

1990 No. 326 (S.32)

CENSUS

The Census (Scotland) Regulations 1990

<i>Made</i>	- - - -	<i>21st February 1990</i>
<i>Laid before Parliament</i>		<i>8th March 1990</i>
<i>Coming into force</i>		<i>29th March 1990</i>

The Secretary of State, in exercise of powers conferred upon him by section 3(1) of the Census Act 1920(a), and of all other powers enabling him in that behalf, hereby makes the following Regulations:

Citation, commencement and extent

1. These Regulations may be cited as the Census (Scotland) Regulations 1990, shall come into force on 29th March 1990 and shall extend to Scotland only.

Interpretation

2.—(1) In these Regulations, unless the context otherwise requires—

“the Act” means the Census Act 1920;

“assistant census officer” means an officer appointed under regulation 4(1)(c);

“the census” means the census directed to be taken by the Census Order 1990(b) (hereinafter referred to as “the Census Order”);

“census area manager” means an officer appointed under regulation 4(1)(a);

“census day” means 21st April 1991;

“census district” means a district so referred to in regulation 3;

“census officer” means an officer appointed under regulation 4(1)(b);

“enumeration district” means a district so referred to in regulation 3;

“enumerator” means an officer appointed as such under regulation 4(1)(d);

“officer” means a person appointed under regulation 4;

“prescribed person” means a person required by the Census Order to make a return;

“Registrar General” means the Registrar General of Births, Deaths and Marriages for Scotland.

(2) In these Regulations, a reference to a form, where it is followed immediately by an identifying letter, is a reference to the form of return which is identified by that letter and which is set out in Schedule 3.

(3) Unless the context otherwise requires, in these Regulations a reference to a numbered regulation or Schedule is a reference to the regulation or Schedule in these Regulations bearing that number, and a reference in a regulation to a numbered paragraph is a reference to the paragraph of that regulation bearing that number.

(a) 1920 c.41; section 3(1) was amended by virtue of the Rating and Valuation Act 1925 (c.90), section 62(3) and S.I. 1968/1699.

(b) S.I. 1990/243.

Census districts and enumeration districts

3.—(1) For the purpose of the census, the Registrar General shall divide Scotland into census districts and shall divide each census district into enumeration districts.

(2) The Registrar General may designate any number of adjoining census districts as a census area.

Appointment of officers

4.—(1) For the purpose of the census—

- (a) the Registrar General may appoint a census area manager for any census area designated under regulation 3(2);
- (b) the Registrar General or the census area manager may appoint a census officer for each census district;
- (c) the Registrar General, the census area manager or the census officer may appoint for a census district such number of assistant census officers, not exceeding 5 in any census district, as the Registrar General may specify as being necessary for that census district;
- (d) the Registrar General, the census area manager or the census officer may appoint—
 - (i) an enumerator for each enumeration district, and
 - (ii) such other persons as may be necessary for taking the census.

(2) The officers appointed under this regulation shall perform the duties assigned to them under the Act and by these Regulations.

Undertaking

5. Every officer shall complete the form of undertaking set out in Schedule 1 before he performs any of the duties assigned to him under the Act and by these Regulations.

Forms of return

6. The form of return to be made by a prescribed person mentioned in column (1) of Schedule 2, or by any person making a return on behalf of a prescribed person under article 5(4) or (5) of the Census Order, shall be the form which has the title specified in the corresponding entry in column (2) of that Schedule, and which is set out under that title in Schedule 3; and any such person shall comply with the instructions contained in that form.

Supply of forms and other documents for enumerators

7.—(1) The Registrar General shall issue to every census officer a sufficient number of enumeration record books, forms of return and such other forms or documents as may be necessary for the purpose of the census.

(2) Every census officer shall supply to every enumerator appointed to act for an enumeration district within his census district an enumeration record book for the enumeration district for which he has been appointed, a sufficient number of forms of return and such other forms or documents as may be necessary for the purpose of the census.

Delivery of forms of return

8.—(1) The enumerator shall deliver forms of return on 12th April 1991 or as soon thereafter as is reasonably practicable, as follows—

- (a) form H to the head or joint heads, or the person or persons for the time being acting as head or joint heads, of each private household occupying a dwelling or part of a dwelling mentioned in Group I in Schedule 1 to the Census Order or, where there is no head or acting head and there are no joint heads or acting joint heads of that household, to a member of that household who is aged 16 years or over or, where that household consists of one person, to that person;
- (b) the number of forms L and I which the enumerator estimates is likely to be necessary for the purpose of the census to the manager, chief resident officer or other person for the time being in charge of any premises mentioned in Group II or III in Schedule 1 to the Census Order and to the commanding officer or other person for the time being in charge of any premises mentioned in Group IV in that Schedule.

(2) The duty assigned to the enumerator by paragraph (1) to deliver a form of return shall be satisfied—

- (a) if he hands it to the appropriate person mentioned in paragraph (1) or to a responsible person claiming to act on behalf of that person, or
- (b) where no appropriate or responsible person is available, if he leaves it at the dwelling or premises referred to in paragraph (1).

(3) The Registrar General shall make arrangements for the delivery of —

- (a) forms L and I to the commanding officer or other person for the time being in charge of any vessel mentioned in Group IV in Schedule 1 to the Census Order and to the captain, master or other person for the time being in charge of any vessel mentioned in Group V in that Schedule;
- (b) form I to every person mentioned in Group VI in Schedule 1 to the Census Order.

(4) The person to whom forms of return are delivered under paragraph (1)(b) or (3)(a) shall deliver form I to every prescribed person on the premises or vessel who appears to him to be capable of completing the form.

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

Particulars to be obtained by enumerators

9. When the enumerator delivers form H in accordance with regulation 8(1)(a), he shall complete the panel on that form headed "Panel A".

Individual returns in private households

10.—(1) Any person who satisfies the conditions prescribed in article 5(3) of the Census Order and who elects to make an individual return ("the elector") or a person acting on his behalf may ask the enumerator to provide him with a separate form of return, but if the elector cannot for any reason obtain a form from the enumerator, he or a person acting on his behalf may apply to the census officer for such a form.

(2) The enumerator or census officer, as the case may be, shall issue to the elector, or to the person acting on his behalf, the appropriate form I and an envelope in which the completed form of return may be sealed before it is collected by the enumerator.

Sealed envelopes for returns from private households

11. Any person who is required by article 5(1) or (2) of the Census Order to make a return may ask the enumerator to provide him with an envelope in which the completed form of return may be sealed before it is collected by the enumerator, and the enumerator, if so asked, shall comply with any such request.

Information to be provided by persons in charge of premises or vessels

12.—(1) The manager, chief resident officer or other person for the time being in charge of any premises mentioned in Group II or III in Schedule 1 to the Census Order shall enter the name and address of the premises on every form of return made under article 5(4) of the Census Order by or with respect to any person in the premises.

(2) The commanding officer or other person for the time being in charge of any premises or vessel mentioned in Group IV in Schedule 1 to the Census Order, and the captain, master or other person for the time being in charge of any vessel mentioned in Group V in that Schedule, shall enter the name and address of the premises, or as the case may be the name of the vessel, on every form of return made under article 5(4) of the Census Order by or with respect to any person in the premises or vessel.

(3) The commanding officer or other person for the time being in charge of any vessel mentioned in Group IV in Schedule 1 to the Census Order shall enter the name of the vessel on every form of return made under article 5(6) of the Census Order.

Collection of returns

13.—(1) Where under regulation 8(4) forms I have been delivered to persons mentioned in article 5(4) of the Census Order, the person responsible for delivering the forms, or any person who has taken his place, shall collect the completed forms on the day after census day or as soon thereafter as is reasonably practicable.

(2) On the day after census day, or as soon thereafter as is reasonably practicable, the enumerator shall collect all forms of return delivered by him and all separate forms of return issued in accordance with regulation 10 to persons within his enumeration district.

(3) Subject to paragraphs (4) and (5), the enumerator shall examine each form of return which he has collected and satisfy himself that the entries thereon are properly and sufficiently made, and for that purpose he shall make all such inquiries of the persons concerned in completing the form, or of the persons with respect to whom the returns are made, as are reasonably necessary.

(4) The enumerator may open any envelope which was issued under regulation 10 to a person electing to make an individual return, unless that person has asked the enumerator not to open it, in which case the enumerator shall pass the envelope unopened to an assistant census officer or to the census officer.

(5) The enumerator shall not open any envelope which was issued under regulation 11 to a person making a return in respect of a private household and which is returned to him sealed, but shall instead pass the envelope unopened to an assistant census officer or to the census officer.

(6) An assistant census officer or the census officer may open any sealed envelope which has been passed to him from an enumerator in accordance with paragraph (4) or (5), and examine the form of return.

(7) If an assistant census officer or the census officer is not satisfied that the entries on a form of return are properly and sufficiently made, he may make all such inquiries of the persons concerned in completing the form, or of the persons with respect to whom the returns are made, as are reasonably necessary.

(8) The Registrar General shall make arrangements for the collection of completed forms of return made by persons on vessels mentioned in Groups IV and V in Schedule 1 to the Census Order and by persons in places mentioned in Group VI in that Schedule.

Further duties of enumerators, assistant census officers and census officers

14.—(1) As soon after census day as is reasonably practicable, the enumerator shall complete the enumeration record book and any sections which he is required to complete in the forms of return which he has collected.

(2) When directed to do so by the census officer, the enumerator shall deliver to the census officer or to an assistant census officer the enumeration record book, all forms of return which he has collected and any other written record of any nature in his possession which contains any personal information which has been acquired in connection with the census.

(3) When directed to do so by the census officer, the assistant census officer shall deliver to the census officer all enumeration record books, forms of return and any other written records of any nature in his possession which contains any personal information which has been acquired in connection with the census.

(4) When directed to do so by the Registrar General, the census officer shall send to the Registrar General all completed enumeration record books relating to the enumeration districts within his census district, all forms of return and other written records delivered to him by enumerators or assistant census officers and any other written record of any nature in his possession which contains any personal information which has been acquired in connection with the census.

Giving of information

15.—(1) Every prescribed person shall give to the enumerator such information as the enumerator may reasonably require for the performance of his duties under these Regulations.

(2) Every person in respect of whom it is the duty of a prescribed person to make a return shall give to that prescribed person such information as the prescribed person may reasonably

require for that purpose, and shall give to the enumerator, assistant census officer or census officer such information as that officer may reasonably require for the performance of his duties under these Regulations.

(3) A person to whom information is given pursuant to the Census Order and these Regulations shall not without lawful authority—

(a) make use of that information, or

(b) publish it or communicate it to any other person,
otherwise than for the purposes of the Act.

Safe custody of forms and documents

16. Any person having the custody, whether on his own behalf or on behalf of any other person, of any forms of return, enumeration record books or other documents containing confidential information relating to a census shall keep such forms, books and other documents in such manner as to prevent any unauthorised person having access to them.

Revocation

17. The Census (Scotland) Regulations 1980(a) are hereby revoked.

St. Andrew's House, Edinburgh
21st February 1990

Michael B. Forsyth
Parliamentary Under Secretary of State,
Scottish Office

(a) S.I. 1980/904.

Form of Undertaking to be given by Officers

I,
being a person appointed in accordance with the Census (Scotland) Regulations 1990 for the purpose of taking the census, hereby undertake and promise faithfully to perform the duties assigned to me under the Census Act 1920, and by the Census (Scotland) Regulations 1990 so far as applicable to me, and to fulfil all the obligations required of me under the Act and by those Regulations, and I hereby state that I have read and understood the provisions of section 8 of the Act (as amended by section 92(1) of and Schedule 3 to the Criminal Justice Act 1967(a) and sections 289F and 289G of the Criminal Procedure (Scotland) Act 1975(b) and of regulation 16 of those Regulations, copies of which have been supplied to me.

Signed

In the presence of

(a) 1967 c.80.
(b) 1975 c.21; sections 289F and 289G were inserted by the Criminal Justice Act 1982 (c.48), section 54; section 289G was amended by the Criminal Justice (Scotland) Act 1987 (c.41), section 66(1) and the Criminal Justice Act 1988 (c. 33), Schedule 15, paragraph 49 and is to be read with S.I. 1984/526.

SCHEDULE 2

Regulation 6

(1) <i>Prescribed persons</i>	(2) <i>Title of form</i>
(a) The head or joint heads, or the person or persons for the time being acting as head or joint heads of every private household, or where there is no head or acting head and there are no joint heads or acting joint heads of that household, the members of that household who are aged 16 years or over, or where the private household consists of one person, that person.	The form entitled "H form for Private Households".
(b) Any person mentioned in column (2) in Group II, III, IV, V or VI in Schedule 1 to the Census Order.	The form entitled "I form for making an individual return".
(c) Any person making an individual return in accordance with regulation 10.	The form entitled "I form for making an individual return".
(d) The manager, chief resident officer or other person for the time being in charge of any premises mentioned in Group II or III in Schedule 1 to the Census Order; the commanding officer or other person for the time being in charge of any premises or vessel mentioned in Group IV in that Schedule; and the captain, master or other person for the time being in charge of any vessel mentioned in Group V in that Schedule.	The form entitled "L form for Communal Establishments, HM Ships or other vessels".

SCHEDULE 3

Regulation 6

Forms of Return for 1991 Census



1991 Census Scotland

H form for Private Households

For office use 1
 2
 3

To the Head or Joint Heads or members of the Household aged 16 or over

Please read these instructions before filling in this form

Please complete this form for all members of the household, including children, and have it ready for collection on Monday 22nd April. Your census enumerator will call to collect it then or soon afterwards and will help you with the form if you have any difficulties. The enclosed leaflet explains why the Census is necessary and how the information is used.

Completion of the form is compulsory under the Census Act 1920. If you refuse to complete it, or give false information, you may have to pay a fine of up to £400.

Your answers will be treated in strict confidence and used only to produce statistics. Names and addresses will not be put into the computer; only the postcode will be entered. The forms will be kept securely within my Office and treated as confidential for 100 years. Anyone using or disclosing Census information improperly will be liable to prosecution. For example, it would be improper for you to pass on to someone else information which you had been given in confidence by a visitor to enable you to complete the Census form.

If any member of the household aged 16 or over does not wish you, or another member of the household, to see their information, please ask the enumerator for an individual form with an envelope.

After completing the form, please sign the declaration on the last page. Thank you for your co-operation.

G. M. Glennie

CM Glennie
Registrar General for Scotland
Ladywell House, Ladywell Road, Edinburgh EH12 7TF
Telephone: 031-316 4172

To be completed by the Enumerator

Census District	Enumeration District	Form Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Name <input type="text"/>		
Address <input type="text"/>		
Postcode <input type="text"/>		
		ABS <input type="checkbox"/>

Panel A

To be completed by the Enumerator and amended, if necessary, by the person(s) signing this form.

Tick one box to show the type of accommodation which this household occupies.

- A caravan or other mobile or temporary structure 1
- A whole house or bungalow that is 2
 detached 2
 semi-detached 3
 terraced (include end of terrace) 4
- The whole of a purpose built flat or maisonette 5
 in a commercial building (for example in an office building or hotel or over a shop) 5
 in a block of flats or tenement 6
- Part of a converted or shared house, bungalow or flat 7
 separate entrance into the building 7
 shared entrance into the building 8

A Household:

A household comprises either one person living alone or a group of people (not necessarily related) living at the same address with common housekeeping — that is, sharing at least one meal a day or sharing a living room or sitting room.

People staying temporarily with the household are included.

- ▶ If there is more than one household in this building, answer for your household only.
- ▶ First answer questions H1, HL and H2 on this page and H3 to H5 on the back page about your household and the rooms which it occupies.
- ▶ When you have answered the household questions, answer the questions on the inside pages about each member of your household.
- ▶ If a member of the household is completing an Individual form please still enter their name and answer questions 5 and 6 on this form.
- ▶ Then complete Panel B and Panel C on the back page.
- ▶ Answer each question by ticking the appropriate box or boxes where they are provided.
- ▶ Please use ink or ballpoint pen.

H1 Rooms

Please count the number of rooms your household has for its own use.

Do not count: small kitchens, under 2 metres (6 feet 6 inches) wide
bathrooms
toilets

Do count: living rooms
bedrooms
kitchens at least 2 metres (6 feet 6 inches) wide
all other rooms in your accommodation

The total number of rooms is

HL Floor level of household's living accommodation

Which is the lowest floor on which any of your household's living accommodation is situated?

- Basement B
 Tick box B or G or write number of floor
 Ground floor G
 Floor number

H2 Accommodation

If box 7 or box 8 in Panel A is ticked, tick one box below to show the type of accommodation which your household occupies.

- A one roomed flatlet with private bath or shower, WC and kitchen facilities. 1
- One room or bedsit, not self-contained (to move from your room to bathroom, WC or kitchen facilities you have to use a hall, landing or stairway open to other household(s)). 2
- A self-contained flat or accommodation with 2 or more rooms, having bath or shower, WC and kitchen facilities all behind its own private door. 3
- 2 or more rooms, not self-contained (to move between rooms or to bathroom, WC or kitchen facilities you have to use a hall, landing or stairway open to other household(s)). 4

Please turn to the back page and answer questions H3 to H5 ▶

1-3 Name, sex and date of birth of people to be included

Important: please read the notes before answering the questions.

In answering the rest of the questions please include:

- ▶ every person who spends census night (21-22 April) in this household, including anyone staying temporarily.
- ▶ any other people who are usually members of the household but on census night are absent on holiday, at school or college, or for any other reason, even if they are being included on another census form elsewhere.
- ▶ anyone who arrives here on Monday 22nd April who was in Great Britain on the Sunday and who has not been included as present on another census form.
- ▶ any newly born baby born before the 22nd April, even if still in hospital. If not yet given a name, write BABY and the surname.

Write the names in **BLOCK CAPITALS** starting with the head or a joint head of household.

4 Marital status

On the 21st April what is the person's marital status?

If separated but not divorced, please tick 'Married (first marriage)' or 'Re-married' as appropriate.

Please tick one box.

5 Relationship in household

Please tick the box which indicates the relationship of each person to the person in the first column.

A step child or adopted child should be included as the son or daughter of the step or adoptive parent.

Write in relationship of 'Other relative' — for example, father, daughter-in-law, niece, uncle, cousin.

Write in position in household of an 'Unrelated' person for example, boarder, housekeeper, friend, flatmate, foster child.

6 Whereabouts on night of 21-22 April 1991

Please tick the appropriate box to indicate where the person was on the night of 21-22 April 1991.

7 Usual address

If the person usually lives here, please tick 'This address'. If not, tick 'Elsewhere' and write in the person's usual address.

For students and children away from home during term time, the home address should be taken as the usual address.

For any person who lives away from home for part of the week, the home address should be taken as the usual address.

Any person who is not a permanent member of the household should be asked what he or she considers to be his or her usual address.

8 Term time address of students and schoolchildren

If not a student or schoolchild, please tick first box.

For a student or schoolchild who lives here during term time, tick 'This address'.

If he or she does not live here during term time, tick 'Elsewhere' and write in the current or most recent term time address.

Person No. 1

Name and surname

Sex Male 1
Female 2

Date of birth

Day Month Year

Single (never married) 1
Married (first marriage) 2
Re-married 3
Divorced 4
Widowed 5

Person No. 2

Name and surname

Sex Male 1
Female 2

Date of birth

Day Month Year

Single (never married) 1
Married (first marriage) 2
Re-married 3
Divorced 4
Widowed 5

Relationship to Person No.1

Husband or wife 1
Living together as a couple 2
Son or daughter 3
Other relative
please specify

Unrelated
please specify

At this address, out on night work or travelling to this address 0
Elsewhere in England, Scotland or Wales 1
Outside Great Britain 2

At this address, out on night work or travelling to this address 0
Elsewhere in England, Scotland or Wales 1
Outside Great Britain 2

This address 1
Elsewhere

If elsewhere, please write the person's usual address and postcode below in **BLOCK CAPITALS**

Post-code

This address 1
Elsewhere

If elsewhere, please write the person's usual address and postcode below in **BLOCK CAPITALS**

Post-code

Not a student or schoolchild
This address 1
Elsewhere

If elsewhere, please write the term time address and postcode below in **BLOCK CAPITALS**

Post-code

Not a student or schoolchild
This address 1
Elsewhere

If elsewhere, please write the term time address and postcode below in **BLOCK CAPITALS**

Post-code

<p>Single (never married) <input type="checkbox"/> 1 Married (first marriage) <input type="checkbox"/> 2 Re-married <input type="checkbox"/> 3 Divorced <input type="checkbox"/> 4 Widowed <input type="checkbox"/> 5</p>	<p>Single (never married) <input type="checkbox"/> 1 Married (first marriage) <input type="checkbox"/> 2 Re-married <input type="checkbox"/> 3 Divorced <input type="checkbox"/> 4 Widowed <input type="checkbox"/> 5</p>	<p>Single (never married) <input type="checkbox"/> 1 Married (first marriage) <input type="checkbox"/> 2 Re-married <input type="checkbox"/> 3 Divorced <input type="checkbox"/> 4 Widowed <input type="checkbox"/> 5</p>	<p>Single (never married) <input type="checkbox"/> 1 Married (first marriage) <input type="checkbox"/> 2 Re-married <input type="checkbox"/> 3 Divorced <input type="checkbox"/> 4 Widowed <input type="checkbox"/> 5</p>
<p>Relationship to Person No.1</p> <p>Husband or wife <input type="checkbox"/> 1 Living together as a couple <input type="checkbox"/> 2 Son or daughter <input type="checkbox"/> 3 Other relative <input type="checkbox"/> <i>please specify</i></p> <p><input type="text"/></p> <p><input type="text"/></p> <p>Unrelated <input type="checkbox"/> <i>please specify</i></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>Relationship to Person No.1</p> <p>Husband or wife <input type="checkbox"/> 1 Living together as a couple <input type="checkbox"/> 2 Son or daughter <input type="checkbox"/> 3 Other relative <input type="checkbox"/> <i>please specify</i></p> <p><input type="text"/></p> <p><input type="text"/></p> <p>Unrelated <input type="checkbox"/> <i>please specify</i></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>Relationship to Person No.1</p> <p>Husband or wife <input type="checkbox"/> 1 Living together as a couple <input type="checkbox"/> 2 Son or daughter <input type="checkbox"/> 3 Other relative <input type="checkbox"/> <i>please specify</i></p> <p><input type="text"/></p> <p><input type="text"/></p> <p>Unrelated <input type="checkbox"/> <i>please specify</i></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>Relationship to Person No.1</p> <p>Husband or wife <input type="checkbox"/> 1 Living together as a couple <input type="checkbox"/> 2 Son or daughter <input type="checkbox"/> 3 Other relative <input type="checkbox"/> <i>please specify</i></p> <p><input type="text"/></p> <p><input type="text"/></p> <p>Unrelated <input type="checkbox"/> <i>please specify</i></p> <p><input type="text"/></p> <p><input type="text"/></p>
<p>At this address, out on night work or travelling to this address <input type="checkbox"/> 0 Elsewhere in England, Scotland or Wales <input type="checkbox"/> 1 Outside Great Britain <input type="checkbox"/> 2</p>	<p>At this address, out on night work or travelling to this address <input type="checkbox"/> 0 Elsewhere in England, Scotland or Wales <input type="checkbox"/> 1 Outside Great Britain <input type="checkbox"/> 2</p>	<p>At this address, out on night work or travelling to this address <input type="checkbox"/> 0 Elsewhere in England, Scotland or Wales <input type="checkbox"/> 1 Outside Great Britain <input type="checkbox"/> 2</p>	<p>At this address, out on night work or travelling to this address <input type="checkbox"/> 0 Elsewhere in England, Scotland or Wales <input type="checkbox"/> 1 Outside Great Britain <input type="checkbox"/> 2</p>
<p>This address <input type="checkbox"/> 1 Elsewhere <input type="checkbox"/></p> <p>If elsewhere, please write the person's usual address and postcode below in BLOCK CAPITALS</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p>Post-code <input type="text"/></p>	<p>This address <input type="checkbox"/> 1 Elsewhere <input type="checkbox"/></p> <p>If elsewhere, please write the person's usual address and postcode below in BLOCK CAPITALS</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p>Post-code <input type="text"/></p>	<p>This address <input type="checkbox"/> 1 Elsewhere <input type="checkbox"/></p> <p>If elsewhere, please write the person's usual address and postcode below in BLOCK CAPITALS</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p>Post-code <input type="text"/></p>	<p>This address <input type="checkbox"/> 1 Elsewhere <input type="checkbox"/></p> <p>If elsewhere, please write the person's usual address and postcode below in BLOCK CAPITALS</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p>Post-code <input type="text"/></p>
<p>Not a student or schoolchild <input type="checkbox"/> This address <input type="checkbox"/> 1 Elsewhere <input type="checkbox"/></p> <p>If elsewhere, please write the term time address and postcode below in BLOCK CAPITALS</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p>Post-code <input type="text"/></p>	<p>Not a student or schoolchild <input type="checkbox"/> This address <input type="checkbox"/> 1 Elsewhere <input type="checkbox"/></p> <p>If elsewhere, please write the term time address and postcode below in BLOCK CAPITALS</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p>Post-code <input type="text"/></p>	<p>Not a student or schoolchild <input type="checkbox"/> This address <input type="checkbox"/> 1 Elsewhere <input type="checkbox"/></p> <p>If elsewhere, please write the term time address and postcode below in BLOCK CAPITALS</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p>Post-code <input type="text"/></p>	<p>Not a student or schoolchild <input type="checkbox"/> This address <input type="checkbox"/> 1 Elsewhere <input type="checkbox"/></p> <p>If elsewhere, please write the term time address and postcode below in BLOCK CAPITALS</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p>Post-code <input type="text"/></p>

Please turn over ►

9

Usual address one year ago

If the person's usual address one year ago (on the 21st April 1990) was the same as his or her current usual address (given in answer to question 7), please tick 'Same'. If not, tick 'Different' and write in the usual address one year ago.

If everyone on the form has moved from the same address, please write the address in full for the first person and indicate with an arrow that this applies to the other people on the form.

For a child born since the 21st April 1990, tick the 'Child under one' box.

Same as question 7 1Different Child under one 3

If different, please write the person's address and postcode on the 21st April 1990 below in **BLOCK CAPITALS**

Post-code

--	--	--	--	--	--	--	--	--	--

10

Country of birth

Please tick the appropriate box.

If the 'Elsewhere' box is ticked, please write in the present name of the country in which the birthplace is now situated.

England 1Scotland 2Wales 3Northern Ireland 4Irish Republic 5Elsewhere

If elsewhere, please write in the present name of the country

11

Ethnic group

Please tick the appropriate box.

If the person is descended from more than one ethnic or racial group, please tick the group to which the person considers he/she belongs, or tick the 'Any other ethnic group' box and describe the person's ancestry in the space provided.

White 0Black-Caribbean 1Black-African 2Black-Other
please describe

Indian 3Pakistani 4Bangladeshi 5Chinese 6Any other ethnic group
please describe

Same as question 7 1Different Child under one 3

If different, please write the person's address and postcode on the 21st April 1990 below in **BLOCK CAPITALS**

Post-code

--	--	--	--	--	--	--	--	--	--

England 1Scotland 2Wales 3Northern Ireland 4Irish Republic 5Elsewhere

If elsewhere, please write in the present name of the country

White 0Black-Caribbean 1Black-African 2Black-Other
please describe

Indian 3Pakistani 4Bangladeshi 5Chinese 6Any other ethnic group
please describe

12

Long-term illness

Does the person have any long-term illness, health problem or handicap which limits his/her daily activities or the work he/she can do?

Include problems which are due to old age.

Yes, has a health problem which limits activities 1Has no such health problem 2Yes, has a health problem which limits activities 1Has no such health problem 2

Same as question 7 1
 Different
 Child under one 3

If different, please write the person's address and postcode on the 21st April 1990 below in BLOCK CAPITALS

Post-code

England 1
 Scotland 2
 Wales 3
 Northern Ireland 4
 Irish Republic 5
 Elsewhere

If elsewhere, please write in the present name of the country

White 0
 Black-Caribbean 1
 Black-African 2
 Black-Other
please describe

Indian 3
 Pakistani 4
 Bangladeshi 5
 Chinese 6
 Any other ethnic group
please describe

Yes, has a health problem which limits activities 1
 Has no such health problem 2

Same as question 7 1
 Different
 Child under one 3

If different, please write the person's address and postcode on the 21st April 1990 below in BLOCK CAPITALS

Post-code

England 1
 Scotland 2
 Wales 3
 Northern Ireland 4
 Irish Republic 5
 Elsewhere

If elsewhere, please write in the present name of the country

White 0
 Black-Caribbean 1
 Black-African 2
 Black-Other
please describe

Indian 3
 Pakistani 4
 Bangladeshi 5
 Chinese 6
 Any other ethnic group
please describe

Yes, has a health problem which limits activities 1
 Has no such health problem 2

Same as question 7 1
 Different
 Child under one 3

If different, please write the person's address and postcode on the 21st April 1990 below in BLOCK CAPITALS

Post-code

England 1
 Scotland 2
 Wales 3
 Northern Ireland 4
 Irish Republic 5
 Elsewhere

If elsewhere, please write in the present name of the country

White 0
 Black-Caribbean 1
 Black-African 2
 Black-Other
please describe

Indian 3
 Pakistani 4
 Bangladeshi 5
 Chinese 6
 Any other ethnic group
please describe

Yes, has a health problem which limits activities 1
 Has no such health problem 2

* Same as question 7 1
 Different
 Child under one 3

If different, please write the person's address and postcode on the 21st April 1990 below in BLOCK CAPITALS

Post-code

England 1
 Scotland 2
 Wales 3
 Northern Ireland 4
 Irish Republic 5
 Elsewhere

If elsewhere, please write in the present name of the country

White 0
 Black-Caribbean 1
 Black-African 2
 Black-Other
please describe

Indian 3
 Pakistani 4
 Bangladeshi 5
 Chinese 6
 Any other ethnic group
please describe

Yes, has a health problem which limits activities 1
 Has no such health problem 2

Please turn over ►

This question is for all persons aged 3 or over (born before 22nd April 1988)

G Scottish Gaelic

Can the person speak, read or write Scottish Gaelic?

Please tick the appropriate box(es).

Can speak Gaelic 1
 Can read Gaelic 2
 Can write Gaelic 4
 Does not know Gaelic 0

Can speak Gaelic 1
 Can read Gaelic 2
 Can write Gaelic 4
 Does not know Gaelic 0

Answers to the remaining questions are not required for any person under 16 years of age (born after 21st April 1975)

13 Whether working, retired, looking after the home etc last week

Which of these things was the person doing last week?

Please read carefully right through the list and tick all the descriptions that apply.

Casual or temporary work should be counted at boxes 1, 2, 3 or 4. Also tick boxes 1, 2, 3 or 4 if the person had a job last week but was off sick, on holiday, temporarily laid off or on strike.

Boxes 1, 2, 3 and 4 refer to work for pay or profit but not to unpaid work except in a family business.

Working for an employer is **part time** (box 2) if the hours worked, excluding any overtime and mealbreaks, are usually 30 hours or less per week.

Include any person wanting a job but prevented from looking by holiday or temporary sickness.

Do not count training given or paid for by an employer.

Was working for an employer full time (more than 30 hours a week) 1

Was working for an employer part time (one hour or more a week) 2

Was self-employed, employing other people 3

Was self-employed, not employing other people 4

Was on a government employment or training scheme 5

Was waiting to start a job he/she had already accepted 6

Was unemployed and looking for a job 7

Was at school or in other full time education 8

Was unable to work because of long term sickness or disability 9

Was retired from paid work 10

Was looking after the home or family 11

Other
 please specify

Was working for an employer full time (more than 30 hours a week) 1

Was working for an employer part time (one hour or more a week) 2

Was self-employed, employing other people 3

Was self-employed, not employing other people 4

Was on a government employment or training scheme 5

Was waiting to start a job he/she had already accepted 6

Was unemployed and looking for a job 7

Was at school or in other full time education 8

Was unable to work because of long term sickness or disability 9

Was retired from paid work 10

Was looking after the home or family 11

Other
 please specify

This question is for all persons aged 3 or over (born before 22nd April 1988)

Can speak Gaelic 1
 Can read Gaelic 2
 Can write Gaelic 4
 Does not know Gaelic 0

Can speak Gaelic 1
 Can read Gaelic 2
 Can write Gaelic 4
 Does not know Gaelic 0

Can speak Gaelic 1
 Can read Gaelic 2
 Can write Gaelic 4
 Does not know Gaelic 0

Can speak Gaelic 1
 Can read Gaelic 2
 Can write Gaelic 4
 Does not know Gaelic 0

Answers to the remaining questions are not required for any person under 16 years of age (born after 21st April 1975)

Was working for an employer full time (more than 30 hours a week) 1

Was working for an employer part time (one hour or more a week) 2

Was self-employed, employing other people 3

Was self-employed, not employing other people 4

Was on a government employment or training scheme 5

Was waiting to start a job he/she had already accepted 6

Was unemployed and looking for a job 7

Was at school or in other full time education 8

Was unable to work because of long term sickness or disability 9

Was retired from paid work 10

Was looking after the home or family 11

Other
 please specify

Was working for an employer full time (more than 30 hours a week) 1

Was working for an employer part time (one hour or more a week) 2

Was self-employed, employing other people 3

Was self-employed, not employing other people 4

Was on a government employment or training scheme 5

Was waiting to start a job he/she had already accepted 6

Was unemployed and looking for a job 7

Was at school or in other full time education 8

Was unable to work because of long term sickness or disability 9

Was retired from paid work 10

Was looking after the home or family 11

Other
 please specify

Was working for an employer full time (more than 30 hours a week) 1

Was working for an employer part time (one hour or more a week) 2

Was self-employed, employing other people 3

Was self-employed, not employing other people 4

Was on a government employment or training scheme 5

Was waiting to start a job he/she had already accepted 6

Was unemployed and looking for a job 7

Was at school or in other full time education 8

Was unable to work because of long term sickness or disability 9

Was retired from paid work 10

Was looking after the home or family 11

Other
 please specify

Was working for an employer full time (more than 30 hours a week) 1

Was working for an employer part time (one hour or more a week) 2

Was self-employed, employing other people 3

Was self-employed, not employing other people 4

Was on a government employment or training scheme 5

Was waiting to start a job he/she had already accepted 6

Was unemployed and looking for a job 7

Was at school or in other full time education 8

Was unable to work because of long term sickness or disability 9

Was retired from paid work 10

Was looking after the home or family 11

Other
 please specify

Please turn over ►

This will tell you which questions to answer for each person.

<p>YES <input type="checkbox"/> Answer questions 14, 15, 16, 17 and 18 about the main job last week, then go on to question 19</p> <p>NO <input type="checkbox"/> Answer B</p>	<p>YES <input type="checkbox"/> Answer questions 14, 15, 16, 17 and 18 about the main job last week, then go on to question 19</p> <p>NO <input type="checkbox"/> Answer B</p>	<p>YES <input type="checkbox"/> Answer questions 14, 15, 16, 17 and 18 about the main job last week, then go on to question 19</p> <p>NO <input type="checkbox"/> Answer B</p>	<p>YES <input type="checkbox"/> Answer questions 14, 15, 16, 17 and 18 about the main job last week, then go on to question 19</p> <p>NO <input type="checkbox"/> Answer B</p>
<p>YES <input type="checkbox"/> Answer questions 14, 15 and 16 about the most recent job, then go on to question 19</p> <p>NO <input type="checkbox"/> Go on to question 19</p>	<p>YES <input type="checkbox"/> Answer questions 14, 15 and 16 about the most recent job, then go on to question 19</p> <p>NO <input type="checkbox"/> Go on to question 19</p>	<p>YES <input type="checkbox"/> Answer questions 14, 15 and 16 about the most recent job, then go on to question 19</p> <p>NO <input type="checkbox"/> Go on to question 19</p>	<p>YES <input type="checkbox"/> Answer questions 14, 15 and 16 about the most recent job, then go on to question 19</p> <p>NO <input type="checkbox"/> Go on to question 19</p>
<p>Number of hours worked per week <input type="text"/></p>	<p>Number of hours worked per week <input type="text"/></p>	<p>Number of hours worked per week <input type="text"/></p>	<p>Number of hours worked per week <input type="text"/></p>
<p>a Full job title</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>a Full job title</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>a Full job title</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>a Full job title</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>
<p>b Main things done in job</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>b Main things done in job</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>b Main things done in job</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>b Main things done in job</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>
<p>a Name of employer</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>a Name of employer</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>a Name of employer</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>a Name of employer</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>
<p>b Description of employer's business</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>b Description of employer's business</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>b Description of employer's business</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>	<p>b Description of employer's business</p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p> <p><input type="text"/></p>

Please turn over ►

17 Address of place of work

Please give the full address of the person's place of work.
 For a person employed on a site for a long period, give the address of the site.
 For a person employed on an offshore installation, write 'offshore installation'.
 For a person not working regularly at one place who reports daily to a depot or other fixed address, give that address.
 For a person not reporting daily to a fixed address, tick box 1.
 For a person working mainly at home, tick box 2.
Armed Forces — leave blank.

18 Daily journey to work

Please tick the appropriate box to show how the longest part, by distance, of the person's daily journey to work is normally made.
 For a person using different means of transport on different days, show the means most often used.
 Car or van includes three-wheeled cars and motor caravans.

19 Degrees, professional and vocational qualifications

Has the person obtained any qualifications after reaching the age of 18 such as:
 -degrees, diplomas, HNC, HND,
 -nursing qualifications,
 -teaching qualifications (see * below),
 -graduate or corporate membership of professional institutions,
 -other professional, educational or vocational qualifications?
 Do not count qualifications normally obtained at school such as GCE, CSE, GCSE, SCE and school certificates.
 If box 2 is ticked, write in all qualifications even if they are not relevant to the person's present job or if the person is not working.
 Please list the qualifications in the order in which they were obtained.
 If more than three, please enter in a spare column and link with an arrow.
 *For a person with school teaching qualifications, give the full title of the qualification, such as 'Certificate of Education' and the subject(s) which the person is qualified to teach. The subject 'education' should then only be shown if the course had no other subject specialisation.

Please write full address and postcode of workplace below in BLOCK CAPITALS

Post-code

--	--	--	--	--	--	--	--

No fixed place 1
 Mainly at home 2

- British Rail train 1
 - Underground, tube, metro 2
 - Bus, minibus or coach (public or private) 3
 - Motor cycle, scooter, moped 4
 - Driving a car or van 5
 - Passenger in car or van 6
 - Pedal cycle 7
 - On foot 8
 - Other 9
- please specify*
- | |
|--|
| |
|--|

Works mainly at home 0

NO — no such qualifications 1
 YES — give details 2

1 Title
Subject(s)
Year
Institution

2 Title
Subject(s)
Year
Institution

3 Title
Subject(s)
Year
Institution

Please write full address and postcode of workplace below in BLOCK CAPITALS

Post-code

--	--	--	--	--	--	--	--

No fixed place 1
 Mainly at home 2

- British Rail train 1
 - Underground, tube, metro 2
 - Bus, minibus or coach (public or private) 3
 - Motor cycle, scooter, moped 4
 - Driving a car or van 5
 - Passenger in car or van 6
 - Pedal cycle 7
 - On foot 8
 - Other 9
- please specify*
- | |
|--|
| |
|--|

Works mainly at home 0

NO — no such qualifications 1
 YES — give details 2

1 Title
Subject(s)
Year
Institution

2 Title
Subject(s)
Year
Institution

3 Title
Subject(s)
Year
Institution

Person No. 3	
Name and surname	
<div style="border: 1px solid black; height: 40px;"></div>	
Sex	Male <input type="checkbox"/> 1 Female <input type="checkbox"/> 2
Date of birth	
Day	Month Year
<input type="text"/>	<input type="text"/> <input type="text"/>
Please write full address and postcode of workplace below in BLOCK CAPITALS	
<div style="border: 1px solid black; height: 40px;"></div>	
<div style="border: 1px solid black; height: 20px;"></div>	
<div style="border: 1px solid black; height: 20px;"></div>	
<div style="border: 1px solid black; height: 20px;"></div>	
Post-code	<input type="text"/>
No fixed place <input type="checkbox"/> 1 Mainly at home <input type="checkbox"/> 2	
British Rail train <input type="checkbox"/> 1 Underground, tube, metro <input type="checkbox"/> 2 Bus, minibus or coach (public or private) <input type="checkbox"/> 3 Motor cycle, scooter, moped <input type="checkbox"/> 4 Driving a car or van <input type="checkbox"/> 5 Passenger in car or van <input type="checkbox"/> 6 Pedal cycle <input type="checkbox"/> 7 On foot <input type="checkbox"/> 8 Other <input type="checkbox"/> 9 <i>please specify</i>	
<div style="border: 1px solid black; height: 20px;"></div>	
Works mainly at home <input type="checkbox"/> 0	
NO — no such qualifications <input type="checkbox"/> 1 YES — give details <input type="checkbox"/> 2	
1 Title	
Subject(s)	
Year	
Institution	
2 Title	
Subject(s)	
Year	
Institution	
3 Title	
Subject(s)	
Year	
Institution	

Person No. 4	
Name and surname	
<div style="border: 1px solid black; height: 40px;"></div>	
Sex	Male <input type="checkbox"/> 1 Female <input type="checkbox"/> 2
Date of birth	
Day	Month Year
<input type="text"/>	<input type="text"/> <input type="text"/>
Please write full address and postcode of workplace below in BLOCK CAPITALS	
<div style="border: 1px solid black; height: 40px;"></div>	
<div style="border: 1px solid black; height: 20px;"></div>	
<div style="border: 1px solid black; height: 20px;"></div>	
<div style="border: 1px solid black; height: 20px;"></div>	
Post-code	<input type="text"/>
No fixed place <input type="checkbox"/> 1 Mainly at home <input type="checkbox"/> 2	
British Rail train <input type="checkbox"/> 1 Underground, tube, metro <input type="checkbox"/> 2 Bus, minibus or coach (public or private) <input type="checkbox"/> 3 Motor cycle, scooter, moped <input type="checkbox"/> 4 Driving a car or van <input type="checkbox"/> 5 Passenger in car or van <input type="checkbox"/> 6 Pedal cycle <input type="checkbox"/> 7 On foot <input type="checkbox"/> 8 Other <input type="checkbox"/> 9 <i>please specify</i>	
<div style="border: 1px solid black; height: 20px;"></div>	
Works mainly at home <input type="checkbox"/> 0	
NO — no such qualifications <input type="checkbox"/> 1 YES — give details <input type="checkbox"/> 2	
1 Title	
Subject(s)	
Year	
Institution	
2 Title	
Subject(s)	
Year	
Institution	
3 Title	
Subject(s)	
Year	
Institution	

Person No. 5	
Name and surname	
<div style="border: 1px solid black; height: 40px;"></div>	
Sex	Male <input type="checkbox"/> 1 Female <input type="checkbox"/> 2
Date of birth	
Day	Month Year
<input type="text"/>	<input type="text"/> <input type="text"/>
Please write full address and postcode of workplace below in BLOCK CAPITALS	
<div style="border: 1px solid black; height: 40px;"></div>	
<div style="border: 1px solid black; height: 20px;"></div>	
<div style="border: 1px solid black; height: 20px;"></div>	
<div style="border: 1px solid black; height: 20px;"></div>	
Post-code	<input type="text"/>
No fixed place <input type="checkbox"/> 1 Mainly at home <input type="checkbox"/> 2	
British Rail train <input type="checkbox"/> 1 Underground, tube, metro <input type="checkbox"/> 2 Bus, minibus or coach (public or private) <input type="checkbox"/> 3 Motor cycle, scooter, moped <input type="checkbox"/> 4 Driving a car or van <input type="checkbox"/> 5 Passenger in car or van <input type="checkbox"/> 6 Pedal cycle <input type="checkbox"/> 7 On foot <input type="checkbox"/> 8 Other <input type="checkbox"/> 9 <i>please specify</i>	
<div style="border: 1px solid black; height: 20px;"></div>	
Works mainly at home <input type="checkbox"/> 0	
NO — no such qualifications <input type="checkbox"/> 1 YES — give details <input type="checkbox"/> 2	
1 Title	
Subject(s)	
Year	
Institution	
2 Title	
Subject(s)	
Year	
Institution	
3 Title	
Subject(s)	
Year	
Institution	

Person No. 6	
Name and surname	
<div style="border: 1px solid black; height: 40px;"></div>	
Sex	Male <input type="checkbox"/> 1 Female <input type="checkbox"/> 2
Date of birth	
Day	Month Year
<input type="text"/>	<input type="text"/> <input type="text"/>
Please write full address and postcode of workplace below in BLOCK CAPITALS	
<div style="border: 1px solid black; height: 40px;"></div>	
<div style="border: 1px solid black; height: 20px;"></div>	
<div style="border: 1px solid black; height: 20px;"></div>	
<div style="border: 1px solid black; height: 20px;"></div>	
Post-code	<input type="text"/>
No fixed place <input type="checkbox"/> 1 Mainly at home <input type="checkbox"/> 2	
British Rail train <input type="checkbox"/> 1 Underground, tube, metro <input type="checkbox"/> 2 Bus, minibus or coach (public or private) <input type="checkbox"/> 3 Motor cycle, scooter, moped <input type="checkbox"/> 4 Driving a car or van <input type="checkbox"/> 5 Passenger in car or van <input type="checkbox"/> 6 Pedal cycle <input type="checkbox"/> 7 On foot <input type="checkbox"/> 8 Other <input type="checkbox"/> 9 <i>please specify</i>	
<div style="border: 1px solid black; height: 20px;"></div>	
Works mainly at home <input type="checkbox"/> 0	
NO — no such qualifications <input type="checkbox"/> 1 YES — give details <input type="checkbox"/> 2	
1 Title	
Subject(s)	
Year	
Institution	
2 Title	
Subject(s)	
Year	
Institution	
3 Title	
Subject(s)	
Year	
Institution	

Please turn over and complete Panels B and C ▶

H3 Tenure

Please tick the box which best describes how you and your household occupy your accommodation.

If buying by stages from a Council, Housing Association, New Town or Scottish Homes (under shared ownership, co-ownership or equity sharing scheme), answer as an owner-occupier at box 1.

As an owner-occupier:
-buying the property through mortgage or loan 1
-owning the property outright (no loan) 2

By renting, rent free or by lease:
-with a job, farm, shop or other business 3
-from a local authority (Council) 4
-from a New Town Development Corporation 5
-from Scottish Homes 6
-from a housing association or charitable trust 6
-from a private landlord, furnished 7
-from a private landlord, unfurnished 8

If your accommodation is occupied by lease originally granted for, or extended to, more than 20 years, answer as an owner-occupier.
For shorter leases, answer 'By renting'.

A private landlord may be a person or a company or another organisation not mentioned at 3, 4, 5, 0 or 6 above.

In some other way:
-please give details below

Panel B

Was there anyone else (such as a visitor) here on the night of 21-22 April whom you have not included because there was no room on the form? No
Yes

If yes ticked, please ask the Enumerator for another form.

Have you left anyone out because you were not sure whether they should be included on the form? No
Yes

If yes ticked, please give their names and the reason why you were not sure about including them.

Name
Reason

Name
Reason

Name
Reason

H4 Amenities

Does your household — that is, you and any people who usually live here with you — have the use of:

a A bath or shower? Yes — for use only by this household 1
Yes — for use also by another household 2
No — no bath or shower available 3

b A flush toilet (WC) with entrance inside the building? Yes — for use only by this household 0
Yes — for use also by another household 1
No — flush toilet with outside entrance only 2
No — no flush toilet indoors or outdoors 3

c Central heating in living rooms and bedrooms (including night storage heaters, warm air or under-floor heating), whether actually used or not? Yes — all living rooms and bedrooms centrally heated 1
Yes — some (not all) living rooms and bedrooms centrally heated 2
No — no living rooms or bedrooms centrally heated 3

H5 Cars and vans

Please tick the appropriate box to indicate the number of cars and vans normally available for use by you or members of your household (other than visitors).

Include any car or van provided by employers if normally available for use by you or members of your household, but exclude vans used only for carrying goods.

None 0
One 1
Two 2
Three or more 3

Panel C

Before you sign the form, will you please check:

- ▶ that all questions which should have been answered have been answered for every member of your household
- ▶ that you have included everyone who spent the night of 21-22 April in your household
- ▶ that you have included everyone who usually lives here but was away from home on the night of 21-22 April
- ▶ that no visitors, boarders or newly born children, even if still in hospital, have been missed

It would help the Enumerator to be able to telephone you if there is a query on, or an omission from, your form.

If you have no objection, please write your telephone number here.

Declaration

This form is correctly completed to the best of my knowledge and belief.

Signature(s)
Date April 1991



1991 Census Scotland

I form for making an individual return

Please complete this form and have it ready for collection on Monday 22nd April.

Completion of the form is compulsory under the Census Act 1920. If you refuse to complete it, or give false information, you may have to pay a fine of up to £400.

Your answers will be treated in strict confidence and used only to produce statistics. Names and addresses will not be put into the computer; only the postcode will be entered. The forms will be kept securely within my Office and treated as confidential for 100 years.

Anyone using or disclosing Census information improperly will be liable to prosecution.

After completing the form, please sign the declaration on the last page.

Thank you for your co-operation.

C. M. Glennie

C M Glennie
Registrar General for Scotland

Ladywell House,
Ladywell Road,
Edinburgh EH12 7TF

Telephone 031-316 4172

To be completed by the Enumerator

Census District

Enumeration District

Form Number

Serial Number

To be completed by the Manager, Commanding Officer, Chief Resident Officer, or other person in charge of the establishment or vessel.

Name of Establishment

Address

Postcode

To be completed by or for the Individual

Please answer question by ticking the appropriate box or boxes where they are provided. Please use ink or ballpoint pen.

1 Name

Please write in your name and surname (BLOCK CAPITALS). For a baby who has not yet been given a name, write BABY and the surname.

2 Sex

Please tick the appropriate box.

Male 1

Female 2

3 Date of birth

Please write in the day, month and year of birth.

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

4 Marital status

On the 21st April what is your marital status?

If separated but not divorced, please tick 'Married (first marriage)' or 'Re-married' as appropriate.

Please tick one box.

- Single (never married) 1
 Married (first marriage) 2
 Re-married 3
 Divorced 4
 Widowed 5

5 Position in establishment

Please write in your position in this establishment. For example, write 'Guest'; 'Patient'; 'Inmate'; 'Staff'; 'Student'; 'Boarder'.

If you are completing the form in a private household, your relationship to the person making the return for the rest of the household should be stated.

6 Whereabouts on night of 21-22 April 1991

Not applicable to this form

7 Usual address

If you usually live here, please tick 'This address'. If not, tick 'Elsewhere' and write in your usual address.

This address 1

Elsewhere

If elsewhere, please write your usual address and postcode below in BLOCK CAPITALS

If you are a student or a schoolchild away from home during term time, your home address should be taken as your usual address.

If you live away from home for part of the week, your home address should be taken as your usual address.

Postcode

Please turn over ▶

8 Term time address of students and schoolchildren

If not a student or schoolchild, please tick first box.

If you are a student or schoolchild and you live here during term time, tick 'This address'.

If you do not live here during term time, tick 'Elsewhere' and write in the current or most recent term time address.

9 Usual address one year ago

If your usual address one year ago (on the 21st April 1990) was the same as your current usual address (given in answer to question 7), please tick 'Same'. If not, tick 'Different' and write in your usual address one year ago.

For a child born since the 21st April 1990, tick the 'Child under one' box.

10 Country of birth

Please tick the appropriate box.

If the 'Elsewhere' box is ticked, please write in the present name of the country in which your birthplace is now situated.

11 Ethnic group

Please tick the appropriate box.

If you are descended from more than one ethnic or racial group, please tick the group to which you consider you belong, or tick the 'Any other ethnic group' box and describe your ancestry in the space provided.

12 Long-term illness

Do you have any long-term illness, health problem or handicap which limits your daily activities or the work you can do?

Include problems which are due to old age.

This question is for all persons aged 3 or over (born before 22nd April 1988)

G Scottish Gaelic

Can you speak, read or write Scottish Gaelic?

Please tick the appropriate box(es).

Not a student or schoolchild

This address 1

Elsewhere

If elsewhere, please write your term time address and postcode below in BLOCK CAPITALS

Postcode

Same as Question 7 1

Different

Child under one 3

If different, please write your address and postcode on the 21st April 1990 below in BLOCK CAPITALS

Postcode

England 1

Scotland 2

Wales 3

Northern Ireland 4

Irish Republic 5

Elsewhere

If elsewhere, please write in the present name of the country

White 0

Black-Caribbean 1

Black-African 2

Black-Other

please describe

Indian 3

Pakistani 4

Bangladeshi 5

Chinese 6

Any other ethnic group

please describe

Yes, I have a health problem which limits activities 1

I have no such health problem 2

Can speak Gaelic 1

Can read Gaelic 2

Can write Gaelic 4

Do not know Gaelic 0

Answers to the remaining questions are not required for anyone under 16 years of age (born after 21st April 1975)

13 Whether working, retired, looking after the home etc last week

Which of these things were you doing last week?

Please read carefully right through the list and tick all the descriptions that apply.

* Casual or temporary work should be counted at boxes 1, 2, 3 or 4. Also tick boxes 1, 2, 3 or 4 if you had a job last week but were off sick, on holiday, temporarily laid off or on strike.

Boxes 1, 2, 3 and 4 refer to work for pay or profit but not to unpaid work except in a family business.

Working for an employer is **part time** (box 2) if the hours worked, excluding any overtime and mealbreaks, are usually 30 hours or less per week.

† Includes wanting a job but prevented from looking by holiday or temporary sickness.

§ Do not count training given or paid for by an employer.

- * Was working for an employer full time (more than 30 hours a week) 1
- * Was working for an employer part time (one hour or more a week) 2
- * Was self-employed, employing other people 3
- * Was self-employed, not employing other people 4
- Was on a government employment or training scheme 5
- Was waiting to start a job already accepted 6
- † Was unemployed and looking for a job 7
- § Was at school or in other full time education 8
- Was unable to work because of long term sickness or disability 9
- Was retired from paid work 10
- Was looking after the home or family 11
- Other

please specify

Please read A below, tick the box that applies and follow the instruction by the box ticked. This will tell you which questions to answer.

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>A Did you have a paid job last week (any of the boxes 1, 2, 3 or 4 ticked at question 13)?</p> <p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p> | <p>If yes ticked, answer questions 14, 15, 16, 17 and 18 about the main job last week, then go on to question 19.</p> <p>If no ticked, answer B.</p> |
| <p>B Have you had a paid job within the last 10 years?</p> <p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p> | <p>If yes ticked, answer questions 14, 15 and 16 about the most recent job, then go on to question 19.</p> <p>If no ticked, go on to question 19.</p> |

14 Hours worked per week

How many hours per week do or did you usually work in your main job?

Do not count overtime or meal breaks.

Number of hours worked per week

15 Occupation

Please give the full title of your present or last job and describe the main things you do or did in the job.

At **a**, give the full title by which the job is known, for example: 'packing machinist'; 'poultry processor'; 'jig and tool fitter'; 'supervisor of typists'; 'accounts clerk'; rather than general titles like 'machinist'; 'process worker'; 'supervisor' or 'clerk'. Give rank or grade if you have one.

At **b**, write down the main things you actually do or did in the job.

Armed Forces — enter 'commissioned officer' or 'other rank' as appropriate at **a**, and leave **b** blank.

Civil Servants — give grade at **a** and discipline or specialism, for example: 'electrical engineer'; 'accountant'; 'chemist'; 'administrator' at **b**.

a Full job title

b Main things done in job

Please turn over ►

16 Name and business of employer (if self-employed give the name and nature of business)

At a, please give the name of your employer. Give the trading name if one is used. Do not use abbreviations.

At b, describe clearly what your employer (or yourself if self-employed) makes or does (or did).

Armed Forces — write 'Armed Forces' at a and leave b blank. For a member of the Armed Forces of a country other than the UK — add the name of the country.

Civil Servants — give name of Department at a and write 'Government Department' at b.

Local Government Officers — give name of employing authority at a and department in which employed at b.

17 Address of place of work

Please give the full address of your place of work.

If employed on a site for a long period, give the address of the site.

If employed on an offshore installation, write 'offshore installation'.

If not working regularly at one place but reporting daily to a depot or other fixed address, give that address.

If not reporting daily to a fixed address, tick box 1.

If working mainly at home, tick box 2.

Armed Forces — leave blank.

18 Daily journey to work

Please tick the appropriate box to show how the longest part, by distance, of your daily journey to work is normally made.

If using different means of transport on different days, show the means most often used.

Car or van includes three-wheeled cars and motor caravans.

19 Degrees, professional and vocational qualifications

Have you obtained any qualifications after reaching the age of 18 such as:

- degrees, diplomas, HNC, HND,
- nursing qualifications,
- teaching qualifications (see * below),
- graduate or corporate membership of professional institutions,
- other professional, educational or vocational qualifications?

Do not count qualifications normally obtained at school such as GCE, CSE, GCSE, SCE and school certificates.

If box 2 is ticked, write in all qualifications even if they are not relevant to your present job or if you are not working.

Please list the qualifications in the order in which they were obtained.

* If you have **school teaching qualifications**, give the full title of the qualification, such as 'Certificate of Education' and the subject(s) which you are qualified to teach. The subject 'education' should then only be shown if the course had no other subject specialisation.

a Name of employer

--

b Description of employer's business

Please write full address and postcode of workplace below in BLOCK CAPITALS

Postcode

--	--	--	--	--	--	--	--	--	--

No fixed place 1

Mainly at home 2

- British Rail train 1
- Underground, tube, metro 2
- Bus, minibus or coach (public or private) 3
- Motor cycle, scooter, moped 4
- Driving a car or van 5
- Passenger in car or van 6
- Pedal cycle 7
- On foot 8
- Other 9

please specify

--

Work mainly at home 0

NO - no such qualifications 1

YES - give details 2

1 Title
Subject(s)
Year
Institution

2 Title
Subject(s)
Year
Institution

3 Title
Subject(s)
Year
Institution

4 Title
Subject(s)
Year
Institution

Declaration

This form is correctly completed to the best of my knowledge and belief.

Signature

Date

April 1991



1991 Census Scotland

L form for Communal Establishments, HM Ships or other vessels

To the Manager, Chief Resident Officer, Commanding Officer or other person in charge of a communal establishment:

To the Captain, Master, Commanding Officer or other person in charge of a vessel or HM Ship:

I am seeking your help in conducting the Census. Under the Census Act 1920 you have a legal obligation to list the names of the people in your establishment or on your vessel, to distribute forms to them and to collect the forms on completion. In a communal establishment you must also complete the 'type of establishment' panel. If you refuse to complete this form, or give false information, you may have to pay a fine of up to £400. The instructions opposite tell you what to do and should be followed carefully.

The Individual forms with which you have been supplied are for the returns to be made by or for each person who spends the night of 21-22 April at this establishment or on board this vessel. To assist you in issuing and collecting the individual forms, spaces have been provided overleaf for listing those people.

The answers given will be treated in strict confidence and used only to produce statistics. Names and addresses will not be put in the computer; only the postcode will be entered. The forms will be kept securely within my Office and treated as confidential for 100 years.

Anyone using or disclosing census information improperly will be liable to prosecution. For example, it would be improper for you to pass on to someone else, information which you have been given in confidence on, or for completion of, an individual form.

Thank you for your co-operation.

C. M. Glennie

C M Glennie
Registrar General for Scotland

Ladywell House, Ladywell Road, Edinburgh EH12 7TF
Telephone 031-316 4172

To be completed by the Enumerator or Customs Officer

Name of Establishment/Vessel/HM Ship

For communal establishments: address of establishment

Postcode

For vessels other than HM Ships: port of registry

Place at which the form is delivered, that is: name of town or port and of harbour, dock, wharf, mooring etc.

Name of master or person in charge of vessel

For Enumerator/Census Office use

CD No.	ED No.	Form No.
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Instructions

Listing of names

List the names of all people present, as instructed overleaf. You may start drawing up the list in advance of Census day, but before collection or despatch you must bring it up to date.

Distribution

An Individual form (I form) must be completed for each person listed. Where a person is incapable of making a return, you must arrange for a form to be completed on his or her behalf.

Before you issue each form, enter the name of the establishment or vessel in the panel at top right hand corner on the front of the Individual form (a rubber stamp may be used).

Please issue an envelope to any person who wishes to make a return under sealed cover.

For communal establishments, please give the type of establishment below.

When you have completed this form please fill in and sign the declaration overleaf.

Collection of forms

Communal Establishments

Please have all the completed forms ready for collection by the Enumerator, who will call on Monday 22nd April or soon afterwards.

Vessels other than HM Ships

Please have all of the completed forms ready for collection by the Enumerator who will call on Monday 22nd April, or return them to the Enumerator in accordance with the instructions issued at delivery.

HM Ships

Please despatch the completed forms as soon as possible after 21st April to:

General Register Office for Scotland
Ladywell House, Ladywell Road, Edinburgh EH12 7TF

Communal establishments: type of establishment

Please give a full description of the type of establishment and if the establishment caters for a specific group or groups, please describe; for example *mentally ill or handicapped, physically disabled, elderly, children, students, nurses.*

Hospitals, homes and hostels only

- Please specify type of management: *private, voluntary (charitable), central government, local authority, housing association, health board etc.*

--

- Please indicate if the establishment is registered with a local authority or health board

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Hotels or boarding houses only

Please enter the number of rooms in the establishment, including any annexes in which meals are not provided. Do not count kitchens, bathrooms, WCs, rooms used as offices or stores.

--

List the names of all people present, that is:

everyone who spends Census night **21-22 April 1991** in this establishment or on board this vessel; and everyone who arrives in this establishment or on board on **Monday 22nd April** before the forms are collected by the Enumerator (or despatched in the case of HM Ships) and who was in Great Britain on Sunday but has not been included as present on another Census form.

In communal establishments do not list the names of any non-resident personnel who happen to be on duty on the premises on Census night.

Please put a tick in the appropriate column when you issue each form and when you collect it.

Name	Individual form	
	Issued	Collected
1		
2		
3		
4		
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10		
11		
12		
13		
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16		
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29		
30		

Name	Individual form	
	Issued	Collected
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32		
33		
34		
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Enter the number of Individual forms collected on this L form.

Declaration — If more than one 'L' form is used, only complete this panel on the first form

Enter the total number of 'L' forms completed for this establishment/vessel.

Enter the total number of Individual forms collected (sum of all L forms).

Signature

Date

April 1991

EXPLANATORY NOTE

(This note is not part of the Regulations)

These Regulations, which extend to Scotland only, provide for the detailed arrangements necessary for the conduct of the census directed to be taken by the Census Order 1990.

Regulations 3 and 4 provide for the division of Scotland into census districts and enumeration districts, and for the appointment of officers to carry out the duties assigned to them for taking the census.

Regulation 5 provides for all officers to sign the undertaking, set out in Schedule 1, to fulfil all the obligations required of them under the Census Act 1920 and by these Regulations.

Regulation 6 provides that the forms of return to be completed in accordance with the Census Order 1990 are those which apply as set out in Schedule 2 and which are set out in full in Schedule 3.

Regulations 7 to 14 provide detailed arrangements for the delivery, completion and collection of the forms of return.

Regulations 15 and 16 make provision relating to the giving of information, the use and publication or communication of information obtained for the purpose of the census, and the safe custody of forms and documents.