

PIN TOGETHER
HERE

Personal
Questionnaires
Underneath



CS/00/01

District No.	Sub-district No.	Mesh Block No.	Questionnaire No.	Dwelling No.
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**SPECIMEN
ONLY**

DEPARTMENT OF STATISTICS

NEW ZEALAND CENSUS OF POPULATION AND DWELLINGS

Tuesday, 23 March 1976

DWELLING QUESTIONNAIRE

This Census will take place on Tuesday, 23 March 1976, under authority of the Statistics Act 1975. A Dwelling Questionnaire must be completed for each occupied dwelling, and a Personal Questionnaire for every person, in New Zealand on that night. It is an offence to neglect or refuse to supply information and to make false statements.

CONFIDENTIALITY

It is recognised that much of the information in the completed questionnaire is private. However, the confidentiality of the information you supply is safeguarded both by legislation and by Census procedures.

All employees of the Department of Statistics are legally bound under the Statistics Act 1975 to keep secret any individual information collected.

No information given in this questionnaire will be available to any person, other than an employee of the Department of Statistics, in any form which would allow identification with the dwelling or its head of household and other occupants.

Names and addresses are not recorded in the processing of the Census statistics. These details are required as a check while the Census statistics are being collected.

DEFINITION OF DWELLING

The term "dwelling" is defined in the Statistics Act 1975. In effect it means any building or structure, whether permanent or temporary, which is wholly or partly used for living purposes. As well as conventional houses, dwellings include flats occupied by different persons or families, and also ships, baches, caravans, shelters or vehicles in which people are living.

RESPONSIBILITY FOR COMPLETING THE QUESTIONNAIRE

Completion of the Dwelling Questionnaire is the legal responsibility of the head of household, i.e. the occupier or person in charge of this dwelling or that person acknowledged as such or nominated by the other members to act in that capacity for the purpose of ensuring that Census questionnaires are completed.

He or she is also required to ensure that a Personal Questionnaire is completed by or for every person (including baby) in the dwelling on Census night. Persons arriving or returning to a dwelling between midnight on 23 March and noon on 24 March must complete a Personal Questionnaire at that dwelling unless one has been completed at another address.

E. A. HARRIS
Government Statistician

NOTES FOR GUIDANCE—PLEASE READ BEFORE ANSWERING QUESTIONS OPPOSITE

1. The head of the household is that person acknowledged as such or nominated by the other members to act in that capacity for the purpose of ensuring that Census questionnaires are completed.

4. (a) A private dwelling is any dwelling which is used or is intended to be used for living in solely by a private household. It includes a house, flat or apartment which is self-contained or substantially self-contained in respect of the usual facilities.

A private household consists of one or more persons, all of whom usually have one or more meals together daily. The typical private household is one family with or without other relatives, temporary guests, boarders, etc.

An outbuilding situated on the same section as a private dwelling should not be regarded as another dwelling unless substantially self-contained.

Tick box for mobile home only if occupied as a separate dwelling on Census night. A caravan, for example, being used as an extra bedroom on the same section as the house should not be ticked, but see notes to question 5 below.

PART A—ALL QUESTIONS ON THIS PAGE TO BE ANSWERED FOR EVERY DWELLING

1. OCCUPIER: Name of occupier or person in charge of dwelling (head of household) on Census night:

..... Surname or Family Name Initials

2. LOCATION: (a) FULL address of dwelling. *This address should include house number, street, suburb and city or town, or, if in a county, include community, township, locality and road. (P.O. Box or R.D. numbers should not be given.)*

(b) If this dwelling is in a city, borough, community or town district, tick box:

If not, state: (i) Name of nearest Post Office:

(ii) Distance from dwelling to nearest Post Office by normal route: miles
(Note: 1 kilometre = 5/8 miles)

3. OCCUPANTS:

Number of occupants (including babies) in the dwelling on Census night. *Include persons not completing a Census questionnaire elsewhere who arrive or return by noon on 24 March 1976.*

..... Males } Total
..... Females }

4. TYPE OF DWELLING: *Tick one box which describes the dwelling you occupy on Census night, or specify.*

(a) IF A PRIVATE DWELLING—

HOUSE	FLAT (SELF-CONTAINED)	OTHER PRIVATE DWELLING
HOUSE, single or detached, lived in by only one household <input type="checkbox"/> 0	FLAT (in single or double storey block) <input type="checkbox"/> 4	BACH, CRIB, HUT (not in work camp) <input type="checkbox"/> 8
HOUSE (one household) linked with others to form row, cluster, terrace or town houses <input type="checkbox"/> 1	FLAT (in block of 3 storeys or more) <input type="checkbox"/> 5	MOBILE HOME, e.g. caravan, houseboat <input type="checkbox"/> 9
HOUSE, minor part of which forms a separate flat occupied by another household <input type="checkbox"/> 2	FLAT, in or attached to house <input type="checkbox"/> 6	OTHER, INCLUDING TEMPORARY OR IMPROVISED (e.g. shed, tent) specify:
HOUSE (one household) combined with small shop or business premises <input type="checkbox"/> 3	FLAT, attached to large office, shop or business premises <input type="checkbox"/> 7	

Continue below

(b) Other dwellings, such as group living quarters and institutions, comprise accommodation designed to cater for a larger number of generally unrelated persons. Examples are hotels, motels and hospitals.

Houses and self-contained flats situated in the grounds of institutions or permanent camps are to be regarded as separate private dwellings and not as part of the institution or camp.

5. (a) The number specified should include those rooms used for general household living purposes, such as bedrooms, dining room, kitchen, living or sitting room or lounge.

A kitchen is distinguished from a kitchenette by being a separate room and generally larger in size.

In a dwelling built in the open-living or split-level style, count room equivalents.

A detached bedroom, including a caravan used as such, adjacent to a private dwelling, should be counted as a room of the dwelling.

7. This question refers to a hot water supply available from a piped system or from a tap fitted to a water heater, including all types of gas califonts. "Second type" refers to an additional or supplementary hot-water supply available from one or more taps. For example, where the main supply is an electric hot-water cylinder, "second type" could be a coal range, chip heater or wet-back.

Do not include electric jugs or kettles.

(b) IF OTHER THAN A PRIVATE DWELLING (GROUP LIVING QUARTERS, INSTITUTION, etc.) —

Hotel, motel, motor inn, private hotel, guest house

Boarding house, rooming house

If other dwelling, specify:

e.g. hostel (school, youth, etc.), nurses' home, convalescent home, hospital armed forces camp or station, work or construction camp, religious institution, police station, ship, shearers' quarters.

5. ROOMS:

(a) Number of rooms. Count kitchen, but count kitchenette only if some meals are eaten there. Do not count laundry, bathroom, toilet, pantry, or sleeping porch not wholly enclosed.

(b) Number of rooms normally used as bedrooms. Include spare bedrooms and rooms slept in by persons who usually reside with you, even if these persons are not actually present on Census night.

6. MEANS OF COOKING: State the principal means, for example, electric range, electric frypan, gas range, coal range, oil stove:

7. WATER HEATING:

(a) State type of hot water supply, for example, electric, gas, fuel oil:

(b) If a second type is used, please specify:

8. HEATING OF DWELLING:

Heating appliances used to heat this dwelling during the year. Tick boxes which apply, and specify any other appliances used.

(i) Electric heater—

Portable bar, fan, etc., type Non-portable bar type Wall-mounted panel or strip Off-peak or night storage In-floor cables or wires

(ii) Gas heater—

Open or radiator type Console or convector type Under-floor furnace using vents or ducts

(iii) Kerosene-burning or oil-fired heater—

Portable kerosene Oil console or convector type Other oil-fired heating system using vents, ducts or hot-water pipes

(iv) Wood, coke or coal fire—

Open Slow combustion Wood or coal range

(v) If other, specify, e.g. thermal bore radiator, solar heat:

(vi) No heating appliance used

PLEASE TURN OVER (TUMBLE) FOR REST OF QUESTIONS



**NOTES FOR GUIDANCE
PLEASE READ BEFORE ANSWERING QUESTIONS OPPOSITE**

9. This question only applies to the dwelling you occupy, and not to the land on which it is situated, or to other property on the same land.

10. (a) If rent is paid on other than a weekly basis, give the weekly equivalent of rent paid.

11. This question refers to the exterior surface (cladding) of walls and roof. Do not include materials used in gables, foundations, or the framing of the walls and roof.
If the dwelling is part of a building containing other dwellings, include only the materials applying to the outer walls and roof (if any) of your dwelling.

12. Heat insulation materials are those specially installed for heat insulation purposes. There are two main types: (1) fill insulation, such as fibreglass pads and loose fill, and (2) reflective material, such as aluminium foil.

**PART B: QUESTIONS ON THIS PAGE TO BE ANSWERED FOR EVERY PRIVATE DWELLING
If not a private dwelling no further questions need be answered, but please sign at foot of this page.**

9. TENURE OF DWELLING: *Tick box which applies.*

Owned without mortgage 1 Owned with mortgage 2 Rented or leased 3 Provided free with job 4 Provided free not with job 5

10. RENT: If dwelling is rented or leased —

(a) Weekly rent payable: \$ C

(b) Basis on which dwelling is rented or leased. *Tick box which applies.*

Unfurnished 1 Partly furnished 2 Fully furnished 3

11. EXTERIOR MATERIALS:

(a) **ROOF** — *Tick box which applies, or specify.*

Galvanised iron or tin 1 Tiles (all types) 2 Fibrolite or other asbestos material 3 Aluminium 4 None (another storey above) 5

If other, specify:

(b) **OUTER WALLS**—

(i) If all outer walls are of the same material, tick box which applies, or specify.

Wood or timber 1 Brick (clay) 2 Roughcast 3 Poured concrete 4
Concrete block or imitation stone 5 Wallboard of asbestos type 6 Galvanised iron 7 Aluminium 8
Other → Specify, e.g. imitation brick, natural stone:

OR (ii) If all outer walls are **NOT** of the same material, specify all materials (give main type first), e.g., brick and roughcast:
.....

12. HEAT INSULATION: *Exclude normal building materials such as building paper, malthoid, polythene.*

(a) Does the ceiling have special heat-insulation material? *Tick box which applies.*

Yes 1 No 2 Not known 3

(b) Do the outer walls have special heat-insulation material? *Tick box which applies.*

Yes 1 No 2 Not known 3

Continue below

13. (a) Include amenities present within the dwelling whether or not they are in regular use.
 Include combination refrigerator-deep freeze units where the freezing compartment is 2 cu. ft. or more.
 (b) Include a separate or basement garage even if not being used as a car shelter.

13. AMENITIES: *Tick box or boxes which apply.*

(a) Amenities present in the dwelling:

Telephone 1 Deep freeze (2 cu. ft. or more) 2 Electric clothes dryer 3

Television (black and white) 4 Television (colour) 5 Fully automatic clothes washing machine 6

(b) Other amenities:

Garage on section 7 Carport on section (fixed construction) 8 Caravan owned by any household member 9

14. ABSENT PERSONS:

List details of those persons (including babies) who have NOT been counted in Question 3 on the previous page, but who normally reside here. Include mother and baby in maternity home, children away at boarding school, student at hostel, persons away on business, etc.

	Surname or family name	Christian or first name	Sex	Age (in years)	Marital status	Relationship to head of household
(i)
(ii)
(iii)
(iv)
(v)

COLLECTION OF QUESTIONNAIRES

Completed Dwelling and Personal Questionnaires will be collected by the Sub-enumerator as soon as possible after Census night, but this may not happen for several days in some cases.

The occupier or person in charge of the dwelling is asked to have the completed Personal Questionnaires, or sealed envelopes containing Personal Questionnaires, pinned to the Dwelling Questionnaire and held ready for collection.

A sealed envelope containing a Personal Questionnaire must not be opened by the occupier or person in charge of the dwelling (see notes on the Personal Questionnaire).

Failure to answer all relevant questions on either the Dwelling or Personal Questionnaires will result in further enquiries being made by the Sub-enumerator or other Census officers.

If you have any queries, please contact your Census Enumerator whose telephone number has been advertised in your local newspaper or is obtainable from your local Post Office.

The above particulars are correct to the best of my knowledge and belief.

Signed:
 (occupier or person in charge)

Population and Dwelling Census statistics are essential for such purposes as—

- The planning of new community services, e.g. schools, hospitals, drainage schemes and shopping centres, to best serve community needs.
- Setting of electoral boundaries.
- Developing and reviewing public economic and social policy.

The Census, therefore, benefits the whole community.

Please co-operate by having your fully completed questionnaires ready for the Sub-enumerator.