuation, health insurance, or other deductions are made.</p> <p>Gross income includes family allowance, family allowance supplement, pensions, unemployment benefits, student allowances, maintenance (child support), superannuation, wages, salary, overtime, dividends, rents received, interest received, business or farm income (less operation expenses) and workers compensation received.</p> <p>People are not asked to state their exact income, only to indicate the range into which their income falls.</p> <p>For the 1991 Census, the classification ranges from <i>less than \$58 per week (Less than \$3,001 per year)</i> to <i>more than \$1,346 per week (More than \$70,000 per year)</i>.</p> <p>This classification differs from 1986 where the classification allowed for a <i>no income</i> response and the highest income range was <i>over \$50,000 per year</i>.</p> <p>Information on income distribution is critically important in planning public and private sector services such as social welfare and, particularly at the regional level, retail distribution and other commercial services.</p> <p>A question on income was first asked in the 1933 Census in an attempt to assess the effects of the depression. It has subsequently been included in the 1976, 1981, 1986 and 1991 Censuses.</p> <p>Family income (FINF, FINP), Parental income (PINF), and Household income (HIND) are calculated from the individual incomes. These derived incomes have a higher upper limit for the 1991 Census, in response to user demand.</p> <p><i>See</i> Family income (FINF, FINP), Household income (HIND), Median income, Parental income (PINF, PINP).</p>
INDEXES	<p>Many different responses may be given to questions such as birthplace, religion, occupation, etc. Indexes are prepared which cover most common responses. For output purposes, in most cases these indexed responses are grouped into classifications which cover a number of like responses.</p>

For the 1991 Census, data are available from indexes which include more category responses than the classification. Indexes are available for language, religion, birthplace, and for occupation at a 6 digit level. Data at index level are obtained by negotiation with the Census Consultancy Service. ABS confidentiality procedures will apply to this information.

See Census Consultancy Service, Classifications, Directory of Classifications, Editing, Input processing.

INDUSTRY (INDP)

This variable describes the industries in which employed people aged 15 years and over work. Questions 36, 37 and 38 on the 1991 Census form are used to obtain information for industry coding. They record the trading name of the respondent's employer, the workplace address of the employer, and the type of industry, business or service carried out by the employer at that address.

The main index used in determining industry of employment in census processing is the Business Directory. This Directory is a listing of all known establishments in Australia involved in various economic activities carried out by companies, partnerships, sole proprietors, government departments, etc. For each establishment it contains the relevant ASIC code, public/private sector code and destination zone code. The listing is obtained from the ABS Central Register of Businesses. This register is compiled and updated by the ABS from various statistical collections and other sources.

Where the name of a business cannot be matched against the Business Directory, industry is coded according to the description of the type of industry supplied by the respondent in Question 38.

Each establishment is classified to a particular industry class according to the main activity of the establishment. An establishment can be a farm, a factory, a shop, a mine or any other place where some kind of economic activity is performed (i.e. goods produced or a service rendered).

There is not necessarily any relationship between the occupation of an individual and the industry in which he or she works; for example, a van driver for an establishment designated as in the insurance industry is employed in that industry, not in the transport industry. One establishment may employ many people in different occupations but they are all coded to the industry of the establishment.

Information on the type of industry carried out by the employer at the workplace has been gathered in each census since 1911. The name of employer and address of workplace has been collected since the 1954 Census. The inclusion of the industry topic in the census provides a source of useful information on the regional distribution and structure of Australian industry, and allows investigation of structural change in industry over time. It also provides information on the characteristics of workers by industry (such as age, qualification and occupation), which is important for workforce studies, and the identification of migrant and other groups by industry.

The 1983 edition of the Australian Standard Industrial Classification (ASIC) is used to classifying the responses given to the industry questions for the 1991 Census.

See Appendix A, Australian Standard Industrial Classification, Destination zone, Journey to work, Working population.

INDUSTRY SECTOR (GNGP)

This variable classifies employed people aged 15 years and over according to whether they are employed in the government or non-government (private) sector.

In the 1976 and 1981 Censuses, the categories *Australian government* and *State government* were further divided into *departments* and *other*. The *other* category included legislature, courts, marketing boards, statutory authorities and government owned companies. Since the 1986 Census these categories have been combined.

For the 1991 Census, industry sector has separate categories for Commonwealth, State/Territory and local government, and the private sector only.

See Industry, Australian Standard Industrial Classification, Destination zone, Journey to work, Working population.

INPUT PROCESSING

The completed census forms are delivered to the Data Processing Centre (DPC) in Sydney for processing as quickly as possible after census night. The first processing stage in the 1991 Census input processing strategy is the precapture process which undertakes to:

- Sort the forms
- Ensure that key fields have been marked by respondents
- Check on field procedures including the raising of dummy forms for prescribed non-contact or unoccupied situations; the insertion of census forms that have been mailed back into the correct collection district (CD) packs; and checking with the collector's record book count.

The census forms are then separated by guillotine and feed through one of 22 optical mark reader (OMR) machines which read and record most of the data. On the 1991 Census form, data from 33 of the 43 questions are captured directly by OMR. The data are reconstituted into **dwelling**, **family** and **person** records before transfer to the main census computer. The forms are also re-glued, for the next stage of Preliminary processing.

Preliminary processing checks the data file against the information extracted from collector's record books to ensure all records have been captured. Internal checks are made at this time as well. This ensures the male and female counts for each dwelling correspond to the counts provided by the collectors.

At this point, the age and marital status imputation program is invoked and all the data is reformatted ready for main processing, and for derivation of the preliminary unit record file (PURF). The PURF is validated and then used to produce the Estimated Resident Population (ERP), and preliminary counts of age and gender.

The main processing stage for the 1991 Census uses computer assisted coding (CAC) for those fields which are not captured by OMR, or where the respondent has failed to correctly mark a question. The CAC program selects an appropriate index; the coder selects the correct index entry using truncated keywords; and the file is automatically updated.

Quality control checks are made for coding accuracy. A large amount of the editing process is automatic, with fields being reset according to other responses on the individual census forms.

The data file from the main processing stage is reformatted into the final unit record file (FURF) and this file is extensively validated before final data are released.

All census forms are destroyed by pulping after validation of the FURF.

At the peak of processing approximately 1,200 temporary staff are employed at the DPC.

See Confidentiality, Data processing centre, Derivations and imputations, Dwellings, Editing, Estimated resident population, Final unit record file, Indexes, Optical mark recognition, Output processing, Post enumeration survey, Preliminary publications, Preliminary unit record file.

INSTITUTION

See Dwelling, Educational institution attending, type of (TYPP), Student full/part time (STUP).

INTERNAL MIGRATION

Internal migration is the movement of people from one defined area to another. Information on internal migration within Australia is available from the census.

The census asks a series of questions relating to each person's usual residence. The indicative data from these questions are recorded as the Usual residence and internal migration indicator (URIP).

Using the following usual residence variables, it is possible to identify the pattern of net movement of people between census date, and one year ago, and five years ago:

Statistical local area (SLA) of usual residence (RLCP)
SLA of usual residence five years ago (RLVP)
State of usual residence census night (RSCP)
State of usual residence one year ago (RSOP)
State of usual residence five years ago (RSVP)

State is needed because SLA codes are unique only within a State.

Data collected in the census will only reflect the latest movement in the intercensal period, even though there may have been multiple movements during this period.

Household mobility indicators are also derived using this information. Note that visitors and households containing only visitors are excluded from these variables. The following two indicators are new for 1991 Census data:

Household one year mobility indicator (MV1D)
Household five year mobility indicator (MV5D)

The data for place of usual residence are used mainly in conjunction with household mobility indicators for detailed internal migration studies.

Such studies must be undertaken carefully; the points illustrated in the following cases should be noted.

Since the indicators are derived from usual residence at certain dates, only the net effects of any multiple movements between these dates can be derived. For example; in the case of a person who at 30 June 1986 had a usual place of residence in a South Australian rural area, and moved to Melbourne in 1988, but by 30 June 1990 was a usual resident of Adelaide, only the net South Australian country to city movement would be revealed.

In the case of 'out and back' movements, in which people moved away from a place of usual residence to live elsewhere, but then returned before the end of the reference period to the earlier address as a usual resident, no movement would be shown in the internal migration data.

The ABS produces quarterly information on internal migration in the publication *Australian Demographic Statistics* (3101.0) which is derived from a combination of information that is acquired from the census, a sample survey of internal population movements and from administrative records from the Department of Social Security and the Health Insurance Commission.

See Household mobility, Usual residence, Usual residence and internal migration indicator (URIP).

INTERSTATE MIGRATION

See Internal migration.

INTRODUCED RANDOM ERROR

Many classifications used in ABS statistics have an uneven distribution of data throughout the categories of the classifications used. For example, the number of people who report themselves as Church of England or Italian born could each be quite large, while the numbers reporting Buddhist or Chilean, respectively, could be relatively small. When religious denomination is cross-classified with country of birth, the number in the matrix *cell* who report religion as Church of England and country of birth as Italy could be small, and the number of Buddhist Chileans even smaller. These small numbers increase the risk of identifying individuals in the statistics.

Even when variables are more evenly distributed in the classifications, the problem will still occur. The more detailed the classifications, and the more of them that are applied in constructing a matrix, the greater the incidence of very small cells, and the greater the chance of individuals being identified in census output.

Considerable care is taken in the specification of matrixes to minimise the risk of the identification of individuals. In addition, a technique of unbiased random adjustment of cell values has been developed which allows matrixes for which there is a strong demand to be produced, even though they contain numbers of very small cells. These adjustments are small introduced random errors. They result in cells with very small values being insufficiently exact for any identifiable data to be exposed, while the information value of the matrixes as a whole are not, for most purposes, impaired.

Because the column, row and person totals, sub-totals and overall totals in summary matrixes are derived after the random adjustment process is applied, the total will also contain random error if any of the cell components in a matrix were adjusted. Although each of the matrixes of this kind is internally consistent, comparisons between matrixes which contain similar entities may show some minor discrepancies. A balancing item is provided with each tabulation to enable users to determine the true total population of the tabulation. In a small number of cases, totals in the matrixes may be slightly greater, or less than, the sum of their components.

It will not be possible to determine which individual figures have been affected by random error adjustments, but the small variance which may be associated with derived totals can, for the most part, be ignored.

Random adjustment of the data in the more detailed matrixes is considered, at present, to be the most satisfactory technique for avoiding the release of identifiable census data. This allows the vast majority of useful data to be maintained and the data can be added together to produce unbiased totals.

Notes on usage:

No reliance should be placed on small cells. Even without random error, firm reliance should not be placed on small cells since possible respondent and processing errors have greatest relative impact on small cells.

Some small cells have been randomly altered to zero. Caution should be exercised in deducing that there are no people or households in an area having certain characteristics.

Many different classifications are used in census matrixes and the matrixes are produced for a variety of geographical areas. The effect of the introduced random error will be minimised if the statistic required is found direct from a tabulation rather than from aggregating more finely classified data. Similarly, rather than aggregating data from small areas to obtain statistics about a larger standard geographic area, published data for the larger area should be used wherever possible.

When calculating proportions, percentages or ratios from cross-classified or small area matrixes, the random error introduced can be ignored except when very small cells are involved, in which case the impact on percentages and ratios can be significant.

See Balancing item, Confidentiality, Matrixes.

ISSUE

The question 'For each female, how many babies has she ever had?', as appeared in previous censuses, was not asked in the 1991 Census.

See Family, Offspring.

ISSUE CHILD

See Dependent offspring, Offspring.

J

JOB

The Australian Standard Classification of Occupations (ASCO) defines a job as a set of tasks performed by one individual. An occupation is a set of jobs which requires the performance of a common set of tasks.

See Australian Standard Classification of Occupations, Hours worked, Income, Industry (INDP), Industry sector (GNGP), Journey to work, Labour force status, Method of travel to work (TPTP), Occupation (OCCP).

JOURNEY TO WORK

Journey to work data have been produced from Australian Censuses since 1971. Because of changes and growth in the urban areas of States and Territories, these areas may be redefined for each census. For the 1991 Census there are eleven journey to work (JTW) study areas. These are:

Sydney/Wollongong/Newcastle
Melbourne/Geelong
Latrobe Valley
Bendigo/Ballarat
Brisbane/Gold Coast/Sunshine Coast
Adelaide
Perth
Hobart
Launceston
Darwin
Canberra/Queanbeyan.

The workplace address is used to code each *employed person who is enumerated in a study area* to a work destination zone.

Tabulations using destination zone include *only* those people who were enumerated at their place of usual residence within the study areas.

Information on journey to work is obtained from responses to census questions that ask address of usual residence (Question 7); and address of workplace for main job held last week (Question 37).

These addresses enable coders to allocate destination zone codes within the JTW study areas. The collection district (CD) in which the person is enumerated is known as the origin zone.

Destination zones are designed by the local transport authorities and are not necessarily the same as CDs. However, they do aggregate to statistical local areas (SLAs).

The data collected about what kind of industry, business, or service is carried out by the employer at that address (Question 38) and what method of travel to work was used on census day (Question 39) provide variables that can be cross-classified with origin zone and destination zone for analysis of urban transport patterns. However, users should be aware of the difference in the time period covered by these questions. For example, people who were employed in the week previous to the census but who are no longer employed on census day will still appear in JTW data.

The coding of origin zones and destination zones allows two different types of matrixes to be produced:

- **Flow tables** of journey to work data contain origin and destination zones, as well as variables such as income, occupation, hours worked, method of travel to work, etc.

- **Working Population** matrixes for SLAs contain data on the characteristics of people *working* in an SLA.

Matching the employer name with the ABS Business Directory allows (in most cases) allocation of the codes for industry by Australian Standard Industry Classification (ASIC), for government/non-government sector, and for destination zone. If no match is made with the Directory, locality and street indexes are used.

Journey to work data are collected in the census because transport authorities, associated bodies, organisations and other interested people require data on urban transport patterns. The data are used for planning public transport systems, and for the development and release of residential and commercial land.

Customised matrixes of journey to work data can be obtained through the Census Consultancy Service.

Note that 5 August 1991 is an official Bank Holiday in New South Wales. Journey to work data from the 1991 Census will not be adversely effected by this, because the data relate to 6 August 1991.

See Australian Standard Geographic Classification, Australian Standard Industry Classification, Census Consultancy Service, Destination zone, Matrixes, Working population.

L

LABOUR FORCE

For 1991 Census purposes, the labour force includes people aged 15 years and over who:

- work for payment or profit, or as an unpaid helper in a family business, during the week prior to census night;
- have a job from which they were on leave or otherwise temporarily absent;
- are on strike or stood down temporarily; and
- do not have a job but is actively looking for work.

The following people are classified as being in the labour force:

- employed people (i.e. people in the first three groups above);
- unemployed (people in the last group above).

The category *not in the labour force* includes people who are retired, pensioners, and people solely engaged in home duties. See Labour force status.

LABOUR FORCE STATUS

This is a derived variable applicable to all people aged 15 years and over. It classifies people as *employed*, *unemployed*, or *not in the labour force*.

In census output, the classification *labour force status* generally includes a sub-classification of employed people into *status of worker* categories. In the outputs of some other ABS collections, *status of worker* is shown as a separate classification.

Labour force status is derived using responses to questions on full/part time job (Question 30), looking for work (Question 31), main job held last week (Question 32), and number of hours worked (Question 33). The derivation methodology takes into account the majority of consistent answers to these topics to derive the most appropriate labour force status.

Data on labour force status have been obtained from every Australian census since 1911. In censuses prior to 1986, if labour force questions were unanswered an attempt was made to derive labour force status from other questions on the census form. Where this was not possible, a response was randomly allocated. Since 1981 no random allocation was made and such cases are coded to a *not stated* category.

For the 1991 Census, labour force status is held in different ways to assist in tabulation. The variables are:

Labour force status (LFSP)
Labour force status of father (LFMP)*
Labour force status of mother (LFFP)*
Labour force status of male (couple/sole parent) (LFMF)
Labour force status of female (couple /sole parent) (LFFF)

* If the person's father/mother present in the same household.

See Derived variables, Labour force.

**LANDLORD
(LLDD)**

This variable provides information on whether an occupied private dwelling is rented, and if so, to whom the rent is paid. The landlord is classified as a State Housing Authority, other government agency or *other* (generally a private landlord). It applies to all households who are renting the dwelling (including caravans etc. in caravan parks) in which they are enumerated on census night.

The names used for State Housing Authorities vary from State to State:

Department of Housing, New South Wales

Ministry of Housing and Construction, Victoria

Department of Housing and Local Government, Queensland

South Australian Housing Trust, South Australia

Homeswest, Western Australia

Housing Tasmania, Tasmania

Department of Lands and Housing, Northern Territory

ACT Housing Trust, Australian Capital Territory.

This variable allows data to be produced for studies of the socio-economic characteristics of tenants of public authority housing, and for comparisons with tenants in privately owned accommodation to be made.

See Dwelling, Furnished/unfurnished (FUFD), Nature of occupancy (NOCD), Rent (weekly) (RNTD).

**LANGUAGE
(LANP)**

This variable identifies any languages, other than English, spoken at home. The classification contains the languages and groups of languages most likely to be used in Australia.

A question on language has been included in six censuses. The 1921 Census question sought a persons ability to read and write, and listed a choice of responses, two of which related specifically to foreign languages. The language itself was not required to be stated. In 1933 the question asked people who could not read and write in English, but were able to read and write in a foreign language, to state that language.

A question on language was not included again until 1976 when people were asked for all languages spoken. In 1981 and 1986, all people were asked if they spoke a language other than English at home and, if so, how well they spoke English. In addition to this, in 1991, they are asked to name the non-English language.

See English, proficiency in (ENGP).

**LEGAL LOCAL
GOVERNMENT
AREA**

The legal local government area (legal LGA) is a geographic area under the responsibility of an incorporated local government council. There are 832 legal LGAs in Australia which collectively cover only a part of Australia. The major areas not covered by legal LGAs are the large northern parts of South Australia, almost all of the Northern Territory and all of the Australian Capital Territory.

L

The number of legal LGAs and their boundaries can change over time. The legal LGAs applicable to the 1991 Census output are those which existed at 5 August 1990. Their creation and delimitation is the responsibility of the respective State Governments, and is governed by the provisions of State local government Acts.

The types of legal LGAs in each State are:

New South Wales:	Cities*, Municipalities and Shires
Victoria:	Cities, Rural cities, Towns, Boroughs and Shires
Queensland:	Cities, Towns and Shires
South Australia:	Cities*, Municipalities and District Councils
Western Australia:	Cities, Towns and Shires
Tasmania:	Cities* and Municipalities
Northern Territory:	Cities, Towns, Shires and Community Government Councils.

* Municipalities proclaimed as Cities.

In censuses prior to 1986, census LGAs included the legal LGAs, or parts of legal LGAs, and areas which had no legal incorporating body. These were Brisbane suburbs; unincorporated parts of the Northern Territory; and Canberra and non-urban ACT suburbs. For the 1986 and 1991 Censuses, census LGAs are known as statistical local areas (SLAs), as defined by the Australian Standard Geographical Classification (ASGC).

For more information see the *Australian Standard Geographical Classification Manual* (1216.0) or the *1991 Census Geographic Areas* (2905.0). Maps are available from Information Services.

See Australian Standard Geographical Classification, Statistical local area.

LOCALITY

See Urban centre/locality.

LOCATION OF SPOUSE/PARTNER (SPLF)

This variable is associated with family data. It indicates whether the spouse/partner of the family reference person is present in the household on census night or is listed as being usually present but temporarily absent.

See Family, Family reference person, Household, Household members temporarily absent.

LONE ANCESTOR INDICATOR (LAID)

This indicator identifies any family household which has one or more lone ancestors (i.e. parent or grandparent) present who are not visiting the household and not living with a spouse or partner.

See Ancestor for important information about the use of this variable, also Elderly people in dwellings, Relationship in household (RELP).

**LONE PERSON
HOUSEHOLD**

This a household usually occupied by one person.

See Group household for important differences in how these households are coded; *also* Household, Household type (HHTD).

LORD HOWE ISLAND

For census purposes this island is part of the Sydney Statistical Division (SD).

M

MAGNETIC TAPE

The ABS disseminates some census data on magnetic tape. Magnetic tape format allows for the manipulation of large quantities of data. Customised matrixes can be obtained on magnetic tape.

See CD-ROM, Floppy disk.

MAIN JOB HELD LAST WEEK

Data collected from Question 32 on the census form are used to determine the labour force status of people who are wage or salary earners, self-employed, or unpaid helpers.

Also collected are the number of hours worked in this job for the week before the census, excluding any time off but including any overtime or extra time worked.

A persons occupation is determined by their main job.

The address of the employer for a persons main job is used to determine the appropriate destination zone coding for journey to work study area data. Where a person had no fixed place of work, the address of the office or depot is used.

See Destination zone, Hours worked, Journey to work, Labour force status.

MAJOR STATISTICAL REGION

Major statistical regions (MSRs) divide each State into the capital city statistical division and remainder of State. They serve the same purpose as statistical regions (SRs) but at a broader level. Because of population size limitations, Tasmania, the Northern Territory, and the Australian Capital Territory each equate with one MSR.

Capital city statistical divisions as defined by the Australian Standard Geographical Classification (ASGC) are predominantly urban in character. They consists of complete legal local government areas (legal LGAs) where possible.

The original boundaries were delineated in 1966 using boundary criteria developed by Dr G.R. Linge. Population changes over successive years have resulted in reviews and amendments to the boundaries. A capital city statistical division boundary should delineate an area which is now, or is expected to be, socially and economically oriented towards the metropolitan area.

For more information refer to the *Australian Standard Geographical Classification Manual* (1216.0) or *1991 Census Geographic Areas* (2905.0). Maps are available from Information Services.

See Australian Standard Geographical Classification.

MAJOR URBAN

See Section of State.

MAPS

The ABS provides maps of statistical areas to compliment the statistics produced from the census. These areas are defined by the Australian Standard Geographical Classification (ASGC).

For the 1991 Census the following map products are available:

- **Collection district maps** - are maps showing boundaries and codes, as well as the statistical local area (SLA) boundaries, of the 1991 Census collection districts (CDs). These cover the whole of Australia and are on a topographic base. Sets of hardcopy maps are available, as well as microfiche. Information Services will provide an on-demand print service from CMAP91 (see below) for ad-hoc requests.
- **Statistical division maps** - these are a series of maps which show statistical local areas (SLA), legal local government areas (legal LGA) and statistical divisions (SD), as well as major topographic features. They are available in the publication series *Census Counts for Small Areas* (2730.0-8) or may be purchased separately from Information Services.
- **CMAP91** - provides users of 1991 Census data with the location of all 1991 Census statistical boundaries. These are displayed on electronic images of the 1991 Census field maps. The data are held in digital form on CD-ROM to allow easy access to areas of interest. CMAP91 integrates with CDATA91 and is available for a single State if required.
- **Digitised boundaries** - are data in electronic form of all the statistical boundaries, from collection districts (CDs) and statistical local areas (SLAs) to States and Territories of Australia. Commonwealth/State electorates and postcodes will be also available in digital form. To assist in identifying the location of the census boundaries, topographic features such as main roads, rivers and localities will also be captured digitally. These digital spatial data are also available in CDATA91.
- **Choropleth maps** are also available from the Census Consultancy Service. They are computer generated from the census small area data base, and use the above digitised map data. They show the distribution of person, family or dwelling characteristics within any defined census geographic area. Also known as thematic maps, they appear in publications such as the *Social Atlases*.

See Australian Standard Geographical Classification, Collection district, CMAP91, Digital spatial data, Postcode.

MARINA

See Caravans.

MARITAL STATUS (MSTP)

A question on marital status has been asked in all Australian censuses. In 1986 and 1991 this question provided responses for the categories:

- Never married
- Married
- Separated but not divorced
- Divorced
- Widowed.

M

Marital status is applicable to people aged 15 years and over. Note that the category *married* was called *now married* in censuses prior to 1986.

Marital status is an attribute of an individual and may not necessarily be consistent with the conjugal status of a couple.

See *Couple* for important information about the difference between Marital status (MSTP) and Married/de facto couple (MDCF).

MARRIAGE

Prior to the 1986 Census, a question was asked in all Australian censuses about the duration of the respondents present marriage. Year first married was asked in the 1986 Census, but not in the 1991 Census.

See Marital status (MSTP), Married/de facto couple (MDCF), Couple, and Family for information about marriage.

MARRIED/DE FACTO COUPLE (MDCF)

For the 1991 Census, the relationship question (question 5) provided Person 2 with the category *de facto partner of Person 1*. This is the primary source of data for the variable Married/de facto couple (MDCF), and usually refers to the spouse/partner in a primary family. Where possible, from reported information, MDCF is also coded for other families and for families where the spouse/partner was temporarily absent.

This variable records the relationship of each couple in three categories:

- Married couple - a response of *Husband/wife* to the relationship question, and both responding as *Married* in the marital status question
- De facto couple (spouse) - a response of *Husband/wife* to the relationship question, but one or both partners did not respond as *Married* in the marital status question
- De facto couple (partner) - a response of *De facto/partner* to the relationship question (the answers to the marital status question are not considered).

MDCF is applicable to all couples, whether a spouse was temporarily absent or not. Homosexual couples are not included in the census family analysis. Such couples are classified as non-family members or members of a group house.

MDCF is an attribute of a couple, i.e. it is a family level variable. Marital status (MSTP) is an attribute of an individual, and may not necessarily be consistent with MDCF.

See *Couple* for important information about the difference between Marital status (MSTP) and Married/de facto couple (MDCF); Primary family, Temporarily absent.

MARRIED MORE THAN ONCE

This variable is not available from the 1991 Census.

MATRIXES

For the 1991 Census, large tabulations which cross classify a number of census variables are known as matrixes. A matrix comprises a number of cells (or counts) associated with two or more variables. For example, cross-classifying the variables age (AGEP) and gender (SEXP) will provide separate counts (cells) of the number of males and females in each age group.

The variables in a matrix may not necessarily use the full classification available. Recodes are used to reduce the size of matrixes while maintaining the usefulness of the data. For example, a matrix containing:

age (100 categories) by
gender (2 categories) by
industry (597 categories) by
marital status (5 categories),

would require about 1,500 sheets of computer printout (or 6 microfiche). If age and industry are recoded to, say,

age in 10 year groups (11 categories) and
industry to subdivision level (63 categories),

then, this table would only require 13 sheets of computer printout!

Matrixes can be provided in printed format and on microfiche, floppy disk and magnetic tape. Some, however, are too large and complex to produce as printed output. Tabulation software is also available for the electronic matrixes.

The number and level of detail of variables which can be cross-classified are limited by the chosen geographic level. Simple cross-classifications maybe available for small areas such as legal local government areas (legal LGAs), while detailed cross-classification of variables with large numbers of categories, such as industry and occupation, are only available for more populous areas such as statistical regions. This is one of the measures taken to protect the confidentiality of data provided by respondents.

There are three types of matrixes available from 1991 Census data:

- **Standard National matrixes:** There are 22 of these matrixes, available for all States and for Australia. They are listed in the *1991 Census Directory of Classification (2904.0)* and are available on demand on microfiche or floppy disk/magnetic tape. They are also available for reference on microfiche in public libraries.
- **Standard State level matrixes:** State/Territory based matrixes are produced by the ABS office in each State and Territory, and are designed to meet specific State-orientated users needs. Contact ABS State offices for more information.
- **Customised matrixes:** These are matrixes tailored to specific needs, and are produced on request by the Census Consultancy Service. Details of customised matrixes available for sale are published in *Census Update (2902.0)*.

See Census Consultancy Service, Census Update, Directory of Classifications, Recode, Variables.

MEAN INCOME

See Median Income.

MEDIAN INCOME

Median income is the dollar (\$) amount which divides the income distribution of a population into two equal groups; one half of the population has incomes above the median and the other half has incomes below it.

Income is collected for individual Income (INCP), Family income (FINF, FINP), Parental income (PINF, PINP) and Household income (HIND).

M

Note that the top range in the income question is open-ended (more than \$1,346 per week). The ABS has developed a method of expanding the upper range of individual income to enable a higher income range in family, parental, and household income variables. The method uses information from the May 1988 Supplement to the Labour Force Survey scaled up to expected 1991 income levels. Information from the same survey has enabled the ABS to use a more appropriate mean than mid-point in each income range. The specific means are listed below.

Means used for weekly income in the 1991 Census (\$)

Range	Actual Midpoint	Median	Mean Income
0 - 57	29	0	8
58 - 96	77	75	75
97 - 154	125.5	129	132
155 - 230	192.5	186	187
231 - 308	269.5	260	266
309 - 385	347	345	345
386 - 481	433.5	427	428
482 - 577	529.5	517	524
578 - 673	625.5	622	624
674 - 769	721.5	721	723
770 - 961	865.5	846	845
962 - 1154	1058	1029	1037
1155 - 1346	1250.5	1244	1247
1347 +	n.a.	1740	2057

MEDIUM DENSITY HOUSING

See Structure of dwelling (STRD).

METHOD OF TRAVEL TO WORK (TPTP)

This variable records up to three methods, or means, of travel to work for each person aged 15 years and over who was employed during the week before the census. The data are used in Journey to work (JTW) study area analysis, and transport planning.

The question on method of travel (Question 39) allows for multiple answers in all categories except *walked only*, *worked at home*, and *did not go to work*; for example, a journey to work by car as the driver, by ferry and then bus, would be recorded as such, i.e. all three modes would be coded.

Statistics gathered from this question give an indication of the way people travelled to work on census day, however some problems in practical application of the statistics should be noted when they are used in conjunction with work Destination Zone (DZNP) data.

The following points should be particularly noted:

- Method of travel to work and origin zone to destination zone travel involve different time periods. Statistics on method of travel relate to 6 August 1991, while destination zone statistics relate to the main job held last week, meaning the week before the census. For example, a person who was in Sydney on 6 August 1991 and who travelled to work by train or ferry may have their usual residence and place of work in Canberra, and may have worked at that usual place of work in the week prior to the census.

- Destination zone statistics relate only to employed people usually resident in the journey to work study areas, while method of travel was sought for all employed people 15 years of age and over.
- A person who had a job last week may have been unemployed, retired, or on leave on 6 August 1991 and so be included in the method of travel category *did not go to work*. Alternatively, a person may have been unemployed last week but have a designated method of travel to work on 6 August 1991 because he or she had since become employed; such people are excluded from both the journey to work and method of travel matrixes.

See Census Consultancy Service, Destination zone, Journey to work, Matrixes, Origin zone, Working population.

METROPOLITAN

See Major statistical region.

MICROFICHE

Much data from the census are released on microfiche. The use of microfiche allows a large volume of data to be stored and accessed economically. Census microfiche are available for reference at most public libraries and all ABS offices.

MIGRANT

See Birthplace, Ethnic enumeration, Ethnicity, Language (LANP), Year of arrival in Australia (YARP).

MIGRATION

See Birthplace, Internal migration, Year of arrival in Australia (YARP).

MIGRATORY

See Off-shore and migratory collection districts.

MIX OF DEPENDENT OFFSPRING IN PRIMARY FAMILY (OTPF)

This variable classifies a primary family according to the types of offspring present.

Question 5 on the census form asks for each person's relationship to Person 1/Person 2. For offspring there are a choice of responses to enable census coders to determine the type of offspring within the primary family.

A child reported as a child of both Person 1 and Person 2 or of a lone parent is classified as a natural/adopted offspring.

Where a couple was present and a child was reported as being a child of the family reference person only, or of the spouse/partner only, the child is classified as a step-child in the primary family. Step-children in a secondary family are not separately identified.

Families based on de facto partnerships are treated in exactly the same manner as families based on married couples. Since 1986 de facto relationships have been separately classified.

The following combinations can occur:

- Natural children only
- Step children only
- Step and natural children only
- Foster children only
- Natural and foster children only
- Step and foster children only
- Natural, step and foster children.

M

Note:

Step children are only identified in primary families

Foster children can be related (e.g. niece) or unrelated, but must be usually living with the family.

The following two family variables are applicable to couple families with dependent children present:

Number of step children of female parent (CSFF)
Number of step children of male parent (CSMF).

Other counts at the family level:

Number of dependent offspring present (CDPF)
Number of dependent offspring temporarily absent (CDAF)
Number of other offspring (COPF)
Number of other offspring temporarily absent (COAF)
Number of other related individuals (CRPF).

See Family, Offspring, Offspring type.

MNEMONICS

Some of the entries in this dictionary describe variables on the census unit record file. Each variable has a four character mnemonic, e.g. HIND for Household income. These mnemonics are a convenient shorthand method of describing a census variable and would generally be used by clients when specifying customised matrixes.

There are a large number of derived variables on the unit record file and it is essential that census data users are clear about whether the variable relates to a dwelling, a family or a person. The last character of the mnemonic is therefore important; it is a *D* for dwelling, or an *F* for family, or a *P* for person.

In some cases there is more than one variable with the same first three characters. For example, FINF is the family's income, while FINP is the family income of an individual (person).

Complete classifications for census variables are not listed in this dictionary. More detailed information on census classifications is contained in the publications:

1991 Census Directory of Classifications (2904.0)

1991 Census Geographic Areas (2905.0)

Australian Standard Geographical Classification Manual (1216.0)

A Guide to Major ABS Classifications (1291.0).

The mnemonics for Birthplace of father (BPMP) and Birthplace of mother (BFPF) have been swapped for the 1991 Census. This was done to standardise all variables relating to males and females, i.e. all variables relating to females now have the letter F as the third letter in the mnemonic.

The mnemonics for the 1991 Census output are listed in alphabetical order on the following pages. The geographic mnemonics used for the specification of customised matrixes are listed after the variable listing.

List of mnemonics:

Mnemonic	Variable
ABLP	Aboriginal or Torres Strait Islander origin
AGEP	Age
AGFF	Age of female (couple/sole parent)
AGFP	Age of mother
AGMF	Age of male (couple/sole parent)
AGMP	Age of father
ALSP	Age left school
BEDD	Number of bedrooms in private dwelling
BPFP	Birthplace of mother
BPMP	Birthplace of father
BPLP	Birthplace
CABD	Count of Aboriginals/Torres Strait Islanders
CDAF	Number of dependent offspring temporarily absent
CDPF	Number of dependent offspring present
CE1D	Number of residents aged 65 & over
CE2D	Number of residents aged 75 & over
CE3D	Number of residents aged 85 & over
CGED	Number of employed persons in group households
CGND	Number of persons not in the labour force in group households
CGUD	Number of persons unemployed in group households
COAF	Number of other offspring temporarily absent
COHP	Total resident offspring in household
COPF	Number of other offspring
CPAD	Number of persons temporarily absent from household
CPRD	Number of residents
CRPF	Number of other related individuals
CSFF	Number of step children of female parent
CSMF	Number of step children of male parent
CURD	Number of unrelated residents
CVHD	Number of visitors to household
DWTD	Dwelling type
DZNP	Work destination zone
ENGP	Proficiency in English
FIDF	Family income derivation indicator
FINF	Family income
FINP	Family income
FMTF	Family type
FMTD	Family type
FNOF	Family number
FRLF	Relationship of second and third family to primary family
FTPD	Family type of primary family
FT2D	Family type of second family
FT3D	Family type of third family
FUFD	Furnished/unfurnished
GNGP	Industry sector
HHTD	Household type
HIDD	Household income derivation indicator
HIND	Household income
HLRD	Housing loan repayments (monthly)
HR2D	Relationship between second and primary families
HR3D	Relationship between third and primary families

M

HRFF	Hours worked by female (couple/sole parent)
HRFP	Hours worked by mother
HRMF	Hours worked by male (couple/sole parent)
HRMP	Hours worked by father
HRPP	Household reference person indicator
HRSP	Hours worked
IMPP	Imputation flag
INCP	Income
INDP	Industry
LAID	Lone ancestor indicator
LANP	Language
LFFF	Labour force status of female (couple/sole parent)
LFFP	Labour force status of mother
LFMF	Labour force status of male (couple/sole parent)
LFMP	Labour force status of father
LFSP	Labour force status
LLDD	Landlord
MDCF	Married/de facto couple
MSTP	Marital status
MV1D	Household one year mobility indicator
MV5D	Household five year mobility indicator
NATP	Australian citizenship
NOCD	Nature of occupancy
NPDD	Type of non-private dwelling
OAGF	Offspring age groups
OAGP	Offspring age groups
OAYF	Age of youngest offspring
OCCP	Occupation
OPIP	Offspring position indicator
OTPF	Mix of dependant offspring in primary family
OTPP	Offspring type
PCDD	Postcode of dwelling
PCDP	Postcode of usual residence
PIDF	Parental income derivation indicator
PINF	Parental income
PINP	Parental income
QALP	Qualification (highest) field
QLFF	Qualifications of female (couple/sole parent)
QLLP	Qualification (highest) level
QLMF	Qualifications of male (couple/sole parent)
QLYP	Qualification, year obtained
RELP	Religion
RLCP	SLA of usual residence
RLHP	Relationship in household
RLNP	Relationship in non private dwelling
RLVP	SLA of usual residence 5 years ago
RNTD	Rent (weekly)
RSCP	State of usual residence census night
RSOP	State of usual residence one year ago
RSVP	State of usual residence five years ago
SEXP	Gender
SPLF	Location of spouse
STRD	Structure of dwelling
STUP	Full/part time student
TPTP	Method of travel to work
TYPP	Type of educational institution attending
URIP	Usual residence and internal migration indicator
VEHD	Number of motor vehicles
YARP	Year of arrival in Australia

Geographic mnemonics:

Note: The following geographic mnemonics are used in ABS census data to allow direct coding to the final unit record file (FURF). Because of this requirement, these mnemonics are not the same as the Australian Standard Geographical Classification (ASGC).

STE	State
STD	Statistical division
SSD	Statistical subdivision
SLA	Statistical local area
SRG	Statistical region
UCL	Urban centre/locality
SDI	Statistical district
LGA	Local government area
DVN	Census division
SDV	Census subdivision
CLD	Collection district
CDN	CD serial number
CED	Commonwealth electoral division
GRSED	State electoral division
SOS	Section of State
SSC	State-suburb code
JTW	Journey to work study area

See separate entries for all the variables; *also* Australian Standard Geographical Classification, Final unit record file, Variables.

MOTHER

See Parent.

**MOTOR VEHICLES,
NUMBER OF
(VEHD)**

This variable records the number of registered motor vehicles which are owned or used by members of a household and which were garaged or parked near the occupied private dwelling (including caravans etc. in caravan parks) on census night.

This classification includes company owned vehicles kept at home, but excludes motor bikes, scooters and tractors.

The data are used to help determine transport policies and priorities, e.g. car parking requirements, traffic planning, traffic management and public transport provision. VEHD is also in demand for analysing and predicting car ownership patterns; indicating the availability of sources of transport other than public transport; providing a socio-economic profile of the population as well as the mobility of segments of the population; and in conjunction with journey to work study area data.

See Dwelling, Household, Journey to work, Method of travel to work (TPTP).

M

MULTIPLE FAMILY HOUSEHOLDS

In 1991 Census data, up to three families can be coded in one household: the *primary* family (usually the first listed on the census form, or the one with dependent children); and up to two others, called collectively *other* families, and individually *second* and *third* families.

If more than three families are found in a household, three families will be separately classified and the other(s) will be disbanded and classified as either related family members or non-family members as appropriate.

Relevant variables are Family type of primary, second or third family (FMTF, FT2D, FT3D), Family number (FNOF) and Relationship between families (FRLF, HR2D, HR3D).

See Family, Households.

MUNICIPALITIES

See Legal local government area.

NAME

The surname and given name of each person in the household on the night of 6 August 1991 is required to be entered on the census form. However, the ABS is obligated to protect the confidentiality of the information it receives from individuals and organisations and when the data from each census form is transferred onto computer files, names and addresses are not included. Only the code for the Collection district (CD) in which the address lies is recorded.

After processing is completed, all census forms and record books are destroyed by pulping and no record of names and addresses are retained.

The names of all people are requested for the following reasons:

- They are an aid to the person(s) completing the form in that relevant information can be matched to the names on the form.
- They help the census collector or group leader check for any omissions from the census form in cases when a household has to be contacted a second time.
- It is essential to identify those people selected for the Post Enumeration Survey - the name is a convenient way of ensuring this.
- They are often an aid in family and place of usual residence coding.
- An anonymous census would obtain a lower response rate and less accurate data.

See Confidentiality, Post Enumeration Survey.

**NAME
OF EMPLOYER**

For each employed person, the trading name and address of workplace of employer are requested on the census form. Using the ABS register of employers, if the industry of the employer at that location has already been determined by the ABS and is listed, the industry code allocated at the census could be made consistent with the coding in other ABS collections.

This method of coding is more accurate than relying on respondent reporting of industry. The responses are also used for Destination zone coding in journey to work study areas.

As part of the ABS's obligation to maintain the confidentiality of data provided by respondents, the name and address of the employer is not transfer onto the Final unit record file (FURF).

See Confidentiality, Final unit record file, Industry (INDP), Journey to work, Name, Occupation (OCCP).

NATIONALITY

See Citizenship.

**NATURE OF
OCCUPANCY
(NOCD)**

This derived variable indicates whether households are renting, purchasing, or owned the dwelling in which they were enumerated on census night. It applies to private dwellings, including occupied caravans etc. in caravan parks, but not to non-private dwellings. In the 1986 Census, caravans etc. in caravan parks were excluded from nature of occupancy coding.

N

NOCD is derived in processing using a derivation table. The derivation table is based on responses to questions on Housing loan repayments (HLRD), Rent (RNTD), Landlord (LLDD), rent amount, and if the dwelling is Furnished/unfurnished (FUF). The answers to these questions allow for the derivation of a unique NOCD code indicating whether households are renting or purchasing; or whether the dwelling is owned.

When using these data it should be noted that answers that indicate the dwelling is owned or being purchased will override any responses to rental questions. Copies of the decision table used to determine the NOCD codes are available from the ABS.

Census to census comparison of the data recorded by this variable provides an indicator of change in owner-occupancy rates (both owner and purchaser). The information can be useful for determining housing priorities and policies at national, state and regional level.

See Caravans for important information about caravans which are owned or being purchased but which are also renting a site; Derived variables.

N.E.C. (Not Elsewhere Classified)

The basic principle underlying a classification is that it is exhaustive, i.e. it should be able to accommodate the full range of possible responses to a question. In a classification which does not contain a category for allocation of each response, there must be at least one category for any residual. This category is generally labelled N.E.C., or *Other*.

For example, codes 100 to 196 of the industry classification relate to agricultural, forestry, fishing and hunting industries. Code 196 is the category *Agriculture N.E.C.* and relates to agricultural, forestry, fishing and hunting industries not classifiable into codes 100 to 195.

N.E.C., *N.E.I.* (Not Elsewhere Included) and *Other* have similar meanings and are used interchangeably.

N.E.I. (Not Elsewhere Included)

When designing matrixes, recodes of classifications are often needed. In some cases statistically significant individual categories are separately tabulated and the remainder grouped together and called N.E.I.

For example, a tabulation showing birthplace of Asian born people could appear like this:

Asia	
	India
	Iran
	Korea
	Pakistan
	Asia N.E.I. where Asia N.E.I. contains the data for the Asian countries not separately listed.

N.E.C. (Not Elsewhere Classified), *N.E.I.* and *Other* have similar meanings and are used interchangeably.

NON-ASGC AREAS

Census data are disseminated for the non-ASGC spatial areas of postcode, and Commonwealth and State electoral divisions; also for user-defined areas.

See Australian Standard Geographical Classification, Electoral division, Postcode.

**NON-CONTACT/
NON-RESPONSE
HOUSEHOLDS**

See Derivations and imputations.

**NON-FAMILY
MEMBER**

Non-family members who usually resided in the private dwelling are coded to either *boarder/lodger* or *other unrelated person* in the variable Relationship in household (RLHP).

Relationship of visitors, including whole visiting families, is not coded for the 1991 Census. However, the Number of visitors to household (CVHD) is available, and the Number of unrelated residents (CURD).

See Dwelling, Household, Relationship in household (RLHP), Visitors.

**NON-LABOUR
FORCE
OCCUPATIONS**

In 1991 Census coding, non-labour force occupations such as housewives, students and pensioners, where the respondent has claimed to be in the labour force, the labour force status will be reset to *not in the labour force*. Related variables such as occupation will be set to *not applicable*.

See Labour force, Labour force status.

**NON-PRIVATE
DWELLING,
TYPE OF
(NPDD)**

Not all people are at home or in private dwellings or caravan parks on census night. Some are in hospitals or residential colleges; others are classified as *Campers out*. This variable identifies the type of non-private dwelling in which people were enumerated on census night.

See Campers out, Dwelling.

NORFOLK ISLAND

This island is outside the scope of the census.

**NOT IN THE
LABOUR FORCE**

See Labour force, Labour force status.

NUMBER OF...

See Counts.

O

OCCUPATION (OCCP)

Occupation is collected in the census for all employed people aged 15 years and over. Two questions are used in the 1991 Census, one asking for occupation title (in main job) to be stated, the other asking for the main tasks and duties performed in that occupation. This gives coders a better chance of correctly coding an occupation than by coding responses from one question only.

Occupation coding for the 1991 Census is classified in accordance with the 1986 edition of the Australian Standard Classification of Occupations (ASCO), and is coded to the occupation level. In ASCO, a job is a set of tasks performed by one individual, and an occupation is defined as a set of jobs which require the performance of some or all of a common set of tasks.

Occupation data are essential for labour market analysis and policy formation. Changes in the occupational composition of the labour force are important for planning at the industry and geographic area levels. The data are used in analyses of education and training needs, and as indicators for industry assistance programs. Small area data on occupation are important in regional planning, in examining the occupational mobility of ethnic and other minority groups and in measuring socio-economic status variability between regions.

See Australian Standard Classification of Occupations, Labour force.

OCCUPATIONAL STATUS

See Labour force status.

OCCUPIED PRIVATE DWELLING

See Dwelling.

OFF-SHORE AND MIGRATORY COLLECTION DISTRICTS

Each State/Territory, excluding ACT, has one Off-shore and one Migratory CD. Off-shore and migratory CDs are classified in the variable Dwelling type (DWTD).

People enumerated on census night on board vessels, in and between Australian ports, or on board long distance trains, buses or aircraft are classified as *migratory* and are grouped together in one dwelling record for the migratory CD for the State/Territory they travelling in.

People in Antarctica on census night are included in the census and are coded to the migratory CD for Tasmania.

People who are enumerated on off-shore oil rigs, drilling platforms etc., are classified as *off-shore* and are grouped together in one Off-shore CD for each State/Territory. Each oil rig etc. has a separate dwelling record.

For more information refer to the *Australian Standard Geographical Classification Manual (1216.0)* or *1991 Census Geographic Areas (2905.0)*.

See Campers-out, Dwelling.



OFFSPRING

For the 1991 Census, there are two types of family offspring:

- *dependant offspring*; and
- *other offspring*. These are adult offspring who have no partner or offspring of their own usually residing in the household (if an offspring does have a partner or offspring of his/her own usually residing, then another family is coded in the household).

The 1991 Census Family type variable (FMTF, FMTP) classification separately classifies these older offspring. In previous censuses they were coded as other related adults.

At the **family** level the following variables are relevant:

- Age of youngest offspring (OAYF)
- Mix of dependent offspring in primary family (OTPF)
- Number of dependent offspring present (CDPF)
- Number of dependent offspring temporarily absent (CDAF)
- Number of other offspring (COPF)
- Number of other offspring temporarily absent (COAF)
- Number of related individuals (CRPF)
- Number of step children of female parent (CSFF)
- Number of step children of male parent (CSMF)
- Offspring age groups (OAGF)

At the **person** level the variables are:

- Offspring age groups (OAGP)
- Offspring position indicator (OPIP)
- Offspring type (OTPP).
- Total resident offspring in the household (COHP)

Characteristics of offspring or parents who were temporarily absent on census night are not available.

See Adult, Dependant offspring, Family, Family type (FMTF, FMTP).

OFFSPRING AGE GROUPS (OAGF,OAGP)

These variables indicate the mix of offspring in different age groups present in the family household on census night. The categories are:

- 0-4 year olds
- 5-12 year olds
- 13-14 year olds
- 15-24 year olds
- and all combinations of the above.

See Offspring.

OFFSPRING POSITION INDICATOR (OPIP)

This variable indicates whether a particular offspring is the youngest or oldest in the family. The categories are:

- Youngest offspring present
- Oldest offspring present
- Only one offspring present
- Other offspring (present).

In cases where two or more offspring are the youngest or oldest, the first found will be nominated.

See Offspring.

O

OFFSPRING TYPE (OTPP)

This classification is applicable to all dependent offspring present in the household on census night.

Step children can be identified using OTPP. Offspring are further classified only in primary families. The variable is applicable to one and two parent families. Cross classification with the Family type (FMTF or FMTP) variables will allow analysis of different family types.

Note that the categories *step child* and *foster child* are not necessarily pure counts because a parent may describe such a child as child of Person1/2; in this case the child would be classified as a *natural child*.

The following categories apply:

- Natural/adopted child of both parents or sole parent
- Step child of male parent
- Step child of female parent
- Dependent foster child
- Child in a secondary family.

See Family, Household, Offspring.

ONE PERSON HOUSEHOLD

See Household type (HHTD), Lone person household, Relationship in household (RLHP).

OPTICAL MARK RECOGNITION

Many (33) of the questions on the 1991 Census form are read by optical mark recognition (OMR) machines and the data transferred to computer disk to create the preliminary unit record file (PURF). OMR eliminates much of the keyboard data entry phase of input processing and many of the transcription tasks. The number of errors that occur during data capture is reduced.

The coding of questions requiring a written response such as a person's occupation is done using computer assisted coding (CAC) during main processing.

See Computer assisted coding, Data Processing Centre, Input processing, Preliminary unit record file

OPTIONAL QUESTIONS

The only optional question in the census asks "What is each person's religious denomination?". This question has never been compulsory.

ORIGIN ZONE

Origin zones are collection districts (CDs) of enumeration or aggregations thereof. They are called origin zones when used in journey to work (JTW) analysis.

A destination zone is coded for each employed person aged 15 years or over who lived within a JTW study area and who was enumerated at his/her usual place of residence on census night.

A person working outside the study area in which he/she was enumerated are coded to the special category *worked outside study area*.

See Destination zone, Journey to work, Working population.

- OTHER URBAN** *See* Section of State.
- OUTPUT PROCESSING** Data items from the unit record files undergo sorting, summing, validation and cross-tabulation processes to produce statistics for output.
- Output processing for preliminary publications begins as soon as the preliminary unit record file (PURF) for each State and Territory is available. Final census data are held the final unit record file (FURF) for each State and Territory.
- See* Final unit record file.
- OVERSEAS BORN** *See* Ancestry, Birthplace, Citizenship, Year of arrival in Australia (YARP).
- OVERSEAS VISITORS** *See* Visitors to Australia.

P

PARENT

The following variables containing information about parents are available from the 1991 Census:

Age of father (AGMP)
Age of female (couple/sole parent) (AGFF)
Age of male (couple/sole parent) (AGMF)
Age of mother (AGFP)

Birthplace of father (BPMP)
Birthplace of mother (BPFP)

Hours worked by father (HRMP)
Hours worked by female (couple/sole parent) (HRFF)
Hours worked by male (couple/sole parent) (HRMF)
Hours worked by mother (HRFP)

Labour force status of father (LFMP)
Labour force status of female (couple/sole parent) (LFFF)
Labour force status of male (couple/sole parent) (LFMF)
Labour force status of mother (LFFP)

Number of step children of female parent (CSFF)
Number of step children of male parent (CSMF)

Parental income (PINF)
Parental income (PINP)
Parental income derivation indicator (PIDF)

Qualification (highest) level (QLLP)
Qualifications of female (couple/sole parent) (QLFF)
Qualifications of male (couple/sole parent) (QLMF)

See Couple, Dependent offspring, Family.

PARENTAL INCOME (PINF,PINP)

Parental income is a new variable for the 1991 Census. It compares most closely with Family income variable of the 1986 Census. Only the incomes of the parent(s) are included and it relates only to families; households which have only visitors are excluded, along with group households and lone person households.

Parental income is calculated by adding the individual incomes reported by both parents. If either parent is temporarily absent, or if income is *not stated*, PINF is calculated and the condition indicated in the variable Parental income derivation indicator (PIDF).

As in Household income (HIND) and Family income (FINF, FINP), the derivation will provide income ranges above that available in the component individual incomes. The calculation assumes a value of \$106,964 for any individual income of \$70,001 or more. The classification ranges from less than \$3,001 to more than \$150,000 and includes *no incomes stated*.

Note that the category *no incomes stated* comprises cases where the incomes of both parents present are not stated.

See Income, Median income, Parental income derivation indicator (PIDF).

PARENTAL INCOME DERIVATION INDICATOR (PIDF)

Parental income is calculated by adding the individual incomes as reported by both parents. If either parent is temporarily absent, or has income *no stated*, parental income is still calculated and the condition indicated by the variable Parental income derivation indicator (PIDF).

The following conditions are identified:

- Both parents present and both incomes stated
- Both parents present but one income not stated
- Sole parent, income stated
- Sole parent, income not stated
- Spouse temporarily absent but income stated for parent present
- Spouse temporarily absent but income of parent present not stated.

See Income, Parental income (PINF, PINP).

PART TIME

For census purposes, people who worked 0 to 34 hours in their main job in the week before the census are coded as *part time* workers.

This is not identical to the Labour Force Survey definition. A comparison of the proportion in the workforce employed on a full time basis in Victoria was calculated from the 1986 Census with the corresponding proportion derived from the July 1986 Labour Force Survey. This showed a difference of only 2 percentage points. This is a very small *error* given the potential usefulness of the data.

See Full time, Hours worked, Student, full/part time (STUP).

PENSIONS/ BENEFITS

The calculation of gross income includes any pensions or benefits received.

See Income.

PERIOD OF RESIDENCE

See Year of arrival in Australia (YARP).

PERSONAL FORM

The census Personal form records details for one person only. It contains the same questions as the Household form (Appendix A), up to Question 39.

The Personal form is used:

- For households with more than six people: the Household form accommodates six people, so one Personal form is required to be completed for each extra person. In some cases however, a second Household form is given.
- For privacy: if any person in a household preferred, for privacy reasons, not to be recorded on the household's form, then a Personal form and a privacy envelope are issued for that person.
- In non-private dwellings: one Personal form is completed for each person in a non-private dwelling on census night.

P

Since the 1986 Census, occupied caravans have been enumerated as separate dwellings, so occupied caravans now use Household forms. In censuses prior to 1986, all people in caravan parks were given Personal forms.

See Caravans, Dwelling, Household form.

PILOT TEST

See Testing.

PLACE OF BIRTH

See Birthplace.

PLACE OF ENUMERATION

This is where a person is situated when counted on census night.

See Census counts, Census count - place of enumeration.

PLACE OF USUAL RESIDENCE

This is where a person usually resides, which may be different to where the person was counted on census night.

See Census counts, Census count - place of usual residence.

PLACE OF WORK

See Address, Destination zone.

POSTCODE

In previous censuses, the postcodes used with census data were always formed by aggregating whole collection districts (CDs). In some cases this was inaccurate because the postcode boundary did not follow the CD boundary exactly, i.e. the postcode was an attribute of a CD.

For the 1991 Census postcodes are available on two bases.

Postcode of dwelling (PCDD)

This is an attribute of a dwelling, and is assigned where a CD lies wholly within a distinct postcode area. Each dwelling in the CD is assigned the same postcode, e.g. each dwelling in a CD lying wholly within the Sydney suburb of Bankstown would receive the postcode 2200 (the postcode number for Bankstown). This allows for the aggregation of individual CDs into areas approximating postcode areas.

Many CDs cross postcode boundaries. Where this occurs, postcodes for these areas are assigned to each dwelling according to the postcode number provided by the respondent on the census household form.

Standard census counts using the above dwelling postcodes are available on the basis of place of enumeration only.

Postcode of usual residence (PCDP)

In addition to postcode of enumeration, postcode of usual residence of each person is also available. This is captured as specified above for people who were enumerated at their place of usual residence. For others, the postcode is captured from the response to Question 7.

Maps of postcodes are expected to be available from the ABS in printed and electronic form. Postcode boundaries will be available on CMAP91 and CDATE91.

See Census counts, Collection district.

POST ENUMERATION SURVEY

Since the 1966 Census, each census has been followed by a Post Enumeration Survey (PES), conducted by specially trained interviewers. Each State and Territory is included, and a sample of two-thirds of one per cent of private dwellings is chosen for the survey.

The main purpose of the PES is to measure the extent of undercount in the census. This is achieved by asking respondents if they were included on a census form for the household being interviewed, and if there were any other addresses where they may have been included in the census. At each of these other addresses supplied by respondents, the personal information was matched to any corresponding census forms for these addresses to determine whether a person was counted, was counted more than once, or not counted at all.

Results obtained in the PES are used to adjust census counts in the calculation of all Estimated resident population (ERP) figures for Australia, as well as providing an assessment of the coverage of the census by field operations including the extent of dwellings which are missed by census collectors.

See Estimated Resident Population, Undercounting and/or underenumeration

PRELIMINARY PUBLICATIONS

Preliminary data will be released from the 1991 Census in the form of counts of people by sex, and resident or visitor status, for statistical local areas (SLAs). Data for each State and Territory will be released as it becomes available after preliminary processing, in the publication series *First Counts for Statistical Local Areas* (2701.1-8). *First Counts: National Summary - States, Territories and Australia* (2702.0) will be released when all States and Territories are available, preceding final data.

Refer to the *1991 Census Product Directory* (2906.0) and the quarterly newsletter *Census Update* (2902.0) for more information on census publications.

PRELIMINARY UNIT RECORD FILE

The preliminary unit record file (PURF) holds the unedited dwelling and person data obtained from the optical mark recognition (OMR) phase of input processing. These are data items such as gender, age, marital status, etc. Questions which required written answers, for example, occupation (Question 34) are not captured by OMR and so are not available from the PURF. The 1991 Census preliminary publications were produced from the PURF.

See Input processing, Preliminary publications.

PRIMARY FAMILY

A household can contain one or more families. In a multiple family household, one family is called the primary family.

Where there was more than one family in a household on census night, the family with dependent children is designated as the primary family. If there was more than one family, or no children were present in the household, then the primary family is arbitrarily chosen.

See Family, Household, Household members temporarily absent, Offspring, Relationship in household (RLHP).

P

PRIVACY ENVELOPE

There were two types of privacy envelopes used in the census. The gold privacy envelopes are for use by householders who do not want the census collector to see their completed form. The white privacy envelopes are issued on request with Personal forms to people who do not want their completed form to be seen by other members of the household. They are also supplied with all forms for non-private dwellings.

PRIVATE DWELLING See Dwellings.

PROCESSING See Input processing, Output processing.

PROCESSING ERROR Processing errors can occur in the coding of census responses and in data entry.

Coding errors can result from inadequate or incomplete responses, misreading or misinterpretation of responses, failure to observe coding instructions, or from faulty transcription from coding reference material (indexes, maps, etc).

Sample checking is carried out throughout the computer assisted coding (CAC), the relative size of the sample checked being determined by feedback from an independent data quality monitoring system. Results of the quality control monitoring are used to identify the need for supplementary training of coders or for changes to coding instructions.

In 1991, written responses are coded with CAC programs. Also, optical mark recognition (OMR) readers are used to enter the data for many of the questions. This is expected to substantially reduce processing errors and increase the consistency of coding.

Further major processes of error detection and correction take place after the data are entered into the computer. The numbers of males and females recorded on the cover of each census household or non-private dwelling form are checked against the numbers entered on the computer record; the total number of people for a collection district (CD) is checked against the number recorded at the very beginning of processing, many weeks beforehand. These checks are aimed at ensuring that no records are missed or entered twice.

The final process is the computer editing of the data, to compare for each person one response with another response to detect apparent inconsistencies, such as when a person recorded as having an occupation is also recorded as *not in the labour force*, or a person recorded as aged 10 years is also shown as having a formal qualification. Some of these apparent errors arise from miscoding or misreading, but others are due to respondent error. All relevant information on the census form is then used in the resolution of the errors, which in some cases has to be based on a subjective assessment of probabilities.

See Computer assisted coding, Data quality, Editing, Indexes, Optical mark recognition.

PRODUCT DIRECTORY

See Census Product Directory.

**PROFICIENCY
IN ENGLISH**

See English, proficiency in.

PUBLICATIONS

The ABS will release a range of printed publications of 1991 Census data. These include preliminary publications of counts of people and dwellings for statistical local areas (SLAs), final counts, and matrixes of cross-classified characteristics for small areas.

Details of all publications and products are listed in the *1991 Census Product Directory* (2906.0). The quarterly newsletter *Census Update* (2902.0) publishes details of census publications and matrixes as they become available.

See Census Product Directory, Census Update, Preliminary publications.

In censuses prior to 1991, one variable (QAL) classified both level of educational attainment and field of study for each person aged 15 years and over. For the 1991 Census, two variables are coded.

Qualification level (QLLP)

This variable records the highest level of qualification obtained by a person since leaving school. The levels of attainment categories have been redefined for the 1991 Census because of changes and upgradings in courses at tertiary institutions, particularly TAFEs. The levels of attainment previously called Diploma, Certificate-Trade and Certificate-Other are no longer relevant and have been replaced by Associate diploma, Skilled Vocational and Basic Vocational.

Qualification field (QALP)

This variable records the field of study of the highest qualification obtained. The field of study classification has been revised for the 1991 Census, on the basis of comments from users of the data and after analysis of the feasibility of fields of study at all levels. The full 1991 classification is contained in *1991 Census Directory of Classifications* (2904.0). It will be necessary to compare the 1986 and 1991 classifications before undertaking any time series analysis.

The full classification for levels of attainment and fields of study, together with an explanation of the conceptual basis of the classification, can be found in the ABS publication *Classification of Qualifications* (1262.0).

The responses on name of awarding institution are used only to assist coding.

The main reference for the coding of qualifications is the ABS *Classification of Qualifications - Manual Coding System* (1265.0). The Index contains the names of all known qualifications currently obtainable in Australia at the time of the census; past qualifications no longer awarded but still reported; and a list of the more commonly encountered overseas qualifications. A number of commonly reported awards not suitable for inclusion in this classification are listed in the Index and were allocated, for census purposes, to the *no qualifications* category.

As part of the 1991 Census expanded **Family** classification, two additional variables are derived for qualifications. They are:

Qualification of female of couple or sole parent (QLFF) and
Qualification of male of couple or sole parent (QLMF).

The levels recorded for these new variables are the same as those in Qualification level (QLLP). Note that the above two variables are not applicable if the spouse is temporarily absent.

Qualification, year obtained (QLYP) records the year in which a persons highest qualification since leaving school was obtained. The range is from prior to 1971 to 1990 - 1991.

QLYP is cross-edited with qualifications and age to ensure that it is only applied to people who report a qualification, and that people are not shown as having obtained a qualification before they were 15 years of age.

A question in which respondents report their highest level of educational achievement has been included in all censuses since the 1911 Census. In the 1966 Census, respondents were asked to provide details of the qualification title and the institution at which it was obtained. In all censuses since 1966, people aged 15 or over

Q

have been asked whether they had obtained a qualification and, if so, the qualification name, field of study and name of awarding institution. The 1971 Census also asked whether the person was currently studying for a qualification and, if so, its name.

Qualifications data are used to assess the skill level of the labour force, and potential labour force, and are valuable for the planning and implementation of labour force training programs. The Department of Employment, Education and Training uses the data to prepare the Occupational Demand Schedule for use by the Department of Immigration, Local Government and Ethnic Affairs in recruiting skilled migrants.

See Couple, Educational institution attending, type of (TYPP), Student, full/part time (STUP).

QUALITY CONTROL

Quality control procedures have been put in place to ensure high quality data are produced from the 1991 Census. These procedures cover all aspects of the census, from data collection, through to processing and dissemination.

See Input processing.

R

- RACIAL ORIGIN** See Aboriginal or Torres Strait Islander origin (ABLP).
- RANDOM ADJUSTMENT** See Introduced Random Error.
- REASON DWELLING UNOCCUPIED** This variable is not available from the 1991 Census. For information on the evaluation of topics for the 1991 Census, see the information paper *Contents and Procedures* (2908.0, previously 2613.0).
- RECODE** **Recoding is the process of aggregating classifications into groups; the groups may contain the full basic classification, or only part of it. Each of the census data variables disseminated has a basic classification. Output may be produced using this basic classification level, or using recodes.**
- Matrixes can be customised to individual requirements using recodes. For example, if data are required for school children only, a suitable recode for the variable for age (AGEP) may show the age groups 5-8; 9-12; 13-15; and 16-18, reducing the matrix to a more manageable size.
- Recoding may also be necessary to meet the confidentiality requirements of the ABS, to prevent the identification of individual persons or organisations. For example, a matrix showing the full classification of occupation cross-classified with the full classification of birthplace at statistical local area (SLA) geographic level, would contain many cells with counts of 1 or 2. In such cases some reduction in classificatory detail, or of geographic detail, would be necessary so that the matrix would be less affected by introduced random error or other measures used to de-confidentialise the data. For example, birthplace may be recoded into 12 groups and occupation into 50 groups.
- Many recodes have already been designed and incorporated as standards, based on demand for previous censuses. Users are advised to select the most suitable of these for their purposes if possible. The design and implementation of non-standard recodes for individual requirements is done by the Census Consultancy Service.
- See Census Consultancy Service, *Classifications, Confidentiality, Directory of Classifications, Introduced Random Error, Matrixes, Mnemonics, Variables*.
- REFERENCE PERSON** See Family, Family reference person, Household, Household head, Household reference person indicator (HRPP).
- RELATED ADULTS** Related adults, such as individual brothers, sisters, aunts, uncles, may be present in the household. If a household comprises only two or more related adults, then they are classified as a family (for example two brothers, or a female living with her grandchild).
- Individual adults who are related to a family are classified as related family members and associated with the primary family.

Other variables that identify related individuals and adults are:

Family type (FMTF)
 Family type of primary family (FTPD)
 Lone ancestor indicator (LAID).
 Number of related individuals (CRPF)
 Relationship in household (RLHP)

See Family, Household.

RELATIONS

For the 1986 and 1991 Censuses, family relations include mothers, fathers, brothers, sisters, cousins, nephews, nieces, aunts, uncles and grandparents and other relations of the family reference person or married/de facto spouse. In censuses prior to 1986, cousins, nephews, nieces, aunts and uncles were not treated as being related to Person 1.

See Family, Family reference person, Relationship in household (RLHP).

RELATIONSHIP

Question 5 on the 1991 Census Household form asks for each person's relationship to Person 1/Person 2. The categories provided allow for husband or wife, de facto partner, child, stepchild, brother or sister, unrelated flatmate or co-tenant, or other relationship as specified. Children can be children of Person 1 or Person 2 only, or of both Person 1 and Person 2.

See Family, Family reference person, Household, Household head, Household reference person indicator (HRPP), Relationship in household (RLHP).

RELATIONSHIP BETWEEN FAMILIES

There are three new variables for the 1991 Census which provide information on the relationship between families in a multiple family household.

Relationship between second and primary families (HR2D)

This **dwelling** level variable classifies the relationship between the primary family and the second family coded in the same household as follows:

- Related - vertically extended: parent-child
- Related - vertically extended: other
- Related - horizontally extended
- Unrelated.

An example of a vertical extension is when a primary family reference person's parents or son's/daughter's family is also in the household. Horizontal extension is where a brother's, sister's, etc., family is in the household; uncles, aunts, nieces and nephews are coded to this category.

Relationship between third and primary families (HR3D)

This **dwelling** level variable classifies the relationship between the primary family and the third family coded in the same household. The variable has the same classifications as Relationship between second and primary families (HR2D).

R

Relationship of second and third family to primary family (FRLF)

This family level variable classifies the relationship between the primary family and the second or third family enumerated in the same household. To disaggregate the second and third families, the variable Family number (FNOF) is required.

The classification is:

- Mother's/father's family
- Grandparent's family
- Son's/daughter's family
- Grandchild's family
- Brother's/sister's family
- Other related family
- Unrelated family.

See Family.

RELATIONSHIP IN HOUSEHOLD (RLHP)

This is a key variable at the **person** level. It gives the relationship of each person in a family in a family household, including visitors and non-family members; and classifies members of other household types, i.e. group households and lone person households.

The categories used in the classification are:

- Residents
 - Family members:
 - Family/household reference person
 - Spouse
 - Dependent offspring
 - Other offspring
 - Brother/sister
 - Father/mother
 - Grandchild
 - Grandparent
 - Cousin
 - Uncle/aunt
 - Nephew/niece
 - Other relation
 - Non-family members:
 - Boarder/lodger
 - Other unrelated person
 - Other:
 - Group household member
 - Lone person.
- Visitors.

The classification applies to all persons present in the household on census night. It is based on answers to Question 5 on the census form but does not directly reflect the answers given because the household basis of the question is changed to a family base during processing.

If, for example, two brothers are living with a third brother and his wife, the couple would be coded as a primary family and the two single brothers coded as related family members (i.e. not a second or third family), being identified as brothers in RLHP.

For family relationships, RLHP would normally be used in conjunction with Family number (FNOF) to separate out the different families; and Family type (FMTF) to identify type of family.

Characteristics of persons listed as usual household members temporarily absent (Question 43) are not available, so the relationships of these people are not available in RLHP. Information supplied about such people is used to correctly code household and family types. The only information about them is contained in the variables:

Number of persons temporarily absent from household (CPAD)
 Location of spouse (SPLF)
 Number of dependent offspring temporarily absent (CDAF)
 Number of other offspring temporarily absent (COAF).

See Ancestors for some important information about analysing ancestors.

A question on relationship has been included in all Australian censuses. Prior to 1981, the question asked about relationship to household head. Public reaction against the concept of household head caused the question to be altered in 1981 to relationship to Person 1. Since the 1986 Census, relationship to Person 1 and/or Person 2 has been asked in respect of each child. This was necessary to classify stepchildren.

See Family, Family reference person, Family type, Household, Household head, Household reference person indicator (HRPP).

RELATIONSHIP IN NON-PRIVATE DWELLING (RLNP)

People in non-private dwellings, such as motels, hospitals, colleges, etc., are enumerated using Personal forms instead of Household forms. From responses to Question 5, each person in a non-private dwelling is classified as an:

- Owner, manager, employee and family; or
- Inmates, patients, boarders, etc.; or
- Not stated.

There are no family level variables available for people in non-private dwellings.

See Dwelling, Non-private dwelling, type of (NPDD).

RELIGION (REL)

A question on religious denomination has been included in all Australian censuses, but response has always been optional. The option not to answer this question is provided for in census legislation.

There are 7 pre-defined religious denominations on the 1991 Census form, as well as *other - please specify* and *no religion*. Answers to *other - please specify* can be coded to 75 recognised religious groups. These are listed in the *1991 Census Directory of Classifications* (2904.0).

Data on religion are used for such purposes as planning educational facilities, aged persons' care and other social services provided by religion based organisations; the location of church buildings; the assigning of chaplains to hospitals, prisons, armed services and universities; the allocation of time on public radio and other media; and general sociological research.

See Confidentiality, Directory of Classifications, Indexes.

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RENT (WEEKLY) (RNTD)

This variable records the amount of rent paid by households on a weekly basis for the dwelling in which they were enumerated on census night, including caravans etc. in caravan parks. The categories range from *less than \$48* to *more than \$497*.

The census is the only source of rent data for small areas and for small groups of the population. Such data are important for housing policy-making and planning, and for studying the housing conditions of minority populations.

See Household, Housing loan repayments (monthly) (HLRD), Nature of Occupancy (NOCD).

RESIDENCE

See Dwelling, Household, Usual residence, Year of arrival in Australia (YARP).

RESIDENT (AUSTRALIAN) OR VISITOR TO AUSTRALIA

See Usual residence.

RESPONDENT ERROR

Computer editing procedures are used to detect obvious errors made by respondents in completing the census form (e.g. a six year old person who is married). Such procedures cannot detect all respondent errors and some remain in final output.

See Editing, Input processing.

ROOMS IN OCCUPIED PRIVATE DWELLINGS

See Bedrooms in private dwellings, number of (BEDD).

ROW OR TERRACE HOUSE

See Dwelling, Structure of dwelling (STRD).

RURAL BALANCE

The Australian Standard Geographical Classification (ASGC) rural balance section of State unit is an aggregation of all the collection districts (CDs) in that State or Territory that are not classified as major urban, other urban, locality, or migratory. These areas are reviewed for each census.

For more information refer to the *Australian Standard Geographical Classification Manual* (1216.0) or the *1991 Census Geographic Areas* (2905.0) publications.

See Australian Standard Geographical Classification, Geographic areas, Section of State.

RURAL LOCALITY

See Urban centre/locality.

- SAMPLE FILES** No standard sample files will be produced from the 1991 Census. However, small sample files containing unidentified census unit records will be available through the Census Consultancy Service, customised to the requirements of users.
- See* CENSAS, Census Consultancy Service.
- SCHEDULE** *See* Household form.
- SCHOOL** *See* Age, Educational institution attending, type of (TYPP), Student, full/part time (STUP).
- SCOPE AND COVERAGE** The 1991 Census of Population and Housing aims to count every person who spent census night, 6 August 1991, in Australia. It includes people on vessels in or between Australian ports, on board long-distance trains, buses or aircraft, and Australian residents in Antarctica. All private dwellings are counted, whether occupied or unoccupied. Occupied non-private dwellings, such as hospitals, prisons, hotels, etc. are also included.
- People are counted where they are on census night, which may not be where they usually live. Each person is asked where their place of usual residence is, and these answers, where different from the place of enumeration, are coded to the relevant statistical local area (SLA). People entering Australia from overseas before midnight on census night are counted where they sleep on census night. Visitors to Australia are counted regardless of how long they had been in the country or how long they planned to stay. People leaving an Australian port for an overseas destination before midnight on census night are not counted in the census. As Australian residents in Antarctica do not fill out passenger cards to formally leave Australia they are within the scope of the census and are coded to the Migratory collection district (CD) of Tasmania (*See* Section of State).
- Australian residents out of the country on census night, and overseas diplomatic personnel in Australia and their families, are outside the scope of the census.
- See* Census count - place of enumeration, Census count - place of usual residence.
- SECONDARY FAMILY** This term was used in the 1986 Census to define families other than the primary family. In the 1991 Census, the term *other families* is used.
- See* Family, Relationship between families.
- SECTION OF STATE** Within a State or Territory, each section of State Australian Standard Geographical Classification (ASGC) unit represents an aggregation of non-contiguous geographic areas of a particular urban type, with the rural balance constituting another section of State.
- The Sections of State within each State and Territory are:
- Major urban - All urban centres with a population of 100,000 and over
 - Other urban - All urban centres with a population of 1,000 to 99,999
 - Locality - All population clusters of 200 to 999 people

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- Rural balance - the rural remainder of the State/Territory; and
- Off-Shore and migratory CDs - people who are enumerated on off-shore oil rigs, drilling platforms and the like, aboard ship in Australian waters, or on an overnight journey by train or bus. There is one such category for each State and the Northern Territory. Note that this category is included in the Section of state classification only for the census of population and housing. Australians in Antarctica are within the scope of the census and are coded to the Migratory collection district (CD) of Tasmania.

For more information refer to the *Australian Standard Geographical Classification Manual* (1216.0) or the *1991 Census Geographic Areas* (2905.0) publications. Maps are available from Information Services.

See Australian Standard Geographical Classification, Geographic areas, Off shore and migratory collection districts, Urban centre/locality.

SELF EMPLOYED PERSON

See Labour force, Labour force status.

SELF ENUMERATION

Self enumeration is the term used to describe the way the Australian Census of Population and Housing data are collected. The census forms are generally completed by the householders or individuals (in non-private dwellings) rather than by census collectors asking questions in an interview.

Some householders have problems completing the forms; in these cases the collectors, special collectors, the telephone enquiry service and the telephone interpreter service are available to provide assistance.

Self enumeration has some deficiencies in the reliability of the information collected. For example, there is little control over the types of answers given, and a higher probability that questions will be misunderstood than if an interview method is used. However, self enumeration does avoid interviewer bias and is considered to be the most cost efficient method (in terms of available resources) of collecting information from the very large number of respondents involved in the census.

In the 1991 Census, many questions were also self-coded by respondents, and the forms processed by optical mark readers (OMR).

SEMI-DETACHED HOUSE

See Structure of dwelling (STRD).

SEPARATE HOUSE

See Structure of dwelling (STRD).

SEX

See Gender.

SHIFT WORKERS

Shift workers who worked the night shift on census night and went home when their shift was finished, are counted as if they were at home on census night.

See Temporarily absent.

- SHIPS IN OR BETWEEN AUSTRALIAN PORTS** *See* Off shore and migratory collection districts.
- SHIRES** *See* Legal local government area.
- SLA** *See* Statistical local area.
- SLA OF USUAL RESIDENCE** *See* Usual residence.
- SMALL AREA DATA** One of the major benefits of a census is the large amount of data collected for small areas. The 1991 Census Community Profile series provide an extensive summary of census data for small areas. Other customised data can also be produced.
- These data are available from ABS Information Services counters; in public libraries on microfiche; and in a microcomputer based package called CDATA91.
- See* Census Consultancy Service, Census Update, Community Profiles.
- SOCIAL ATLAS** These publications are published separately for each capital city and major urban area. They provide informative and interesting social profiles of characteristics of the population of the city or area as measured at the census. They present a broad selection of mapped data supported by some analytical text. The atlases present only a sub-set of the available census information.
- See* Choropleth map.
- SOCIAL SECURITY BENEFITS** *See* Income.
- SOLE PARENT FAMILY** A sole parent family falls under the general census definition of a family. Note that families are only recognised if they are usually residing in the household in which they are enumerated; temporarily absent spouses and dependent offspring are included and visitors are excluded.
- There are two types of sole parent census families:
- A lone adult with one or more of his/her own dependent offspring: dependent offspring can include any child, whether related or not, who usually resides in the household. A female living with her child fits into this category.
 - As above, but other related adults are present: none of the related adults have a spouse or children of their own living in the household. An example of this is a single mother with a child living with her sister.
- Information about the individual characteristics of sole parents is provided by the following derived variables:
- Age of female (AGFF)
 Age of male (AGMF)
 Hours worked by female (HRFF)
 Hours worked by male (HRMF)

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Labour force status of female (LFFF)
Labour force status of male (LFMF)
Qualifications of female (QLFF)
Qualifications of male (QLMF).

A number of derived variables are also provided for dependent offspring to allow further disaggregation at the **family** level:

Offspring age groups (OAGF)
Age of youngest offspring present (OAYF)
Mix of dependent offspring in primary family (OTPF).

Other counts are available at the **family** level:

Number of dependent offspring (CDPF)
Number of dependent offspring temporarily absent (CDAF)
Number of other offspring (COPF)
Number of other offspring temporarily absent (COAF)
Number of related individuals (CRPF).

The key variable at the **person** level is Relationship in household (RLHP). It gives the relationship of each person in a family. The following variables are provided on the records of individuals to enable simple cross-classifications:

Age of father (AGMP)
Age of mother (AGFP)
Family income (FINP)
Family type (FMTP)
Hours worked by father (HRMP)
Hours worked by mother (HRFP)
Household reference person indicator (HRPP)
Labour force status of father (LFMP)
Labour force status of mother (LFFP)
Offspring age groups (OAGP)
Offspring position indicator (OPIP).
Parental income (PINP)
Relationship in household (RLHP)
Total resident offspring in household (COHP)
Usual residence & internal migration indicator (URIP)

Personal characteristics such as offspring type, religion, age, birthplace, birthplace of mother/father are available on offspring records. To simplify fertility and child care analysis, the above derived variables are added to the offspring records.

The following variables are stored on the record of each family member (**person**):

Family income (FINP)
Family type (FMTP)
Offspring age groups (OAGP)
Parental income (PINP)
Total resident offspring in household (COHP).

The characteristics of offspring or parents who were temporarily absent on census night are not available.

Offspring type (OTPP) is applicable to all dependent offspring present. Step children can be identified using OTPP. Note that offspring are only identified in primary families. The classification has been expanded from the 1986 version. It is stored on offspring records.

See Family, Offspring.

SPECIAL COLLECTOR

Special collectors are recruited for the enumeration of residents present in large non-private dwellings (NPDs). Large NPDs are those which are expected to contain 30 or more residents on census night. Usually the special collector is either the person in charge of the particular NPD or someone on the staff. However, the special collector may be recruited from outside the NPD. Special collectors are trained by the area group leader.

Although caravan parks are no longer classified as NPDs, special enumeration procedures are still required for the distribution and collection of census forms in them. For large caravan parks (those containing more than 30 occupied caravans), this is the task of the special collector. The census collector for the collection district (CD) in which the NPD is located, delivers the materials required to the special collector and collects them again after census night.

SPECIAL DATA SERVICES

See Census Consultancy Service.

SPOUSE/PARTNER

For census purposes, a spouse is a partner in a marriage or de facto relationship. A spouse must be 15 years of age or over. A married/de facto couple must be of opposite sexes. In census output, couples are usually classified as male of a couple, female of a couple (See Family reference person).

There are two variables associated with the relationship status of couples.

Marital status (MSTP), which is a *person* level characteristic (i.e. each person states whether he or she is never married, married, separated but not divorced, divorced, or widowed); and

Married/de facto couple (MDCF), a *family* level variable which is derived from the relationship question (Question 5) on the census form.

In determining the family composition, spouses (and dependent offspring) who were usually present but temporarily absent on census night are included, however the characteristics of temporary absentees (age, income, birthplace) are not available. This effects variables such as Household income (HIND) and Family income (FINF, FINP).

See Family, Family income (FINF, FINP), Household, Household income (HIND), Location of spouse (SPLF), Marital status (MSTP), Married/de facto spouse (MDCF), Offspring, Relationship in household (RLHP).

STANDARD MATRIXES

See Matrixes.

STATE COMPARISONS

A standard output from the 1991 Census is the Comparison series of tabulations. Capital city comparisons are also available. Statistical region geographic level comparisons are available on floppy disk and microfiche.

The comparison series provide simple basic counts at various geographic levels. Each variable on the final unit record file (FURF) is tabulated in full detail but is not cross classified with other variables (except for gender).

See Mnemonic, Variable.

S

STATE ELECTORAL DIVISION

See Electoral division.

STATE OF USUAL RESIDENCE

Three variables are coded for each persons State of usual residence. These are:

State of usual residence census night (RSCP)
State of usual residence one year ago (RSOP)
State of usual residence five years ago (RSVP).

If the question on usual residence on census night was not stated, State and statistical local area (SLA) are derived from the place of enumeration. Not stated responses to the questions of usual residence one and five years ago are not altered.

These data are used in studies of internal migration as well as studies on the general mobility of the population.

Statistical local area (SLA) of usual residence is also available for RSCP and RSVP.

See Internal migration.

STATISTICAL DISTRICT

A statistical district (SDist) is an Australian Standard Geographical Classification (ASGC) defined area which consists of one or more statistical subdivisions (SSDs) and represents a large urban area of Australia outside state capital city statistical divisions (SDs).

Statistical districts can and, in three cases do, straddle statistical division and State/Territory boundaries. The Gold Coast-Tweed SDist encompasses an urban area which lies partly in the State of Queensland and partly in the State of New South Wales. The Albury/Wodonga SDist straddles the NSW/Victorian border. The Canberra/Queanbeyan SDist is partly in NSW and the ACT.

For a list of statistical districts, and the statistical subdivisions that comprise them, refer to the *Australian Standard Geographical Classification Manual* (1216.0) or the *1991 Census Geographic Areas* (2905.0) publications. For maps of these areas contact Information Services.

STATISTICAL DIVISION

Statistical divisions (SDs) are areas defined in the Australian Standard Geographical Classification (ASGC) which consist of one or more statistical subdivisions (SSDs) and cover, in aggregate, the whole of Australia without gaps or overlaps. They do not cross State or Territory boundaries and are the largest statistical area building blocks of States and Territories.

SDs are used as large, general purpose regional type geographic areas. They represent relatively homogeneous regions characterised by identifiable social and economic links between the inhabitants and between the economic units within the region, under the unifying influence of one or more major towns or cities.

In NSW, proclaimed NSW Government Regions coincide with SDs except for North Coast, which consists of the SDs of Richmond-Tweed and Mid-North Coast.

In Victoria, the SDs correspond with the State Planning Regions adopted by the Victorian Government in October 1981 except in the Port Phillip Region and, because of consequential effects, the Central Highlands and Loddon-Campaspe Regions. The Victorian Government's Port Phillip Region is comprised of the Melbourne SD, the Shires of Bass and Phillip Island, the remaining part of the Shire of Upper Yarra, the Borough of Wonthaggi and French Island all of which are in the Gippsland SD, and the Shires of Bacchus Marsh and Gisborne which are in the Central Highlands and Loddon-Campaspe SDs respectively.

In South Australia and Western Australia, SDs and SSDs are based on the State government defined planning regions.

In the remaining States and Territories, SDs are designed in line with the ASGC general purpose regional spatial unit definition.

For more information and a list of the statistical divisions in each State, refer to the *Australian Standard Geographical Classification Manual* (1216.0) or the *1991 Census Geographic Areas* (2905.0) publications. Maps are available from Information Services.

STATISTICAL LOCAL AREA

Statistical local areas (SLAs) are areas defined in the Australian Standard Geographical Classification (ASGC) which consist of one or more collection districts (CDs). They can be based on legal local government areas (legal LGA), or parts thereof, or any unincorporated area. They cover, in aggregate, the whole of Australia without gaps or overlaps.

Variables available for SLAs are SLA of usual residence (RLCP) and SLA of usual residence five years ago (RLVP).

For more information and a list of the statistical local areas in each State, refer to the *Australian Standard Geographical Classification Manual* (1216.0) or the *1991 Census Geographic Areas* (2905.0) publications. Maps are available from Information Services.

STATISTICAL REGION

Statistical regions (SRs) are areas defined in the Australian Standard Geographical Classification (ASGC) and consist of one or more statistical local areas (SLAs) and cover, in aggregate, the whole of Australia without gaps or overlaps.

They were designed primarily as geographic areas containing sufficient population to be suitable for the presentation of both population census and labour force statistics within the frameworks for standard statistical outputs from these collections. The minimum size of a Statistical region, in terms of population, is approximately 147,000.

For more information and a list of the statistical regions in each State, refer to the *Australian Standard Geographical Classification Manual* (1216.0) or the *1991 Census Geographic Areas* (2905.0) publications. Maps are available from Information Services.

STATISTICAL SUBDIVISION

Statistical subdivisions (SSDs) are areas defined in the Australian Standard Geographical Classification (ASGC) and consist of one or more statistical local areas (SLAs) and cover, in aggregate, the whole of Australia without gaps or overlaps.

S

They are used as an intermediate level, general purpose, regional type geographic unit.

For more information and a list of the statistical subdivisions in each State, refer to the *Australian Standard Geographical Classification Manual* (1216.0) or the *1991 Census Geographic Areas* (2905.0) publications. Maps are available from Information Services.

STATUS OF WORKER See Labour force status.

STEPCHILD See Offspring.

STRUCTURE OF DWELLING (STRD) This variable records the type of structure of all private dwellings enumerated in the census, and includes occupied caravans and improvised dwellings. The information is provided by the census collector on the back of the Household form.

Categories are:

- **Separate house:** A separate house is where a house stands separately in its own grounds separated from other dwellings by at least half a metre. A separate house may have a flat attached to it, such as a granny flat or converted garage (the flat is categorised under flat or apartment below). The number of storeys of separate houses is not recorded.
- **Semi-detached, row or terrace house, townhouse, etc.:** Semi-detached houses, duplexes, row or terrace houses and villa units are dwellings where the dwelling has its own private grounds and no other dwelling above or below it. They are further classified as:
 - 1 storey; or
 - 2 or more storeys.
- **Flat or apartment:**
 - in a 1 or 2 storey block
 - in a 3 storey block
 - in a 4 or more storey block
 - attached to a house.This category includes all dwellings in blocks of flats, units or apartments. These dwellings do not have their own private grounds and usually share a common entrance foyer or stairwell. This category also includes flats attached to houses and houses converted into two or more flats.
- **Caravans etc. In caravan parks:** This category includes boats in marinas as well as caravans in caravan parks.
- **Caravans not In caravan parks:** Mobile units occupied on census night, as well as occupied small craft and boats not in marinas are classified in this category.
- **Improvised home, campers out:** This category includes sheds, tents, etc., occupied on census night. Also, tents occupied on census night which are not in caravan parks are in this category.
- **House or flat attached to a shop, office, etc.:** A house or flat attached to a shop, office, factory or any other non-residential structure is included in this category.

Other related variables are:

Dwelling type (DWTD)
 Rent (weekly) (RNTD)
 Type of non-private dwelling (NPDD)

The following variables only apply to private dwellings:

Bedrooms in private dwelling, number of (BEDD)
 Furnished/unfurnished (FUFU)
 Housing loan repayments (monthly) (HLRD)
 Landlord (LLDD)
 Nature of occupancy (NOCD).

Data on structure of dwelling are used to monitor changes in housing characteristics, to help formulate housing policies and to review existing housing stock.

See Caravans, Dwelling, Motor vehicles, number of (VEHD), Nature of occupancy (NOCD).

**STUDENT,
 FULL/PART TIME
 (STUP)**

This variable records whether each person is a full-time or part-time student at the time of the census. It includes external and correspondence students.

A question enabling the identification of the student population has been included in all Australian censuses. The 1981 Census was the first to separate the full-time and part-time student populations. The 1991 Census question also asks people who are full-time or part-time students to state the type of institution they are attending. This is coded in the variable Type of educational institution attending (TYPP).

The information on students recorded by this and other education variables is used for analysis of the participation of various population groups in different levels of education.

See Educational institution attending, type of (TYPP), Qualifications.

SUBDIVISION

See Census subdivision, Statistical subdivision.

**SUBMISSION
 SCHEME**

See Topic submission scheme.

SUMMARY FORM

The summary form is issued to special collectors and people in charge of non-private dwellings (NDPs) to summarise people in these dwellings (also households in caravan parks and marinas). It also provides a description of the type of NDP which is coded for the variable Type of non-private dwelling (NPDD).

T

TEMPORARILY ABSENT

The census form seeks information about people who usually reside in a household but who are temporarily absent on census night. Coders use the following temporary absentees in determining household and family classifications:

- Spouses
- Offspring
- Co-tenants (used to more accurately classify group households).

Other temporary absentees are ignored because attempting to classify them is not cost effective. Note that the characteristics of temporary absentees are not available, e.g. age, income, birthplace, so they are not included in the calculation of variables such as Household income (HIND) and Family income (FINF, FINP).

See Family, Household.

TEMPORARY ABSENTEES

See Temporarily absent.

TENURE

See Furnished/unfurnished (FUFD), Landlord (LLDD), Nature of occupancy (NOCD).

TERRACE HOUSE

See Structure of dwelling (STRD).

TESTING

An important part of census development is testing of proposed census questions. Before any new topic is included in the census, alternative questions are devised and extensively tested to determine whether useful data on the topic can be obtained.

Testing is undertaken to determine the layout and design of the census form. This includes question wording and positioning of questions as well as instructions to assist the householder in completing the form.

In addition, procedural trials of the collection and input processing operations are carried out.

For more information on the development of the census, refer to the information paper *Contents and Procedures* (2908.0, previously 2613.0).

THEMATIC MAPS

See Choropleth maps.

TOPIC SUBMISSION SCHEME

In 1987 approval was obtained from the Commonwealth Government for planning to proceed for at least a minimum census in 1991. A minimum census will produce information on age, gender and usual residence for the purpose of revising population estimates. In addition to this, the Government directed the ABS that consultation with users about content of the 1991 Census should proceed providing the cost was considerably less than the 1986 Census.

The ABS published the information paper *1991 Census of Population and Housing: Preliminary Views on Content and Procedures* (2907.0, previously 2171.0). This paper was released in January 1988 and discussed possible strategies consistent with the Commonwealth Government's directive. Users of census data and the public were invited to comment on the views expressed in the paper.

Comments were sought on any aspect of the 1991 Census proposals, however, the main issues the ABS sought advice on were:

- Should the ABS pursue the option of a census with reduced number of topics or a census with some of the topics to be a 1 in 3 sample ?
- What topics should be included in the option of a reduced census or what topics might be included in the sampled option ?
- What topics should be deleted if other topics (other than proposed topics) were to be included or further cost savings were required ?
- What priority should be given to preliminary processing to enable basic population characteristics to be published ?

Other matters for which comment was sought concerned the date of the census, destruction of forms, field operations, optical mark reading, imputations, outputs, classifications and census data for postcodes.

The views of users and the public on the proposals were obtained from more than 560 written submissions. There was widespread concern that significant cuts in census topics were being contemplated and that the 1986 Census represented the minimum census content to adequately meet users' needs.

In light of the consultations with users, draft recommendations on the 1991 Census were discussed by the Australian Statistics Advisory Council prior to preparation of a submission to the Commonwealth Government.

The Commonwealth Government's decision was announced in Parliament on 4 May 1989. Further information is available in the information paper *1991 Census of Population and Housing: Contents and Procedures* (2908.0, previously 2613.0).

**TORRES STRAIT
ISLANDER**

See Aboriginal or Torres Strait Islander origin (ABLP).

TOURISTS

See Usual residence, Visitors to Australia.

TOWNHOUSE

See Structure of dwelling (STRD).

TRANSPORT

See Journey to work, Method of travel to work (TPTP), Motor vehicles, number of (VEHD).

TRAVEL TO WORK

See Journey to work, Method of travel to work (TPTP).

**TYPE OF
EDUCATIONAL
INSTITUTION
ATTENDING**

See Educational institution attending, type of (TYPP), Qualifications, Student full/part time (STUP).

**TYPE OF
NON-PRIVATE
DWELLING**

See Campers out, Dwelling, Non-private dwelling, type of (NPDD).

U

UNDERCOUNTING AND/ OR UNDERENUMERATION

All statistical collections are subject to errors. Despite efforts to obtain a full coverage of people and dwellings in the census, a degree of undercounting still occurs.

Although every effort is made by census collectors to make contact when delivering the census form to each dwelling, sometimes this is not possible. Some of the dwellings where no contact was made may have had flats attached or have had people housed in converted garages or in caravans. These additional dwellings may have been excluded from the census. Also, flats above shops in metropolitan areas may have contained people, but the census collector may not have been able to identify these flats as such. Sometimes not all the people in a dwelling are included on the census form, for one reason or another. In all cases where dwellings and the people residing in them are not counted, a census undercount results.

Similarly, some are people travelling on census night, camping out or staying away from their place of usual residence and may not have completed, or been included on, a census form.

A measure of the extent of underenumeration is obtained from the Post Enumeration Survey (PES). The official population estimates produced by the ABS take into account the results of the PES, however the census counts are not adjusted.

See Post Enumeration Survey.

UNEMPLOYED

People who satisfy the following criteria are considered for census purposes as *unemployed*:

- they were looking for full-time or part-time employment; and
- they were not employed and did not work in the week prior to census night.

The variable used to classify the unemployed is Labour force status (LFSP). Employed people and unemployed people together constitute the labour force.

See Labour force status.

UNOCCUPIED PRIVATE DWELLING

See Dwelling.

UNPAID HELPERS

See Labour force status.

URBAN CENTRE/ LOCALITY

An urban centre is a population cluster of 1,000 or more people. A locality is a population cluster of between 200 to 999 people. People living in urban centres are classified as urban for statistical purposes while those in localities are classified as rural. Each urban centre and/or locality (UC/L) is bounded (i.e. a boundary for it is clearly defined) and composed of one or more whole collection districts (CDs).

UC/Ls are defined for each census and are current for the date of the census. The criteria for bounding UC/Ls are based on the Linge methodology.

For more information and a list of the UC/Ls, refer to the *Australian Standard Geographical Classification Manual* (1216.0) or the *1991 Census Geographic Areas* (2905.0) publications. Maps are available from Information Services.

USUAL RESIDENCE

The 1991 Census form contains four questions on usual residence. Question 7 asks where each person usually lived, Question 8 asks in what State/Territory each person usually lived and Questions 9 and 10 asked for each person's usual residence one and five years ago respectively. The addresses provided in answer to Questions 7 and 10 are coded to statistical local area (SLA).

Usual residence is defined in the notes provided with Question 7 as '...that address at which the person has lived or intends to live for a total of 6 months or more in 1991'; or 'For people who now have no usual address, regard this dwelling as their usual address' i.e. the dwelling where they are located and counted on census night; and 'For boarders at boarding school or college, give the address of the school or college'.

Boarders at school or college are specifically asked to record the school or college as their usual residence. This instruction was not given in censuses prior to 1986 and often these people incorrectly reported their family home as their place of usual residence.

The information acquired from the tick-box answers to the usual residence questions is recorded in the variable Usual residence and internal migration indicator (URIP).

The information is needed to detect movement within a SLA.

Use of URIP in conjunction with the other variables relating to usual residence listed below, make it possible to identify the pattern of net movement of people between three dates, i.e. census night, one year ago and five years ago.

The following variables are available:

SLA of usual residence census night (RLCP)
 SLA of usual residence five years ago (RLVP)
 State of usual residence census night (RSCP)
 State of usual residence one year ago (RSOP)
 State of usual residence five years ago (RSVP).

State is necessary to delimit SLA because the SLA code is not unique across Australia.

Usual residence data provide reliable, up-to-date information on the usually resident population of an area, and on the internal migration patterns at the Australia, State, regional and local government levels. The data are also used by the ABS in calculations of the Estimated Resident Population (ERP).

People who on census night were on board vessels in or between Australian ports (or on long distance trains, buses or aircraft), and who gave an address in Australia as their usual residence, are coded to the SLA containing that address.

A small number of people who were on board vessels in or between Australian ports, or on long distance trains, buses or aircraft, who indicated that they were usually resident at the address at which they are enumerated, are allocated a separate usual residence code describing them as *migratory*. Similar responses to Question 10 are interpreted, however, as *not stated* responses.

Most respondents who are enumerated at a place other than their usual residence provided a codable local council name in their usual address. In cases where a local council name is not codable or not given, the suburb name, town, postcode or other locality information (if any) provided in answer to the question is used in referring to the Localities Index. This index includes all suburbs, towns and other locality names, for all States and Territories, and corresponding SLA codes. Some large non-private dwellings (NDP) are also included in

U

the index to assist in coding when the usual residence is given as a dwelling of this kind. For some localities located in two or more SLAs, the index includes an alphabetic directory of street names for identification.

If the information for children is inadequate for allocating an SLA code of usual residence, they are given the same code as their mother or father. Similarly, spouses are given the code determined for their partner. If no adequate response is given for current usual residence the person is allocated the code appropriate to their SLA of enumeration. If no adequate response is given for usual residence five years ago, a not stated code is allocated.

The code numbers given to SLAs are listed in *1991 Census Geographic Areas (2905.0)*.

Where the question on current usual residence is not answered, this fact is registered in URIP, but for general tabulation purposes it is assumed that the person was enumerated at his/her place of usual residence, i.e. the SLA of usual residence would be set to be the same as the SLA of enumeration. *Not stated* responses to question 10 are not changed in URIP, or State and SLA of usual residence five years ago.

There are some limitations with usual residence statistics. Note that while it is quite appropriate to tabulate people (and their personal characteristics) at their SLAs of usual residence, it is not possible to tabulate dwelling, household and family characteristics.

However, family and household statistics are mainly based on place of usual residence.

See Census counts, Off shore and migratory collection districts, Place of usual residence, Visitors to a household.

USUAL RESIDENCE AND INTERNAL MIGRATION INDICATOR (URIP)

This variable contains the tick-box answers to the three questions on usual residence (Questions 7 - 10). The information is needed to identify movement within a statistical local area (SLA).

See Usual residence.

V

VARIABLES

Census variables contain person, dwelling or family characteristics for which data can be produced. The data may be acquired directly from the questions on the census form or derived or imputed from information acquired from a combination of these questions. Each variable is represented by a four letter mnemonic.

See Mnemonics.

VEHICLES

See Motor vehicles, number of (VEHD).

VISITORS TO A HOUSEHOLD

The census counts people where they are located on census night. Characteristics of individual visitors (i.e. people who tick the elsewhere box in Question 7) are available at the household of enumeration. These people can also be tabulated according to their statistical local area (SLA) of usual residence.

Visitors are excluded from household and family classifications, however counts of visitors are still available separately, using the variable Number of visitors to household (CVHD).

All household and family classifications in the 1991 Census are based on the relationships of people usually residing in the household, i.e. visitors will be excluded and temporary absentees will be included.

The relationship of visitors to one another, or to any resident (including cases where all the people enumerated are visitors) is not further classified.

In the case of a household containing only visitors, because of some interest in household incomes in holiday resorts, Household income (HIND) is calculated using all people present.

Households containing only visitors are excluded from household mobility variables.

See Census count - place of enumeration, Household.

VISITORS TO AUSTRALIA

Overseas visitors are included in the Australian census. They are included in census tabulations based on place of enumeration unless explicitly excluded. However, these visitors are always excluded from census tabulations based on place of usual residence and the Estimated Resident Population (ERP).

Visitors to Australia can be identified using the variable State of usual residence census night (RSCP), which has an *overseas* category. The country of usual residence is not asked in the census.

See Census count - place of enumeration, Census count - place of usual residence, Estimated Resident Population.

W

WAGE OR SALARY EARNER

See Labour force, Labour force status.

WEEKLY RENT

See Nature of occupancy (NOCD).

WORK DESTINATION

See Destination zone, Journey to work.

WORKING POPULATION

The census can provide counts of people who work in destination zones within journey to work (JTW) study areas, or aggregations of these areas - usually statistical local areas (SLAs). These counts are known as the working population and contain employed people:

- whose place of usual residence was within the journey to work study area; and
- who were enumerated at their place of usual residence on census night; and
- who reported a workplace address for the main job held last week which was within the same study area as the place of usual residence.

These counts **exclude**:

- people whose place of usual residence was outside the journey to work study area;
- people who were unemployed or not in the labour force in the week prior to census night; and
- people who were in a destination zone to attend school, to shop or to visit, etc.

It is not possible to distinguish between workers working standard hours, and shift workers; the data collected relates to all workers.

Tabulations of working populations present a profile of employed people in an area in the working week prior to census night.

See Destination zone, Journey to work.

WORKPLACE

See Address, Destination zone, Hours worked, Industry, Journey to work, Method of travel to work (TPTP), Working population.

YEAR FIRST MARRIED	No question asking for married people to state the year in which they were first married was asked in the 1991 Census. The usefulness of data on duration of marriage for fertility analysis has been reduced due to an increase in the incidence of births outside marriage. The increase incidence of remarriages and de facto living relationships has also reduced the usefulness of this data.
YEAR OF ARRIVAL IN AUSTRALIA (YARP)	<p>This variable records the year of arrival in Australia for people born overseas. The categories range from prior to 1971 to 1990-1991. When cross-classified with other census data, these data are useful for analysing how the characteristics of migrants change with length of time in Australia. A question on year of first arrival of overseas born people has been included in every Australian census.</p> <p>In previous censuses, this information was stored in terms of number of years, i.e. period of residence. It is more accurate to use actual year of arrival.</p> <p>A check is made to ensure that a persons stated age is compatible with period of residence. This variable is coded <i>not applicable</i> if the person's birthplace is reported as Australia.</p>
YEAR OF BIRTH	<i>See Age.</i>
YEAR OF QUALIFICATION	<i>See Qualification.</i>
ZONE	<i>See Destination zone, Journey to work, Origin zone.</i>

APPENDICES



CENSUS

6 AUGUST 1991

REDUCED SIZE

Household Form

Why a Census?

The Census is like a stocktake of our nation. It is the only practical way to get information on how many people there are in each part of Australia, what they do and how they live.

Collection authority

The information asked for is collected under the authority of the Census and Statistics Act. Your co-operation is sought in completing this form and returning it to your Census Collector.

Confidentiality

Your completed form remains confidential to the Australian Bureau of Statistics as required by the Census and Statistics Act. No identifiable information about individuals or households will be released to any person, organisation or government authority. If any person in this household prefers a separate Census form for privacy reasons, ask your Collector or telephone the Hotline for a Personal Form and a Privacy Envelope. You may also ask for a Privacy Envelope if you do not want your Collector to see your completed form.

How to complete the form

Please use ballpoint pen or pencil. Most questions only need a mark in one of the answer boxes like this



Yes
 No

If you do not know the exact answer, give the best answer you can. Please do not fold or bend this form

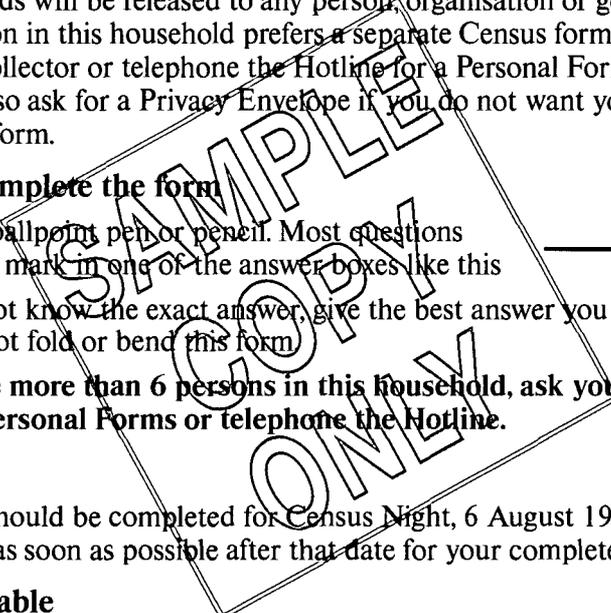
If there are more than 6 persons in this household, ask your Collector for extra Personal Forms or telephone the Hotline.

When?

This form should be completed for Census Night, 6 August 1991. Your Collector will return as soon as possible after that date for your completed Census form.

Help available

If you have any difficulty filling out this form, please ask your Collector for help or telephone the Hotline on 552 3199 (Sydney) or free of charge on (008) 114 034 (elsewhere).



1 At what address did this household spend Census Night, Tuesday, 6 August 1991?

Street no. and name _____

Suburb or rural locality _____

City or town _____ Postcode _____



Please complete one separate column for each person

Person 1

Person 2

2 Name of each person including visitors who spent the night of Tuesday, 6 August 1991 in this household:

- Record details for all adults, children, babies and visitors.
- Include any person who returned on Wednesday, 7 August 1991, without having been counted elsewhere.
- Enter the householder or any adult household member as 'Person 1' and if present, the spouse or partner as 'Person 2'.

Christian or given name

Surname

Christian or given name

Surname

3 Sex

- Mark one box for each person, for example Male

- Male
 Female

- Male
 Female

4 Mark each person's age last birthday.

- If age is less than one year, mark box (0)
- Mark one box for each person. For example, for a person aged 31 years:

Example

Years:

- (0) (10) (20) (30) (40) (50) (60) (70) (80)
 (1) (11) (21) (41) (51) (61) (71) (81)
 (2) (12) (22) (32) (42) (52) (62) (72) (82)
 (3) (13) (23) (33) (43) (53) (63) (73) (83)
 (4) (14) (24) (34) (44) (54) (64) (74) (84)
 (5) (15) (25) (35) (45) (55) (65) (75) (85)
 (6) (16) (26) (36) (46) (56) (66) (76) (86)
 (7) (17) (27) (37) (47) (57) (67) (77) (87)
 (8) (18) (28) (38) (48) (58) (68) (78) (88)
 (9) (19) (29) (39) (49) (59) (69) (79) (89)
 90 years or more

Years:

- (0) (10) (20) (30) (40) (50) (60) (70) (80)
 (1) (11) (21) (31) (41) (51) (61) (71) (81)
 (2) (12) (22) (32) (42) (52) (62) (72) (82)
 (3) (13) (23) (33) (43) (53) (63) (73) (83)
 (4) (14) (24) (34) (44) (54) (64) (74) (84)
 (5) (15) (25) (35) (45) (55) (65) (75) (85)
 (6) (16) (26) (36) (46) (56) (66) (76) (86)
 (7) (17) (27) (37) (47) (57) (67) (77) (87)
 (8) (18) (28) (38) (48) (58) (68) (78) (88)
 (9) (19) (29) (39) (49) (59) (69) (79) (89)
 90 years or more —
please specify

 years

Years:

- (0) (10) (20) (30) (40) (50) (60) (70) (80)
 (1) (11) (21) (31) (41) (51) (61) (71) (81)
 (2) (12) (22) (32) (42) (52) (62) (72) (82)
 (3) (13) (23) (33) (43) (53) (63) (73) (83)
 (4) (14) (24) (34) (44) (54) (64) (74) (84)
 (5) (15) (25) (35) (45) (55) (65) (75) (85)
 (6) (16) (26) (36) (46) (56) (66) (76) (86)
 (7) (17) (27) (37) (47) (57) (67) (77) (87)
 (8) (18) (28) (38) (48) (58) (68) (78) (88)
 (9) (19) (29) (39) (49) (59) (69) (79) (89)
 90 years or more —
please specify

 years

5 What is each person's relationship to Person 1/Person 2?

- Examples of other relationships: son-in-law, granddaughter, uncle, boarder.

Person 1

- Husband or wife of Person 1
 De facto partner of Person 1
 Child of Person 1
 Stepchild of Person 1
 Brother or sister of Person 1
 Unrelated flatmate or co-tenant of Person 1
 Other relationship to Person 1 — please specify

6 What is each person's present marital status?

- Never married
 Married
 Separated but not divorced
 Divorced
 Widowed

- Never married
 Married
 Separated but not divorced
 Divorced
 Widowed

For a household with more than 6 persons, please contact the Census Collector.

Person 3

Person 4

Person 5

Person 6

Christian or given name

 Surname

- Male
- Female

- Male
- Female

- Male
- Female

- Male
- Female

Years:
 (0) (10) (20) (30) (40) (50) (60) (70) (80)
 (1) (11) (21) (31) (41) (51) (61) (71) (81)
 (2) (12) (22) (32) (42) (52) (62) (72) (82)
 (3) (13) (23) (33) (43) (53) (63) (73) (83)
 (4) (14) (24) (34) (44) (54) (64) (74) (84)
 (5) (15) (25) (35) (45) (55) (65) (75) (85)
 (6) (16) (26) (36) (46) (56) (66) (76) (86)
 (7) (17) (27) (37) (47) (57) (67) (77) (87)
 (8) (18) (28) (38) (48) (58) (68) (78) (88)
 (9) (19) (29) (39) (49) (59) (69) (79) (89)
 90 years or more —
 please specify

Years:
 (0) (10) (20) (30) (40) (50) (60) (70) (80)
 (1) (11) (21) (31) (41) (51) (61) (71) (81)
 (2) (12) (22) (32) (42) (52) (62) (72) (82)
 (3) (13) (23) (33) (43) (53) (63) (73) (83)
 (4) (14) (24) (34) (44) (54) (64) (74) (84)
 (5) (15) (25) (35) (45) (55) (65) (75) (85)
 (6) (16) (26) (36) (46) (56) (66) (76) (86)
 (7) (17) (27) (37) (47) (57) (67) (77) (87)
 (8) (18) (28) (38) (48) (58) (68) (78) (88)
 (9) (19) (29) (39) (49) (59) (69) (79) (89)
 90 years or more —
 please specify

Years:
 (0) (10) (20) (30) (40) (50) (60) (70) (80)
 (1) (11) (21) (31) (41) (51) (61) (71) (81)
 (2) (12) (22) (32) (42) (52) (62) (72) (82)
 (3) (13) (23) (33) (43) (53) (63) (73) (83)
 (4) (14) (24) (34) (44) (54) (64) (74) (84)
 (5) (15) (25) (35) (45) (55) (65) (75) (85)
 (6) (16) (26) (36) (46) (56) (66) (76) (86)
 (7) (17) (27) (37) (47) (57) (67) (77) (87)
 (8) (18) (28) (38) (48) (58) (68) (78) (88)
 (9) (19) (29) (39) (49) (59) (69) (79) (89)
 90 years or more —
 please specify

Years:
 (0) (10) (20) (30) (40) (50) (60) (70) (80)
 (1) (11) (21) (31) (41) (51) (61) (71) (81)
 (2) (12) (22) (32) (42) (52) (62) (72) (82)
 (3) (13) (23) (33) (43) (53) (63) (73) (83)
 (4) (14) (24) (34) (44) (54) (64) (74) (84)
 (5) (15) (25) (35) (45) (55) (65) (75) (85)
 (6) (16) (26) (36) (46) (56) (66) (76) (86)
 (7) (17) (27) (37) (47) (57) (67) (77) (87)
 (8) (18) (28) (38) (48) (58) (68) (78) (88)
 (9) (19) (29) (39) (49) (59) (69) (79) (89)
 90 years or more —
 please specify

_____ years

_____ years

_____ years

_____ years

- Child of both Person 1 and Person 2
- Child of Person 1 only
- Child of Person 2 only
- Brother or sister of Person 1
- Unrelated flatmate or co-tenant of Person 1
- Other relationship to Person 1 — please specify

- Child of both Person 1 and Person 2
- Child of Person 1 only
- Child of Person 2 only
- Brother or sister of Person 1
- Unrelated flatmate or co-tenant of Person 1
- Other relationship to Person 1 — please specify

- Child of both Person 1 and Person 2
- Child of Person 1 only
- Child of Person 2 only
- Brother or sister of Person 1
- Unrelated flatmate or co-tenant of Person 1
- Other relationship to Person 1 — please specify

- Child of both Person 1 and Person 2
- Child of Person 1 only
- Child of Person 2 only
- Brother or sister of Person 1
- Unrelated flatmate or co-tenant of Person 1
- Other relationship to Person 1 — please specify

- Never married
- Married
- Separated but not divorced
- Divorced
- Widowed

- Never married
- Married
- Separated but not divorced
- Divorced
- Widowed

- Never married
- Married
- Separated but not divorced
- Divorced
- Widowed

- Never married
- Married
- Separated but not divorced
- Divorced
- Widowed

Person 1

Person 2

7 What is each person's usual address?

- 'Usual' address is that address at which the person has lived or intends to live for a total of 6 months or more in 1991.
- For persons who now have no usual address, regard this dwelling as their usual address.
- For boarders at boarding school or college, give address of school or college.

The address shown on the front of this form
 Elsewhere — please specify address

Street no. and name

Suburb or rural locality

City or town

Postcode

The address shown on the front of this form
 Elsewhere — please specify address

Street no. and name

Suburb or rural locality

City or town

Postcode

8 In which State or Territory is each person's usual address?

- State 'usually' lived in is the State in which the person has lived or intends to live for a total of 6 months or more in 1991.
- For persons who now have no usual State of residence, mark State now in.

- NSW
- Vic
- Qld
- SA
- WA
- Tas
- NT
- ACT
- Elsewhere

- NSW
- Vic
- Qld
- SA
- WA
- Tas
- NT
- ACT
- Elsewhere

9 In which State or Territory was each person's usual address one year ago (at 6 August 1990)?

- If the person is less than one year old, leave blank.

- NSW
- Vic
- Qld
- SA
- WA
- Tas
- NT
- ACT
- Elsewhere

- NSW
- Vic
- Qld
- SA
- WA
- Tas
- NT
- ACT
- Elsewhere

10 What was each person's usual address five years ago (at 6 August 1986)?

- If the person is less than five years old, leave blank.
- For persons who had no usual address on 6 August 1986, give the address at which they were then living.

Same as in question 7
 Elsewhere — please specify address

Street no. and name

Suburb or rural locality

City or town

State Postcode

Same as in question 7
 Elsewhere — please specify address

Street no. and name

Suburb or rural locality

City or town

State Postcode

11 Where was each person born?

- Australia. Now go to 13
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other—please specify

- Australia. Now go to 13
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other—please specify

12 When did the person first arrive in Australia?

- Before 1971
- 1971-1975
- 1976-1980
- 1981-1985
- 1986-1987
- 1988-1989
- 1990-1991

- Before 1971
- 1971-1975
- 1976-1980
- 1981-1985
- 1986-1987
- 1988-1989
- 1990-1991

Person 3

- The address shown on the front of this form
 - Elsewhere — please specify address
- Street no. and name

Suburb or rural locality

City or town

Postcode

- NSW
- Vic
- Qld
- SA
- WA
- Tas
- NT
- ACT
- Elsewhere

- NSW
- Vic
- Qld
- SA
- WA
- Tas
- NT
- ACT
- Elsewhere

- Same as in question 7
- Elsewhere — please specify address

Street no. and name

Suburb or rural locality

City or town

State Postcode

- Australia. Now go to 13
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other—please specify

- Before 1971
- 1971-1975
- 1976-1980
- 1981-1985
- 1986-1987
- 1988-1989
- 1990-1991

Person 4

- The address shown on the front of this form
 - Elsewhere — please specify address
- Street no. and name

Suburb or rural locality

City or town

Postcode

- NSW
- Vic
- Qld
- SA
- WA
- Tas
- NT
- ACT
- Elsewhere

- NSW
- Vic
- Qld
- SA
- WA
- Tas
- NT
- ACT
- Elsewhere

- Same as in question 7
- Elsewhere — please specify address

Street no. and name

Suburb or rural locality

City or town

State Postcode

- Australia. Now go to 13
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other—please specify

- Before 1971
- 1971-1975
- 1976-1980
- 1981-1985
- 1986-1987
- 1988-1989
- 1990-1991

Person 5

- The address shown on the front of this form
 - Elsewhere — please specify address
- Street no. and name

Suburb or rural locality

City or town

Postcode

- NSW
- Vic
- Qld
- SA
- WA
- Tas
- NT
- ACT
- Elsewhere

- NSW
- Vic
- Qld
- SA
- WA
- Tas
- NT
- ACT
- Elsewhere

- Same as in question 7
- Elsewhere — please specify address

Street no. and name

Suburb or rural locality

City or town

State Postcode

- Australia. Now go to 13
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other—please specify

- Before 1971
- 1971-1975
- 1976-1980
- 1981-1985
- 1986-1987
- 1988-1989
- 1990-1991

Person 6

- The address shown on the front of this form
 - Elsewhere — please specify address
- Street no. and name

Suburb or rural locality

City or town

Postcode

- NSW
- Vic
- Qld
- SA
- WA
- Tas
- NT
- ACT
- Elsewhere

- NSW
- Vic
- Qld
- SA
- WA
- Tas
- NT
- ACT
- Elsewhere

- Same as in question 7
- Elsewhere — please specify address

Street no. and name

Suburb or rural locality

City or town

State Postcode

- Australia. Now go to 13
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other—please specify

- Before 1971
- 1971-1975
- 1976-1980
- 1981-1985
- 1986-1987
- 1988-1989
- 1990-1991

13 Is the person of Aboriginal or Torres Strait Islander origin?

• For persons of mixed origin, indicate the one to which they consider themselves to belong.

- No
- Yes, Aboriginal
- Yes, Torres Strait Islander

- No
- Yes, Aboriginal
- Yes, Torres Strait Islander

14 Where was each person's father born?

- Australia
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other — please specify

- Australia
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other — please specify

15 Where was each person's mother born?

- Australia
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other — please specify

- Australia
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other — please specify

16 Is the person an Australian citizen?

- Yes, Australian citizen
- No

- Yes, Australian citizen
- No

17 What is each person's religious denomination?

• Answering this question is **OPTIONAL**.
• If no religion, mark last box.

- Catholic
- Anglican (Church of England)
- Uniting Church
- Presbyterian
- Greek Orthodox
- Baptist
- Lutheran
- Other — please specify

- Catholic
- Anglican (Church of England)
- Uniting Church
- Presbyterian
- Greek Orthodox
- Baptist
- Lutheran
- Other — please specify

18 Does the person speak a language other than English *at home*?

- No, speaks only English. Now go to 20
- Yes, Italian
- Yes, Greek
- Yes, Cantonese
- Yes, Mandarin
- Yes, German
- Yes, Arabic
- Yes, other — please specify

- No, speaks only English. Now go to 20
- Yes, Italian
- Yes, Greek
- Yes, Cantonese
- Yes, Mandarin
- Yes, German
- Yes, Arabic
- Yes, other — please specify

19 How well does the person speak *English*?

- Very well
- Well
- Not well
- Not at all

- Very well
- Well
- Not well
- Not at all

Person 3

- No
- Yes, Aboriginal
- Yes, Torres Strait Islander

- Australia
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other — please specify

- Australia
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other — please specify

- Yes, Australian citizen
- No

- Catholic
- Anglican (Church of England)
- Uniting Church
- Presbyterian
- Greek Orthodox
- Baptist
- Lutheran
- Other — please specify

- No religion

- No, speaks only English.
Now go to 20
- Yes, Italian
- Yes, Greek
- Yes, Cantonese
- Yes, Mandarin
- Yes, German
- Yes, Arabic
- Yes, other — please specify

- Very well
- Well
- Not well
- Not at all

Person 4

- No
- Yes, Aboriginal
- Yes, Torres Strait Islander

- Australia
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other — please specify

- Australia
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other — please specify

- Yes, Australian citizen
- No

- Catholic
- Anglican (Church of England)
- Uniting Church
- Presbyterian
- Greek Orthodox
- Baptist
- Lutheran
- Other — please specify

- No religion

- No, speaks only English.
Now go to 20
- Yes, Italian
- Yes, Greek
- Yes, Cantonese
- Yes, Mandarin
- Yes, German
- Yes, Arabic
- Yes, other — please specify

- Very well
- Well
- Not well
- Not at all

Person 5

- No
- Yes, Aboriginal
- Yes, Torres Strait Islander

- Australia
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other — please specify

- Australia
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other — please specify

- Yes, Australian citizen
- No

- Catholic
- Anglican (Church of England)
- Uniting Church
- Presbyterian
- Greek Orthodox
- Baptist
- Lutheran
- Other — please specify

- No religion

- No, speaks only English.
Now go to 20
- Yes, Italian
- Yes, Greek
- Yes, Cantonese
- Yes, Mandarin
- Yes, German
- Yes, Arabic
- Yes, other — please specify

- Very well
- Well
- Not well
- Not at all

Person 6

- No
- Yes, Aboriginal
- Yes, Torres Strait Islander

- Australia
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other — please specify

- Australia
- England
- Scotland
- Italy
- Greece
- New Zealand
- The Netherlands
- Other — please specify

- Yes, Australian citizen
- No

- Catholic
- Anglican (Church of England)
- Uniting Church
- Presbyterian
- Greek Orthodox
- Baptist
- Lutheran
- Other — please specify

- No religion

- No, speaks only English.
Now go to 20
- Yes, Italian
- Yes, Greek
- Yes, Cantonese
- Yes, Mandarin
- Yes, German
- Yes, Arabic
- Yes, other — please specify

- Very well
- Well
- Not well
- Not at all

Person 1

Person 2

20 Is the person attending a school or any other educational institution?

- Include external or correspondence students.
• For school students, mark second box.

- () No. Now go to 22
() Yes, full-time student
() Yes, part-time student

- () No. Now go to 22
() Yes, full-time student
() Yes, part-time student

21 What type of educational institution is the person attending?

- Include external or correspondence students.

- () Pre-school
Infants/Primary school
() Government
() Non-Government

- () Pre-school
Infants/Primary school
() Government
() Non-Government

- Secondary school
() Government
() Non-Government

- Secondary school
() Government
() Non-Government

- Tertiary institution
() Technical and Further Education (TAFE) College
() University, College of Advanced Education (CAE) or other higher educational institution
() Other institution - please specify

- Tertiary institution
() Technical and Further Education (TAFE) College
() University, College of Advanced Education (CAE) or other higher educational institution
() Other institution - please specify

Form for specifying other institution for Person 1

Form for specifying other institution for Person 2

22 Is the age given for the person 15 years or more?

- () No, under 15 years. No more questions for this person
() Yes, 15 years or more. Continue to next question

- () No, under 15 years. No more questions for this person
() Yes, 15 years or more. Continue to next question

23 How old was the person when he or she left school?

- For persons who are primary or secondary school students, mark first box.
• For persons who did not go to school, mark second box.

- () Still at primary or secondary school
() Did not go to school
() 14 years or younger
() 15 years
() 16 years
() 17 years
() 18 years
() 19 years or older

- () Still at primary or secondary school
() Did not go to school
() 14 years or younger
() 15 years
() 16 years
() 17 years
() 18 years
() 19 years or older

24 Has the person obtained a trade certificate or any other educational qualification since leaving school?

- () No. Now go to 29
() Still at primary or secondary school. Now go to 29
() Still studying for first qualification. Now go to 29
() Yes, trade certificate or ticket
() Yes, other qualification

- () No. Now go to 29
() Still at primary or secondary school. Now go to 29
() Still studying for first qualification. Now go to 29
() Yes, trade certificate or ticket
() Yes, other qualification

25 What is the highest qualification that the person has obtained since leaving school?

- For example, Registered Nursing Certificate, Bricklaying Trade Certificate.

Form for highest qualification for Person 1

Form for highest qualification for Person 2

26 What was the main field of study for the person's highest qualification?

- For example, history, plumbing, primary school teaching.

Form for field of study for Person 1

Form for field of study for Person 2

27 From which institution was the person's qualification obtained?

- If obtained overseas, also state country.

Form for institution name for Person 1

Form for institution name for Person 2

Person 3

- No. Now go to 22
- Yes, full-time student
- Yes, part-time student

- Pre-school
 - Infants/Primary school**
 - Government
 - Non-Government
 - Secondary school**
 - Government
 - Non-Government
 - Tertiary institution**
 - Technical and Further Education (TAFE) College
 - University, College of Advanced Education (CAE) or other higher educational institution
 - Other institution — please specify

- No, under 15 years. No more questions for this person
- Yes, 15 years or more. Continue to next question

- Still at primary or secondary school
- Did not go to school
- 14 years or younger
- 15 years
- 16 years
- 17 years
- 18 years
- 19 years or older

- No. Now go to 29
- Still at primary or secondary school. Now go to 29
- Still studying for first qualification. Now go to 29
- Yes, trade certificate or ticket
- Yes, other qualification

Full name of qualification

.....

.....

Field of study

.....

.....

Name of institution

.....

.....

Person 4

- No. Now go to 22
- Yes, full-time student
- Yes, part-time student

- Pre-school
 - Infants/Primary school**
 - Government
 - Non-Government
 - Secondary school**
 - Government
 - Non-Government
 - Tertiary institution**
 - Technical and Further Education (TAFE) College
 - University, College of Advanced Education (CAE) or other higher educational institution
 - Other institution — please specify

- No, under 15 years. No more questions for this person
- Yes, 15 years or more. Continue to next question

- Still at primary or secondary school
- Did not go to school
- 14 years or younger
- 15 years
- 16 years
- 17 years
- 18 years
- 19 years or older

- No. Now go to 29
- Still at primary or secondary school. Now go to 29
- Still studying for first qualification. Now go to 29
- Yes, trade certificate or ticket
- Yes, other qualification

Full name of qualification

.....

.....

Field of study

.....

.....

Name of institution

.....

.....

Person 5

- No. Now go to 22
- Yes, full-time student
- Yes, part-time student

- Pre-school
 - Infants/Primary school**
 - Government
 - Non-Government
 - Secondary school**
 - Government
 - Non-Government
 - Tertiary institution**
 - Technical and Further Education (TAFE) College
 - University, College of Advanced Education (CAE) or other higher educational institution
 - Other institution — please specify

- No, under 15 years. No more questions for this person
- Yes, 15 years or more. Continue to next question

- Still at primary or secondary school
- Did not go to school
- 14 years or younger
- 15 years
- 16 years
- 17 years
- 18 years
- 19 years or older

- No. Now go to 29
- Still at primary or secondary school. Now go to 29
- Still studying for first qualification. Now go to 29
- Yes, trade certificate or ticket
- Yes, other qualification

Full name of qualification

.....

.....

Field of study

.....

.....

Name of institution

.....

.....

Person 6

- No. Now go to 22
- Yes, full-time student
- Yes, part-time student

- Pre-school
 - Infants/Primary school**
 - Government
 - Non-Government
 - Secondary school**
 - Government
 - Non-Government
 - Tertiary institution**
 - Technical and Further Education (TAFE) College
 - University, College of Advanced Education (CAE) or other higher educational institution
 - Other institution — please specify

- No, under 15 years. No more questions for this person
- Yes, 15 years or more. Continue to next question

- Still at primary or secondary school
- Did not go to school
- 14 years or younger
- 15 years
- 16 years
- 17 years
- 18 years
- 19 years or older

- No. Now go to 29
- Still at primary or secondary school. Now go to 29
- Still studying for first qualification. Now go to 29
- Yes, trade certificate or ticket
- Yes, other qualification

Full name of qualification

.....

.....

Field of study

.....

.....

Name of institution

.....

.....

Person 1

Person 2

28 In which year did the person complete that qualification?

- | | |
|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> Before 1971 | <input type="checkbox"/> Before 1971 |
| <input type="checkbox"/> 1971-1975 | <input type="checkbox"/> 1971-1975 |
| <input type="checkbox"/> 1976-1980 | <input type="checkbox"/> 1976-1980 |
| <input type="checkbox"/> 1981-1985 | <input type="checkbox"/> 1981-1985 |
| <input type="checkbox"/> 1986-1987 | <input type="checkbox"/> 1986-1987 |
| <input type="checkbox"/> 1988-1989 | <input type="checkbox"/> 1988-1989 |
| <input type="checkbox"/> 1990-1991 | <input type="checkbox"/> 1990-1991 |

29 What is the gross income (including pensions and allowances) that the person usually receives each week from all sources?

- | | |
|--|--|
| <ul style="list-style-type: none"> • Count all income including: family allowance family allowance supplement pensions unemployment benefits student allowance maintenance (child support) worker's compensation superannuation wages salary overtime dividends rents received business or farm income (less expenses of operation) interest received. | <ul style="list-style-type: none"> • Do not deduct: tax superannuation health insurance. |
|--|--|

- | | |
|--|--|
| <input type="checkbox"/> Less than \$58 per week (Less than \$3,001 per year) | <input type="checkbox"/> Less than \$58 per week (Less than \$3,001 per year) |
| <input type="checkbox"/> \$58 to \$96 per week (\$3,001 to \$5,000 per year) | <input type="checkbox"/> \$58 to \$96 per week (\$3,001 to \$5,000 per year) |
| <input type="checkbox"/> \$97 to \$154 per week (\$5,001 to \$8,000 per year) | <input type="checkbox"/> \$97 to \$154 per week (\$5,001 to \$8,000 per year) |
| <input type="checkbox"/> \$155 to \$230 per week (\$8,001 to \$12,000 per year) | <input type="checkbox"/> \$155 to \$230 per week (\$8,001 to \$12,000 per year) |
| <input type="checkbox"/> \$231 to \$308 per week (\$12,001 to \$16,000 per year) | <input type="checkbox"/> \$231 to \$308 per week (\$12,001 to \$16,000 pr. year) |
| <input type="checkbox"/> \$309 to \$385 per week (\$16,001 to \$20,000 per year) | <input type="checkbox"/> \$309 to \$385 per week (\$16,001 to \$20,000 per year) |
| <input type="checkbox"/> \$386 to \$481 per week (\$20,001 to \$25,000 per year) | <input type="checkbox"/> \$386 to \$481 per week (\$20,001 to \$25,000 per year) |
| <input type="checkbox"/> \$482 to \$577 per week (\$25,001 to \$30,000 per year) | <input type="checkbox"/> \$482 to \$577 per week (\$25,001 to \$30,000 per year) |
| <input type="checkbox"/> \$578 to \$673 per week (\$30,001 to \$35,000 per year) | <input type="checkbox"/> \$578 to \$673 per week (\$30,001 to \$35,000 per year) |
| <input type="checkbox"/> \$674 to \$769 per week (\$35,001 to \$40,000 per year) | <input type="checkbox"/> \$674 to \$769 per week (\$35,001 to \$40,000 per year) |
| <input type="checkbox"/> \$770 to \$961 per week (\$40,001 to \$50,000 per year) | <input type="checkbox"/> \$770 to \$961 per week (\$40,001 to \$50,000 per year) |
| <input type="checkbox"/> \$962 to \$1,154 per week (\$50,001 to \$60,000 per year) | <input type="checkbox"/> \$962 to \$1,154 per week (\$50,001 to \$60,000 per year) |
| <input type="checkbox"/> \$1,155 to \$1,346 per week (\$60,001 to \$70,000 per year) | <input type="checkbox"/> \$1,155 to \$1,346 per week (\$60,001 to \$70,000 per year) |
| <input type="checkbox"/> More than \$1,346 per week (More than \$70,000 per year) | <input type="checkbox"/> More than \$1,346 per week (More than \$70,000 per year) |

30 Last week, did the person have a full-time or part-time job of any kind?

- | | |
|--|--|
| <input type="checkbox"/> Yes, worked for payment or profit. Now go to 32 | <input type="checkbox"/> Yes, worked for payment or profit. Now go to 32 |
| <input type="checkbox"/> Yes, but absent on holidays, on sick leave, on strike or temporarily stood down. Now go to 32 | <input type="checkbox"/> Yes, but absent on holidays, on sick leave, on strike or temporarily stood down. Now go to 32 |
| <input type="checkbox"/> Yes, unpaid work in a family business. Now go to 32 | <input type="checkbox"/> Yes, unpaid work in a family business. Now go to 32 |
| <input type="checkbox"/> Yes, other unpaid work | <input type="checkbox"/> Yes, other unpaid work |
| <input type="checkbox"/> No, did not have job | <input type="checkbox"/> No, did not have job |

31 Did the person actively look for work at any time in the last 4 weeks?

- Actively looking for work means checking or being registered with the Commonwealth Employment Service; writing, telephoning or applying in person to an employer for work; or advertising for work.

- | | |
|---|---|
| <input type="checkbox"/> No, did not look for work. Now go to 40 | <input type="checkbox"/> No, did not look for work. Now go to 40 |
| <input type="checkbox"/> Yes, looked for full-time work. Now go to 40 | <input type="checkbox"/> Yes, looked for full-time work. Now go to 40 |
| <input type="checkbox"/> Yes, looked for part-time work. Now go to 40 | <input type="checkbox"/> Yes, looked for part-time work. Now go to 40 |

32 In the main job held last week, was the person:

- Mark one box only.
- If the person had more than one job last week then 'main job' refers to the job in which the person usually works the most hours.

- | | |
|--|--|
| <input type="checkbox"/> A wage or salary earner? | <input type="checkbox"/> A wage or salary earner? |
| <input type="checkbox"/> Conducting own business but not employing others? | <input type="checkbox"/> Conducting own business but not employing others? |
| <input type="checkbox"/> Conducting own business and employing others? | <input type="checkbox"/> Conducting own business and employing others? |
| <input type="checkbox"/> A helper not receiving wages or salary? | <input type="checkbox"/> A helper not receiving wages or salary? |

Person 3

Person 4

Person 5

Person 6

- () Before 1971
- () 1971-1975
- () 1976-1980
- () 1981-1985
- () 1986-1987
- () 1988-1989
- () 1990-1991

- () Before 1971
- () 1971-1975
- () 1976-1980
- () 1981-1985
- () 1986-1987
- () 1988-1989
- () 1990-1991

- () Before 1971
- () 1971-1975
- () 1976-1980
- () 1981-1985
- () 1986-1987
- () 1988-1989
- () 1990-1991

- () Before 1971
- () 1971-1975
- () 1976-1980
- () 1981-1985
- () 1986-1987
- () 1988-1989
- () 1990-1991

- () Less than \$58 per week
(Less than \$3,001 per year)
- () \$58 to \$96 per week
(\$3,001 to \$5,000 per year)
- () \$97 to \$154 per week
(\$5,001 to \$8,000 per year)
- () \$155 to \$230 per week
(\$8,001 to \$12,000 per year)
- () \$231 to \$308 per week
(\$12,001 to \$16,000 per year)
- () \$309 to \$385 per week
(\$16,001 to \$20,000 per year)
- () \$386 to \$481 per week
(\$20,001 to \$25,000 per year)
- () \$482 to \$577 per week
(\$25,001 to \$30,000 per year)
- () \$578 to \$673 per week
(\$30,001 to \$35,000 per year)
- () \$674 to \$769 per week
(\$35,001 to \$40,000 per year)
- () \$770 to \$961 per week
(\$40,001 to \$50,000 per year)
- () \$962 to \$1,154 per week
(\$50,001 to \$60,000 per year)
- () \$1,155 to \$1,346 per week
(\$60,001 to \$70,000 per year)
- () More than \$1,346 per week
(More than \$70,000 per year)

- () Less than \$58 per week
(Less than \$3,001 per year)
- () \$58 to \$96 per week
(\$3,001 to \$5,000 per year)
- () \$97 to \$154 per week
(\$5,001 to \$8,000 per year)
- () \$155 to \$230 per week
(\$8,001 to \$12,000 per year)
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- () \$770 to \$961 per week
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- () \$962 to \$1,154 per week
(\$50,001 to \$60,000 per year)
- () \$1,155 to \$1,346 per week
(\$60,001 to \$70,000 per year)
- () More than \$1,346 per week
(More than \$70,000 per year)

- () Less than \$58 per week
(Less than \$3,001 per year)
- () \$58 to \$96 per week
(\$3,001 to \$5,000 per year)
- () \$97 to \$154 per week
(\$5,001 to \$8,000 per year)
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- () \$578 to \$673 per week
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- () \$674 to \$769 per week
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(\$50,001 to \$60,000 per year)
- () \$1,155 to \$1,346 per week
(\$60,001 to \$70,000 per year)
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- () Less than \$58 per week
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- () \$962 to \$1,154 per week
(\$50,001 to \$60,000 per year)
- () \$1,155 to \$1,346 per week
(\$60,001 to \$70,000 per year)
- () More than \$1,346 per week
(More than \$70,000 per year)

- () Yes, worked for payment or profit. **Now go to 32**
- () Yes, but absent on holidays, on sick leave, on strike or temporarily stood down. **Now go to 32**
- () Yes, unpaid work in a family business. **Now go to 32**
- () Yes, other unpaid work
- () No, did not have a job

- () Yes, worked for payment or profit. **Now go to 32**
- () Yes, but absent on holidays, on sick leave, on strike or temporarily stood down. **Now go to 32**
- () Yes, unpaid work in a family business. **Now go to 32**
- () Yes, other unpaid work
- () No, did not have a job

- () Yes, worked for payment or profit. **Now go to 32**
- () Yes, but absent on holidays, on sick leave, on strike or temporarily stood down. **Now go to 32**
- () Yes, unpaid work in a family business. **Now go to 32**
- () Yes, other unpaid work
- () No, did not have a job

- () Yes, worked for payment or profit. **Now go to 32**
- () Yes, but absent on holidays, on sick leave, on strike or temporarily stood down. **Now go to 32**
- () Yes, unpaid work in a family business. **Now go to 32**
- () Yes, other unpaid work
- () No, did not have a job

- () No, did not look for work. **Now go to 40**
- () Yes, looked for full-time work. **Now go to 40**
- () Yes, looked for part-time work. **Now go to 40**

- () No, did not look for work. **Now go to 40**
- () Yes, looked for full-time work. **Now go to 40**
- () Yes, looked for part-time work. **Now go to 40**

- () No, did not look for work. **Now go to 40**
- () Yes, looked for full-time work. **Now go to 40**
- () Yes, looked for part-time work. **Now go to 40**

- () No, did not look for work. **Now go to 40**
- () Yes, looked for full-time work. **Now go to 40**
- () Yes, looked for part-time work. **Now go to 40**

- () A wage or salary earner?
- () Conducting own business but not employing others?
- () Conducting own business and employing others?
- () A helper not receiving wages or salary?

- () A wage or salary earner?
- () Conducting own business but not employing others?
- () Conducting own business and employing others?
- () A helper not receiving wages or salary?

- () A wage or salary earner?
- () Conducting own business but not employing others?
- () Conducting own business and employing others?
- () A helper not receiving wages or salary?

- () A wage or salary earner?
- () Conducting own business but not employing others?
- () Conducting own business and employing others?
- () A helper not receiving wages or salary?



Person 1

Person 2

33 In the main job held last week, how many hours did the person work?

- Subtract any time off, add any overtime or extra time worked.

- () None
() 1-15 hours
() 16-24 hours
() 25-34 hours
() 35-39 hours
() 40 hours
() 41-48 hours
() 49 hours or more

- () None
() 1-15 hours
() 16-24 hours
() 25-34 hours
() 35-39 hours
() 40 hours
() 41-48 hours
() 49 hours or more

34 In the main job held last week, what was the person's occupation?

- Give full title.
• For example, Accounts Clerk, Civil Engineering Draftsman, Fast Foods Cook, Floor Tiler, Extruding Machine Operator.
• For public servants, state official designation as well as occupation.
• For armed services personnel, state rank as well as occupation.

Occupation

Dotted lines for occupation input

Occupation

Dotted lines for occupation input

35 What are the main tasks that the person himself/herself usually performs in that occupation?

- Describe as fully as possible.
• For example, recording accounts, preparing drawings for dam construction, cooking hamburgers and chips, fixing cork tiles, operating plastic extruding machine.

Tasks or duties

Dotted lines for tasks or duties input

Tasks or duties

Dotted lines for tasks or duties input

36 For the main job held last week, what was the employer's trading name?

- For self-employed persons, print name of business.
• For government employees, print full name of Department and Division, Branch or Section.
• For teachers, print name of school.

Business or trading name

Dotted lines for business or trading name input

Business or trading name

Dotted lines for business or trading name input

Division, Branch or Section (if any)

Dotted lines for division, branch or section input

Division, Branch or Section (if any)

Dotted lines for division, branch or section input

37 For the main job held last week, what was the employer's workplace address?

- For persons with no fixed place of work, provide address of depot or office.

Street no. and name

Dotted lines for street no. and name input

Street no. and name

Dotted lines for street no. and name input

Suburb or rural locality

Dotted lines for suburb or rural locality input

Suburb or rural locality

Dotted lines for suburb or rural locality input

City or town

Dotted lines for city or town input

City or town

Dotted lines for city or town input

State

Dotted lines for state input

Postcode

Dotted lines for postcode input

State

Dotted lines for state input

Postcode

Dotted lines for postcode input

38 What kind of industry, business or service is carried out by the employer at that address?

- Describe as fully as possible, using two words or more, for example, dairy farming, footwear manufacturing.

Industry, business or service of employer

Dotted lines for industry, business or service of employer input

Industry, business or service of employer

Dotted lines for industry, business or service of employer input

Person 3

- None
- 1-15 hours
- 16-24 hours
- 25-34 hours
- 35-39 hours
- 40 hours
- 41-48 hours
- 49 hours or more

Occupation

.....

.....

.....

.....

Tasks or duties

.....

.....

.....

.....

Business or trading name

.....

.....

Division, Branch or Section (if any)

.....

Street no. and name

.....

Suburb or rural locality

.....

City or town

.....

State

Postcode

.....

.....

Industry, business or service of employer

.....

.....

.....

.....

Person 4

- None
- 1-15 hours
- 16-24 hours
- 25-34 hours
- 35-39 hours
- 40 hours
- 41-48 hours
- 49 hours or more

Occupation

.....

.....

.....

.....

Tasks or duties

.....

.....

.....

.....

Business or trading name

.....

.....

Division, Branch or Section (if any)

.....

Street no. and name

.....

Suburb or rural locality

.....

City or town

.....

State

Postcode

.....

.....

Industry, business or service of employer

.....

.....

.....

.....

Person 5

- None
- 1-15 hours
- 16-24 hours
- 25-34 hours
- 35-39 hours
- 40 hours
- 41-48 hours
- 49 hours or more

Occupation

.....

.....

.....

.....

Tasks or duties

.....

.....

.....

.....

Business or trading name

.....

.....

Division, Branch or Section (if any)

.....

Street no. and name

.....

Suburb or rural locality

.....

City or town

.....

State

Postcode

.....

.....

Industry, business or service of employer

.....

.....

.....

.....

Person 6

- None
- 1-15 hours
- 16-24 hours
- 25-34 hours
- 35-39 hours
- 40 hours
- 41-48 hours
- 49 hours or more

Occupation

.....

.....

.....

.....

Tasks or duties

.....

.....

.....

.....

Business or trading name

.....

.....

Division, Branch or Section (if any)

.....

Street no. and name

.....

Suburb or rural locality

.....

City or town

.....

State

Postcode

.....

.....

Industry, business or service of employer

.....

.....

.....

.....



39 How did the person get to work on Tuesday, 6 August 1991?

• If the person uses more than one method of travel to work, mark all relevant boxes.

- | Person 1 | Person 2 |
|---|---|
| <input type="checkbox"/> Train | <input type="checkbox"/> Train |
| <input type="checkbox"/> Bus | <input type="checkbox"/> Bus |
| <input type="checkbox"/> Ferry or tram | <input type="checkbox"/> Ferry or tram |
| <input type="checkbox"/> Taxi | <input type="checkbox"/> Taxi |
| <input type="checkbox"/> Car — as driver | <input type="checkbox"/> Car — as driver |
| <input type="checkbox"/> Car — as passenger | <input type="checkbox"/> Car — as passenger |
| <input type="checkbox"/> Motorbike or motor scooter | <input type="checkbox"/> Motorbike or motor scooter |
| <input type="checkbox"/> Bicycle | <input type="checkbox"/> Bicycle |
| <input type="checkbox"/> Walked only | <input type="checkbox"/> Walked only |
| <input type="checkbox"/> Worked at home | <input type="checkbox"/> Worked at home |
| <input type="checkbox"/> Other | <input type="checkbox"/> Other |
| <input type="checkbox"/> Did not go to work | <input type="checkbox"/> Did not go to work |

Please answer the following questions about this dwelling

40 How many registered motor vehicles owned or used by members of this household were garaged or parked at or near this dwelling on the night of Tuesday, 6 August 1991?

• Exclude motor bikes, motor scooters, tractors.
• Include company vehicles kept at home.

- None
- 1 motor vehicle
- 2 motor vehicles
- 3 motor vehicles
- 4 motor vehicles or more

41 How many bedrooms are there in this dwelling?

- None or 1 bedroom
- 2 bedrooms
- 3 bedrooms
- 4 bedrooms
- 5 bedrooms or more

42 Is this dwelling rented by you or any usual member of this household?

- No
- Yes

To whom is rent paid?

- NSW Department of Housing
- Other government agency
- Other

What is the weekly rent?

- Less than \$48
- \$48-\$77
- \$78-\$107
- \$108-\$137
- \$138-\$167
- \$168-\$197
- \$198-\$227
- \$228-\$267
- \$268-\$307
- \$308-\$347
- \$348-\$397
- \$398-\$447
- \$448-\$497
- More than \$497

Is the dwelling rented furnished or unfurnished?

- Furnished
- Unfurnished

→ Now go to 43

Is the dwelling owned (or being bought) by you or any usual member of this household?

- Yes, owned (paid off).
Now go to 43
- Yes, being bought
- No. Now go to 43

**If being bought:
What monthly payment or average monthly payment is being made on the loan(s) for this dwelling?**

- Less than \$201
- \$201-\$300
- \$301-\$400
- \$401-\$475
- \$476-\$550
- \$551-\$625
- \$626-\$700
- \$701-\$775
- \$776-\$850
- \$851-\$925
- \$926-\$1,000
- \$1,001-\$1,200
- \$1,201-\$1,400
- More than \$1,400

→ Now go to 43

Person 3

- Train
- Bus
- Ferry or tram
- Taxi
- Car — as driver
- Car — as passenger
- Motorbike or motor scooter
- Bicycle
- Walked only
- Worked at home
- Other
- Did not go to work

Person 4

- Train
- Bus
- Ferry or tram
- Taxi
- Car — as driver
- Car — as passenger
- Motorbike or motor scooter
- Bicycle
- Walked only
- Worked at home
- Other
- Did not go to work

Person 5

- Train
- Bus
- Ferry or tram
- Taxi
- Car — as driver
- Car — as passenger
- Motorbike or motor scooter
- Bicycle
- Walked only
- Worked at home
- Other
- Did not go to work

Person 6

- Train
- Bus
- Ferry or tram
- Taxi
- Car — as driver
- Car — as passenger
- Motorbike or motor scooter
- Bicycle
- Walked only
- Worked at home
- Other
- Did not go to work

Please answer the following questions about this dwelling

43 Are there any persons who usually live in this household who were absent on the night of Tuesday, 6 August 1991?

- No — please sign below
- Yes — please complete one separate column for each person absent

Name of each person who usually lives in this household but was not here on the night of Tuesday, 6 August 1991

Christian or given name

Surname

Christian or given name

Surname

Christian or given name

Surname

Sex

Mark one box for each person absent.

- Male
- Female

- Male
- Female

- Male
- Female

Age last birthday

- 0-14 years
- 15-24 years
- 25 years or more

- 0-14 years
- 15-24 years
- 25 years or more

- 0-14 years
- 15-24 years
- 25 years or more

What is each person's relationship to Person 1 (as listed on page 1)?

- Husband or wife
- De facto partner
- Child
- Unrelated flatmate/co-tenant
- Other relationship — please specify

- Husband or wife
- De facto partner
- Child
- Unrelated flatmate/co-tenant
- Other relationship — please specify

- Husband or wife
- De facto partner
- Child
- Unrelated flatmate/co-tenant
- Other relationship — please specify

What is each person's present marital status?

- Never married
- Married
- Separated but not divorced
- Divorced
- Widowed

- Never married
- Married
- Separated but not divorced
- Divorced
- Widowed

- Never married
- Married
- Separated but not divorced
- Divorced
- Widowed

Is the person a full-time student?

- Yes, full-time
- No

- Yes, full-time
- No

- Yes, full-time
- No

Finished?

Please check you have not missed any pages or questions and sign here.

Signature

Date

Thank you for your co-operation. Australian Statistician



Collector's Use Only

CD Indicative

State	NSW
Div	
Subdiv	
CD	

Record No. (RNO)

(0) (0) (0)
(1) (1) (1)
(2) (2) (2)
(3) (3) (3)
(4) (4) (4)
(5) (5) (5)
(6) (6) (6)
(7) (7) (7)
(8) (8) (8)
(9) (9) (9)

Dwelling Structure

Separate house

Semi-detached, row or terrace house, townhouse etc.

1 storey

2 or more storeys

Flat or apartment

In a 1 or 2 storey block

In a 3 storey block

In a 4 or more storey block

Attached to a house

Caravan, tent, cabin etc. in caravan park

Caravan not in caravan park, houseboat etc.

Improvised home, campers out

House or flat attached to a shop, office etc.

Caravan Parks and Marinas Only

Summary

Form No. (SFNO)

Household No. (CNO)

Total Males

Total Females

(0)
(1) (1)
(2) (2)
(3) (3)
(4) (4)
(5)
(6)
(7)
(8)
(9)

(0)
(1) (1)
(2) (2)
(3) (3)
(4) (4)
(5)
(6)
(7)
(8)
(9)

(0)
(1) (1)
(2) (2)
(3) (3)
(4) (4)
(5) (5)
(6) (6)
(7) (7)
(8) (8)
(9) (9)

(0)
(1) (1)
(2) (2)
(3) (3)
(4) (4)
(5) (5)
(6) (6)
(7) (7)
(8) (8)
(9)

DF

<input type="checkbox"/> NC
<input type="checkbox"/> R
<input type="checkbox"/> MB
<input type="checkbox"/> U
<input type="checkbox"/> O

Office Use Only

MF

TF

(1)
(2)
(3)

(1)



• ***Is there something you need to know about the Census that isn't in this dictionary?***

• ***Do you have any suggestions for entries in future editions?***

We are interested in your comments and suggestions.

Tell us what you think about the 1991 Census Dictionary. We would like to hear from you. Your comments and suggestions will be used to improve later editions so that they can be clearer, more relevant and easier to use.

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Fill in this form overleaf. Then, simply detach it, fold it and mail it. This form is self-addressed.

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Adelaide,	SA	(09) 323 5158
Hobart,	TAS	(002) 20 5811
Darwin,	NT	(089) 81 5222
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1991 CENSUS DICTIONARY



NEW ENTRIES

CURRENT ENTRIES THAT ARE UNCLEAR OR INADEQUATE

GENERAL SUGGESTIONS

(Optional)

Name :

Contact Telephone Number :

Thank You For Your Assistance.

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