



H. Duffin

Census of Population, 1996

NIB

D/S - unique within EA

Schedule No. unique within

DED

Enumerators' Manual

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Confidential

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Chapter 1

Introduction

1.1 The Enumerators' Manual

This Enumerators' Manual provides instructions to each Census Enumerator¹ for carrying out the enumeration (i.e. count) of all persons in her assigned area.

This manual is divided into seven chapters followed by eighteen appendices. The remainder of Chapter 1 sets out the responsibilities of the job of the Enumerator along with confidentiality aspects which must be adhered to while you are in the course of your duties. In Chapter 2 an outline is given of the main forms; these include the Census Form (Form A) and other essential forms which must be completed in order to ensure you have carried out your enumeration correctly. In addition Chapter 2 provides a list of household and geographical definitions.

Chapter 3 begins the actual instructions. It covers the preparatory work which you must do before setting out to enumerate your area. In Chapter 4 instruction is given for the first phase of the enumeration. This is called the Visual Enumeration and Distribution of Forms A. This phase of the enumeration must be completed by Wednesday 24 April 1996. Chapter 5 sets out the collection phase. You are instructed in Chapter 5 regarding the procedure which must be followed for collecting all copies of Forms A which you delivered to households or institutions. This work must be completed by Wednesday 8 May 1996. Chapter 6 covers the ordering of Census forms and the associated summarisation work. Finally, in Chapter 7 we set out the procedure you should adopt for returning your Census material and making work returns.

The appendices are an essential part of this manual. They provide examples of the type of work you will be expected to carry out in the course of your duties

¹ The convention she, (or her) is used throughout this manual.

as a Census Enumerator. You should consider each appendix carefully at the appropriate stage of your instruction.

Because of the detail involved you are advised to read it through once to initially familiarise yourself with the structure, timing and main tasks involved in enumeration. Then, as each phase of the enumeration arises study the relevant chapter in detail before beginning that phase. Your Field Supervisor will train you thoroughly in all aspects of your duties. When you are doing your enumeration you will find it worthwhile to refer to this manual regularly. Using the manual as a reference while your work proceeds is essential to ensure you are carrying out the enumeration accurately and effectively.

1.2 Role of the Enumerator

1. A person appointed as an Enumerator on the 1996 Census is personally responsible for the enumeration of all persons in her Enumeration Area (EA).
2. This enumeration must be carried out in accordance with the instructions in this manual and other supplementary instructions which may be issued by the Central Statistics Office (CSO).
3. The enumerator must not delegate or sub-contract any enumeration task to any other person.
4. The Enumerator must ensure:
 - that all persons who pass the night of Sunday 28 April 1996 within the EA are included in the Census enumeration; and
 - that all persons who arrive in the EA on the following morning (i.e. 29 April 1996), not having been enumerated elsewhere, are also included in the enumeration.
5. Enumerators must at all times display courtesy and consideration for the public. Sometimes people will need assistance in completing the Census Form, (Form A); this should be provided. Rude and obstructive behaviour by a member of the public directed toward an Enumerator must never be reciprocated.

1.3 Confidentiality

1. All information obtained by an Enumerator relating to individuals or households in the course of the Census enumeration must be treated as **strictly confidential**.

2. A Certificate of Appointment is issued to each Enumerator. This is your evidence of identification, (ID), and must be produced whenever you are introducing yourself to any person or householder. It is important that this is done as a matter of course and not simply at the householder's request.

3. On appointment, each Enumerator becomes an Officer of Statistics as defined in the Statistics Act, 1993. The Enumerator is bound by the conditions of this Act. The relevant sections of the Act are 32, 33, 38 and 44; these are reproduced in Appendix 1.

The Enumerator must be mindful of the following aspects relating to the confidentiality of information collected in the course of her duties:

- She must not show or communicate to any person information relating to any individual whom she enumerates. However, if necessary, she may relate this information to another Officer of Statistics concerned with the Census Enumeration.
- She must not use her official sanction as an Officer of Statistics to obtain or attempt to obtain by any means any information to which she is not lawfully entitled.
- She should not make any remarks (even of a casual nature) regarding her enumeration work in other households.
- Any person guilty of an offence under the Statistics Act, 1993 may be liable to a fine of up to £1,000 on summary conviction and up to £20,000 on conviction on indictment.

4. A special box is provided for the safe storage of all Census material.

- Completed returns must be kept in this box at all times except when the Enumerator has them in the field or is actually working on them.
- The box must be kept locked at all times.
- The Enumerator must ensure that nobody, including members of her own household, has access to Census material.

- Only the Enumerator herself, her Field Supervisor, Regional Supervisor, Census Liaison Officer or an official of the CSO is entitled to see the returns.
- The Enumerator must also ensure that Census documents are never left unattended in cars.

5. Satchels are provided to hold Census supplies including forms, maps, completed returns etc. The Enumerator must carry all the necessary forms and other materials in her satchel during the course of the fieldwork. Satchels should never be used for any other purpose.

Chapter 2

Main Forms, Household Definitions and Geographical Definitions

2.1 Main Forms

1. Forms to be completed by households or individuals.

Form A

This is the Census form, also called a **Schedule**. One or more copies of this form must be delivered to every household or institution in your EA before Census Day. English and Irish versions of this form are available.

You must ask each householder whether he/she would prefer the English or Irish version of the form. Persons who prefer the Irish version must be provided with it.

The back leaf of Form A is detachable and contains detailed instructions for completing the form. The Enumerator should explicitly draw the attention of the householder to this detachable list of instructions.

The Census Form comprises 24 questions. Questions 1 - 14 should be answered by all persons while questions 15 - 24 relate to persons aged 15 years and over. Appendix 2 explains each of the questions in detail.

Form A(P) - Personal Form

This form is a copy of Form A used for completion by:

- persons in certain institutions (e.g. hotels and guesthouses) who are giving their personal details.
- a member of a household (normally a visitor) who may not wish to provide his/her personal details to the head, or joint head of that household.

The envelope COP1 must be given to each person completing Form A(P).

Explanatory notes on the completion of Form A(P) are given in Form PR, see Appendix 3.

2. Forms to be completed by the Enumerator.

Book of Forms D

The book of Forms D is used to record the results of the Visual Enumeration of the EA which is carried out before Census day (see Chapter 3).

Form B

The number of males, females and persons in each household or institution is summarised on this form (see Chapter 6).

Form C

The total number of males, females and persons summarised on each Form B is transcribed onto Form C (see Chapter 6).

2.2 Definitions of Households and Business Units

Dwelling Unit

A dwelling unit is living accommodation which is occupied or, if vacant, is intended for occupation, by one or more households. The following are some examples:

1. Family home.
2. Family home on a farm.
3. A separate flat or bed-sit.
4. Caravan.

Private household

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

Note : All persons staying with the household on Census night are included as members of the household.

Any person absent from the household on Census night is excluded.

Examples:

1. A person living alone.
2. A single parent living together with his/her children.
3. A husband and wife (or couple) living together and having no children.
4. A husband and wife (or couple) living together with their children.
5. A husband and wife (or couple) living together (with or without children), and with other relatives, (e.g. grandparents), or other persons, (e.g. visitors, servants, boarders), staying on Census night.

6. A group of related or unrelated persons sharing a house or flat.
7. A resident caretaker (and family) of a house or office.
8. One or more persons or a family living in a caravan or encampment.

Non-private household

The following are examples of non-private households (i.e. establishments or institutions).

Hotels, Country Clubs, Guest Houses, B&Bs,
Boarding Houses (see notes below), or Hostel.
Seminary, Monastery or Convent.
Hospital, Nurses' Home, Nursing Home, County Home, Orphanage
Boarding School, Garda Stations, Military Barracks.

Notes: Where the entire establishment or institution makes up one single non-private household, Forms A for that establishment or institution should be filled in by the person in charge (e.g. manager or administrator).

For Boarding Houses (i.e. 'digs') with less than five boarders, the Boarding House should be treated as a private household.

A proprietor, manager, head or any member of staff who resides on the premises with his/her family must be regarded as a distinct private household and must receive a separate Form A.

Staff of an institution (e.g. hospital) who are working a night-shift or on night duty on Census night, and who return to their own homes the following morning should be enumerated at home.

Business Unit

A business unit is an undertaking in which some or all of the activities listed below are taking place:

- Commercial activity (e.g. auctioneers, insurance firms, banks).
- Service activity (e.g. hotels, restaurants, cafes, B&Bs, transport companies, storage companies, travel agents, taxi firms, shops, supermarkets, garages, building/DIY stores, hospitals, garda stations and military barracks).
- Manufacturing or mining activity (e.g. factories, mines, quarries in current production).
- Non family farms (e.g. large farms operated as a limited company).

2.3 Geographical Definitions

Different types of EAs

For Census purposes EAs are divided into two main groups - urban EAs and rural EAs. The former is mainly built up areas while the latter is mainly rural in character. Sometimes a rural EA may include all or part of a small town and in this case the EA may be termed mixed urban/rural.

Townland

The Townland is the smallest territorial unit distinguished for census purposes. Townlands were formerly used for administrative purposes in the country. It should be noted that Townland boundaries are generally not observed within Municipal Towns. However, in the case of a very small Town, the Townlands on which it stands are listed, in alphabetical order, immediately after the Town's name on Form C so as to ensure the enumeration of houses which cannot be associated with a street or road, (see Section 6.7).

Street

The Street is a group of adjacent properties (e.g. houses, shops, businesses) having the same address within a built up area.

For Census purposes, the population is compiled on a street basis within towns.

District Electoral Division or Ward

The District Electoral Division (DED) or Ward is the smallest administrative area for which population statistics are regularly published. Outside Municipal Towns, DEDs generally consist of a number of complete Townlands. A Municipal Town is usually comprised of one or more complete DEDs or Wards.

Different types of towns and their suburbs/environs.

All of the following are called **Municipal Towns**

- The five County Boroughs (Dublin, Cork, Limerick, Waterford and Galway) and the Borough of Dun Laoghaire.
- The five Municipal Boroughs (Clonmel, Drogheda, Kilkenny, Sligo and Wexford).
- The forty nine Urban District (e.g. Arklow, Athlone).
- The thirty two towns with Commissioners (e.g. Greystones, Mullingar)

Note: All of the above have legally defined boundaries which must be strictly observed during the course of the enumeration.

Non-Municipal Towns are those which do not have legally defined boundaries. They are sometimes called Census towns.

The built-up areas which lie just outside the legal boundary of a Municipal Town are termed "**Suburbs**" in the case of a County Borough or the Borough of Dun Laoghaire and "**Environs**" in the case of the other Municipal Towns. The CSO has pre-assigned boundaries to the non-Municipal Towns, the Suburbs of the County Boroughs and the Borough of Dun Laoghaire and Environs of Municipal Towns. These boundaries must be meticulously observed in carrying out the enumeration.

Chapter 3

Description of Form D and preparation for Visual Enumeration

3.1 Introduction

Each Enumerator must compile a complete list of all dwelling units, business units and other buildings in her EA. The details of all dwelling units and other units should be recorded on Form D and also marked on the map(s) of your EA. This procedure is called the Visual Enumeration. It is essential that you organise yourself properly to carry out your Visual Enumeration. This chapter sets out the procedure which must be followed during this phase of the work. You should make your preparations at home prior to setting out on the actual Visual Enumeration. Lay out the forms required and the maps on a large table (e.g. a kitchen or dining table). Study the relevant instructions, the forms and map(s) carefully and ensure that you fully understand the job you are required to do.

3.2 Description of Form D

Appendices 12 and 17 give an illustration of how entries should be made on Form D. This should be carefully studied in conjunction with this section.

Column (1) - Form D Serial number

Each dwelling unit, business unit or other building must be recorded on Form D with a unique Serial Number.

The numbering sequence should commence with '1' except where the Field Supervisor specifically directs otherwise.

Normally, one line on Form D is given to each serial number. However, in some cases because of the length of entries in Columns (2) through (13) more than one line may be used.

Gaps may be left in the Form D serial numbers. Thus the sequence 100, 101, 110 is acceptable. The sequence 100, 110, 101 is **NOT** acceptable.

If you are unable to make contact with the household, you should leave a gap in the sequence of serial numbers. This household must be re-visited at a later time during your Visual Enumeration.

Duplicate serial numbers are not allowed. If, by mistake you use a duplicate serial number you should correct the error by using the next unused number in the sequence for the duplicate number. Thus, for example, the sequence 1, 2, 100, 101, 101, 102, 192 should be replaced by 1, 2, 100, 101, 193, 102, 192. Make a note of the reason for the break in sequence in Column (11).

Note: You must **NOT** use letters to correct an error. Thus the sequence 1, 2, 100, 101, 101A, 102, 192 is not acceptable.

A second book of Forms D can be obtained from your Field Supervisor should this be required. The numbering sequence in the second book should begin where you finished in the first book. Thus, if Book 1 ends with serial number 551, Book 2 should begin with 552. Where a second book is used, write the figure '1' on the front cover of Book 1 and the figure '2' on the front cover of Book 2.

Column (2) - Address

The complete address for every dwelling etc. should be written in Column (2). In cases where you find it difficult to give the address of the building, you should give an indication of the building's location. Examples may include something similar to the following at the rear of 27 Main Street or in a lane way off High Street.

Flats: the address of the building in which the flat is located should be given in Column (2) along with the number of the flat, if any.

Two or more families living at the same address, (i.e. house or flat), should be treated as one household living in that dwelling unit if they:

1. have common house-keeping arrangements;
2. share their meals;
3. share a common living or sitting room.

This is a multi-family household. One serial number only should be used for this dwelling unit.

Separate families NOT sharing house-keeping arrangements etc. in a house and living at the same address should be treated as separate households. Each of these dwelling units should be separately listed on Form D, given their own serial number and a note inserted in Column (11) regarding the household arrangements in the house. This situation is likely to occur where a conventional house has been converted into two or more flats.

A dwelling etc. without a name situated in a rural area may not have any specific address. In this case Column (2) can be left blank but the Townland should be entered in Column (4).

3. Column (3) - Description of Premises

The precise description of each building etc. should be recorded in this column. The following are some examples:

Dwelling house	Office building	House-boat
Flat	Nursing home	Church
Hotel	Theatre	Caravan
Shop	Cinema	Hospital
Factory	Office block	Tent
Warehouse		

Where a building contains several flats not identified by number, each flat's location within the building should be indicated, for example: garden flat, first floor flat, front flat, etc.

Where a house is not suitable for human habitation indicate in Column 3 whether it is :

- run-down or dilapidated;
- being renovated;
- under construction.

If a house is habitable, but unoccupied state whether it is

- an old house; or
- a new house awaiting its first occupier.

4. Column (4): Townland

Where appropriate the townland in which the premises is located should be given in Column 4. In a continuous series of premises from the same townland it is sufficient to write the townland name on the first relevant line and the double quote symbol thereafter until the next page.

The figure 1 should be entered in relevant column in respect of all private dwelling units as follows:

- if the dwelling unit will be occupied on Census night, (Col. 9).
- if all the occupiers will be absent on Census night, (Col. 10).

9. Columns (9-11): Occupancy status of Private Dwelling Units

The date on which you collect the Form(s) A from the household must be entered in this column. You must ensure that all copies of Form A delivered are collected. Thus, each delivery date in Column (7) should be matched by a collection date in Column (8).

8. Column (8): Date of Collection of Completed Form A

The date on which you delivered Form(s) A to the household must be entered in this column. If two or more visits are necessary to deliver Form A, only the date of the last visit should be entered.

7. Column (7): Date of Delivery

- The name of the head, one of the joint heads or any other adult member of the household who is providing the information should be entered in Column (6).
- For a residential dwelling unit which is unoccupied, the word 'Vacant' should be entered in this column.
- For a non-residential premises (e.g. offices, factories) this column should be left blank.

6. Column (6): Person responsible for making the return

The DED or Ward name in which the premises is located should be recorded in Column (5). Use the double quote symbol if the DED name is repeated on successive lines of Form D.

5. Column (5): DED or Ward

Where a dwelling unit is likely to be vacant on Census night you should insert one of the following codes as appropriate:

Description	Code
Habitabile Houses	HH
Habitable Flats/apartments	HF
Holiday Home	HOL
Non-habitable Houses;	
Under Construction	UC
Run Down	RD
other Non-habitable Houses	NH
Non-habitable Flats	NF

Note: Columns (9-11) should be left blank for non-private households, (i.e. institutions).

10. Column (12): Full Name of Business Unit

The complete name for every business unit must be entered in this column. When more than one business unit occupies the same building you should separately record each one. Similarly, in the case of shopping centres and industrial estates you must make a separate entry for each business in Form D.

11. Column (13): Notes

Notes which might assist you in identifying dwelling units, business units or buildings should be entered in this column. Special features which will assist you to identify buildings and dwelling units when you collect the Form(s) A might also be entered here. Examples such as "green front door", "white pillars with black gate", etc. may be used.

Note: You should reference the page in your notebook if you have used the notebook to record any special features of the dwelling etc.

3.3 Maps and Colour coding

1. Maps:

Each enumerator is supplied with a map or maps covering her area according to the following scales:

- in rural areas 1:10,000 (i.e. a 6" map). In some areas which are very sparsely populated maps on a larger scale of 1:15,000 and 1:20,000 are supplied.
- in urban areas other than the main boroughs 1:2,500 (i.e. a 25" map)
- in the main boroughs 1:1,000 (i.e. a 63" map)

Where an EA covers a rural area and town environs (or suburb) the Enumerator will be given maps of the appropriate scale for each area.

2. Colour-coding:

The following colour coding is used to distinguish boundaries and other features on the maps:

Boundary/Feature	Colour Code
EA boundary 	Purple line or band
DED boundary 	Red line
Municipal Town Boundary	Green line
Environs of Town	Pink line
Townland boundary	Blue line
Townland boundary within an urban centre 	Broken Blue line
Non-relevant map area	Black cross hatched
Relevant part of EA on another map	Purple cross hatching

3.4 Identifying your EA

1. EAs are self-contained geographical areas which do not overlap.
2. Thoroughly familiarise yourself with the boundaries of your EA (including townlands, DEDs, streets etc.) using the Forms C and maps provided. If you identify any apparent contradiction between the map and Form C you should immediately alert your Field Supervisor. Similarly, if you have any queries about the boundary of your EA you should discuss them with your Field Supervisor.
3. When you are familiar with the precise location of all significant boundary points in your EA you must:
 - discuss and decide on the precise location of boundaries with the Enumerators in neighbouring EAs.
 - inform and discuss with your Field Supervisor the decisions taken on the location of boundaries.

3.5 Suggested methods for Route Planning

You must visit every dwelling or other building in your EA. To ensure that no building or habitation is missed, you must plan your route in advance using the map(s) supplied.

1. Urban route planning
 - a. Divide the EA into 'blocks' of adjoining streets
 - b. Each distinct block should be completed before starting on the next block.An example of urban route planning is given in Appendix 14.
2. Rural route planning
 - a. Take an identifiable land-mark (e.g. an important road or junction) in your EA as a starting point.
 - b. Divide the EA roughly into segments.
 - c. Each distinct segment should be completed before starting the next.An example of rural route planning is given in Appendix 9.
3. Your Field Supervisor will provide you with the necessary training in route planning.

Note: By carefully planning your route before you set out on your Visual Enumeration your time in the field will be kept to a minimum. For your own convenience ensure insofar as possible to keep travelling to a minimum.

3.6 Preparation of Forms A before you set out.

1. First check that the forms assigned to you are fully printed and whole.
2. The following entries should be made in Panel A in the bottom left-hand corner on Page 1 of Form A:
 - County or County Borough.
 - DED or Ward.
 - EA number.

This information can be obtained from Form C.

3.7 Articles to be carried during the Visual Enumeration

When carrying out the Visual Enumeration and delivering the Forms A you should bring with you in the satchel provided, the following articles:

1. A sufficient supply of both English and Irish versions of Forms A and Forms A(P), (and accompanying explanatory note Form PR, see Appendix 3).
2. A sufficient supply of the explanatory Census brochures.
3. Your Book of Forms D with cardboard divider.
4. Your clipboard.
5. The map(s) covering your EA.
6. A black pencil (for making entries in Form D and Forms A etc.)
7. An eraser.
8. A red biro for marking the map(s). Do not use a felt pen.
9. A supply of envelopes for persons who wish to make Personal Returns of A(P) forms.
10. Your Enumerators' Manual.
11. Your Certificate of appointment as Enumerator, (Your appointment card - ID).
12. Your notebook - write your name, address, employee number, and EA number on the front cover of the notebook.
Note: The information recorded in notebooks is strictly confidential.
13. A pencil sharpener.

Chapter 4

Visual Enumeration and Distribution of Forms A

Introduction

In the Visual Enumeration each Enumerator is required to record on Form D all permanent structures consisting of walls and a roof in her EA. The examples below list structures which should be included in the Visual Enumeration and also those structures which should not appear on Form D or your map.

Note: During the Visual Enumeration stage you will also be delivering the Census form (Form A) to each household or institution in your EA which is listed in Form D.

1. Examples of structures which should be recorded on Form D and your map:

a. Permanent		
Dwelling houses	Military barracks	Garda stations
Blocks of flats	Hospitals	Separate blocks in large hospitals
Shops	Theatres	Cinemas
Pubs	Club-houses	Garages and filling stations
Hotels	Factories	Warehouses
Restaurants	Schools	Churches
Offices etc.	Prisons	Religious institutions

b. Non-permanent		
Caravans	Mobile homes	Ships and house boats
Travelling family's encampment	Camper vans Cruisers	Lorries with sleeping accommodation parked in lay-bys

Note: Other kinds of vessels such as small boats used for pleasure or sporting purposes should be listed only if they are being used as living accommodation at the time of the Census.

2. Examples of structures which should NOT be recorded on Form D or your map:

Structures not to be recorded		
Barns	Outhouses	Stables
Hay-sheds	Milking parlours	Garden sheds
Green-houses	Domestic outhouses	Domestic garages
Ancient monuments	Street traders' stalls	Public toilets
Telephone kiosks	Bus shelters	Rain shelters
Dressing rooms	Water towers	Spectator stands
ESB sub-stations	Sports stadia	Religious shrines
Very badly run-down Buildings, (i.e. some walls and roof missing)		Religious grottoes

Note : Every premises used for human habitation, even one of those listed above, must be recorded in Form D and on the map.

3. Some buildings are not easily visible. To ensure that no dwelling, business unit or other building has been overlooked you must cover every length of public thoroughfare in your EA. You must see all buildings for yourself and not take the word of somebody that there is no dwelling in a secluded area or one which is difficult to reach.

Examples of buildings which require extra vigilance include:

- flats over shops;
- houses in alleyways or down narrow lanes;
- caravans or mobile homes in back gardens;
- outhouses converted into living accommodation;
- isolated houses not visible from the roadway etc.

Visual Enumeration and Distribution of Forms A

The Visual Enumeration and Distribution of Forms A in your EA should begin on Tuesday, 9 April 1996 and be completed by Wednesday, 24 April 1996.

4.1 Approach to household.

When dealing with the public the enumerator is the CSO's representative. Introduce yourself clearly as a Census Enumerator and present your ID card.

When meeting a householder the Enumerator should keep the following points in mind:

- Adopt a friendly and courteous manner.
- If you encounter a householder who is reluctant or who refuses to fill out the form you must:
 1. Do your best to convince the householder of the necessity to give the information.
 2. Never resort to threatening or bullying tactics and never be provoked into aggressive behaviour.
 3. As a last resort if the householder is still reluctant, you must point out that there is a legal obligation to complete the form and that refusal to co-operate may lead to legal proceedings.
 4. If after pointing out the legal obligations the householder is still refusing to co-operate you must not pursue the matter any further at this point. Take note of the situation so that you can furnish a report to your supervisor. In your report point out why the person has refused to co-operate and highlight any particular objections he/she expressed during your conversation.
- You must be prepared at all times to help householders who have difficulties filling in the form; these difficulties may arise because they have particular problems regarding certain questions or because of literacy and eyesight difficulties. You must be tactful and understanding at all times.

1. Beginning at your chosen starting point on the map and working consistently according to your map you must compile a complete list of all dwelling units, business units and other buildings in your EA on Form D.

2. As you encounter each dwelling etc. during the Visual Enumeration you must enter on Form D the details of that dwelling unit, business unit or other building. Form D entries must be made in precisely the same order as they are encountered in the course of the Visual Enumeration. Ensure that every dwelling/building etc. which is likely to be inhabited on Census night is listed on Form D. Each identifiable dwelling unit and each building (or part of a building) containing an identifiable dwelling unit must be listed in Form D and given a separate Form D serial number.

3. The dwelling units, business units or other buildings must then be marked on the map(s) supplied and the corresponding Form D serial number entered at that mark on the map(s). This should be done immediately after the dwelling etc. has been listed on Form D.

4. When a dwelling etc. has been listed on Form D and marked on the map you must enter the Form D serial number for the dwelling etc. in Panel D of Form A. Remember to use the same Form D serial number if more than one Form A is needed for that dwelling/building unit. In Panel A in the lower left-hand corner of Form A:
 1. enter the town name if required.
 2. enter the number (or name) of the house.Note: Panels A and D need only be completed on the first and last forms for a large institution.

It is essential that the Form D serial number is entered correctly on the map. It pinpoints the location of each Form A on that map(s).
5. Deliver one or more Forms A, as required, to the dwelling, business, building or institution as follows:
 - Present yourself to the householder and identify yourself as a Census Enumerator (ideally this should be to the head of the household). Always show your Census ID card.
 - For multi-dwelling buildings (blocks of flats, bed-sits etc.) ask the first householder you encounter the number of households in the building.
 - Ask the householder which version (i.e. English or Irish) of Form A he/she requires; an Irish name or persons living in the Gaeltacht might indicate that the householder has a preference for an Irish form.
 - Ask the householder how many people live in the household. If there are more than 7 persons in a private household make sure 2 (or more) Forms A are given to the householder. Put a RED LINE through line 1 on the second form. This line should run across pages 2 through 6.Note: For institutions (e.g. hotels, hospitals or prisons) **do not** mark out line 1 on the second and subsequent forms. All 7 lines on every form should be used for enumerating persons in institutions.
- Ask the householder his/her name.
- Write the householder's name in Column (6) of Form D.
- Write the householder's name in the top right corner of page 1 on Form A. The name should be placed to the right of CENTRAL STATISTICS OFFICE.
- Give Form A and the explanatory brochure to the householder.

- Inform the householder that you will return to collect the completed version of Form A as soon as possible after Census night, Sunday 28 April 1996.
- Thank the householder and proceed to the next household.
- Record the date of delivery of Form A in Column (7) of Form D.

Notes:

a. If after having made three previous attempts to contact the householder you are still unable to make contact, you should:

- complete a copy of Form CEN 1 (see Appendix 5).
- complete Panels A and D on Form A.
- place CEN 1, Form A and the explanatory brochure into an envelope and drop it through the letter box.

b. For Institutions (e.g. hotels, hospitals, prisons), you must:

- Ask your Field Supervisor to make contact with the administrator or manager to obtain permission to enumerate the institution.
- For small institutions present yourself to the administrator/manager and outline to him/her the procedure to be followed in enumerating the institution. Generally, enumeration should commence a few days before Census day.
- Where possible present yourself to each person in the institution as the Census Enumerator. Ask the person his/her name and enter it on the next available line on Form A. Tick the appropriate box under Question 2 to identify the sex of the person.
- On a copy of Form A(P) write the person's name and sex in the appropriate boxes. Complete Panels A and D on Form A(P).
- Give the person a copy of Form A(P), Form PR and an envelope. Instruct the person to complete Form A(P) on Census night and to seal the completed form in the envelope.
- Inform the person to leave the envelope with the manager/administrator on the morning after Census day for collection by you.
- In the unlikely event that a person is unwilling to return the form to the enumerator, he/she should be given an envelope in which to return his/her

Census form directly to CSO. The person should be instructed to write FREEPOST on the outside of the envelope.

Note: This practice is a last resort and in general should be discouraged.

c. For traveller encampments enter in your notebook the number of forms you distribute. Attempt to find out whether each particular household will be there on Census night and on the following morning Monday 29 April 1996.

d. Your enumeration should be completed by Wednesday 24 April 1996. However, ports and harbours containing seagoing ships and boats should be covered one or two days before Census date.

e. If you think that you may not be able to complete the distribution of the Forms A by the completion date you must notify your Field Supervisor immediately.

4.2 Special Cases (vacant dwelling, multi-dwelling buildings etc.)

1. If the dwelling, business or building will definitely not be inhabited on Census night you should not deliver a Form A.

2. The dwelling etc. should be listed on Form D and marked on the map regardless of whether a Census form has been delivered to that dwelling, business or building etc.

3. If the occupants of a house or flat do not fit the usual family pattern (e.g. father, mother and children with/without relatives) you should inquire about housekeeping arrangements - that is, as outlined on the front of Form A.

4. If you find out that a household intends to move from the dwelling unit before Census night, either temporarily or permanently, you should:

- not leave a Form A.
- enter the words 'likely to be absent' or 'likely to be vacant', as appropriate, above the name of the head of the household in Column (6) of Form D.
- make a note of the situation in your notebook, giving where possible, the number of persons in the household and the address at which they expect to spend Census night.
- enter '1' in Column (10) or (11), as appropriate, on Form D.

5. For multi-dwelling buildings and apartments, work systematically through the building, from floor to floor. List each flat or 'bed-sitter' in Form D as well

as any remaining parts of the building used for non-residential purposes (e.g. as shops or offices).

Inform your Field Supervisor of any apartment block developments in your EA. Contact with individual households in the apartment block may be difficult so special arrangements may be necessary to gain access.

6. For partly non-residential and partly residential buildings such as a shops with flats above or an office block containing a caretaker's flat, the living accommodation should be listed first and given a serial number. The remaining portion(s) of the building should be listed separately, given their own serial number(s). The nature of the business should be written in the notes, Column (13) on Form D.

7. Groups of structurally separate buildings such as:

- blocks in a hospital
- factory blocks
- blocks in a school

should be given only one serial number in Form D. However partly or wholly residential buildings must be separately listed on Form D and on the map, Examples are:

- gatekeeper's house
- caretaker's house or flat
- nurses' home
- nuns' or religious brothers' residence

8. A caravan or mobile home should be listed separately in Form D except where:

- it is parked in the grounds of a private house and is NOT occupied by a separate household.
- there is one or more unoccupied caravans in a caravan park. These should be given one listing only in Form D with a note of the total number of caravans unoccupied.
- one or more unoccupied caravans are being displayed for sale or hire. One listing only should be made on Form D.
- note the total number of caravans in Column (13) of Form D.
- two or more caravans are occupied by a single household. One listing only should be made in Form D in this case.

9. Granny-flats should be separately identified on Form D. A separate copy of Form A should be given to the occupant(s).

10. For large institutions (e.g. hospitals, prisons), the following procedure should be followed:

- Arrange with your Field Supervisor to make contact with the administrator or manager to obtain permission to enumerate the institution.
- Your Field Supervisor will arrange with you the appropriate time to commence the enumeration of any large institution in your EA. Generally, enumeration should commence on the Friday before Census day and proceed through Saturday until all persons have been contacted.
- Present yourself to each person in the institution as the Census Enumerator. Ask the person his/her name and enter it on the next available line on Form A. Tick the appropriate box under Question 2 to identify the sex of the person.
- On a copy of Form A(P) write the person's name and sex in the appropriate boxes. Complete Panels A and D on Form A(P).
- Give the person Form A(P), Form PR and an envelope. Instruct him/her to complete Form A(P) and to seal the completed form in the envelope for collection.
- Inform the person that you will return on Monday 29 April to collect the form.

4.3 Annotation of the maps.

1. On the map(s) of your EA you must:
 - mark the location of all buildings not already on the map in RED.
 - mark over the location of all new buildings already marked in pencil on the map in RED. You must confirm the location of these new developments before over-writing the location in RED.
 - write the Form D serial number of all buildings in RED.

In the case of a street or block of flats it is sufficient to write the range of Form D serial numbers and outline the street or block on the map. You should examine the map given in Appendix 14 to see how your map should be annotated.
2. The maps must be annotated in the field as the Visual Enumeration proceeds.
3. Maps must be annotated in pencil; they should clearly show:
 - all existing dwelling units, business units or other buildings.

- the location of known extensive building development not shown on your map; these should be marked in RED.
- temporary habitations such as caravans, travellers' encampments etc. must also be marked in RED.
- when you encounter a dwelling unit etc. shown on the maps which has become dilapidated and cannot be used any longer for human habitation, place the letter 'D' in pencil on the Map at the location of the dwelling.

4.4 Duplicate Forms D

You should forward the duplicate (carbon copy) Forms D to your Field Supervisor at regular intervals to enable him/her to assess the progress of the work.

Chapter 5

Collection of Completed Forms A

The collection of completed Forms A for your EA should begin on the morning of Monday 29 April 1996 and be completed as quickly as possible.

5.1 Articles to be carried when collecting Form's A

When collecting Forms A, you should bring the following items with you in the satchel provided.

1. A supply of Forms A, (both English and Irish versions), Forms A(P), Forms PR and envelopes for Personal Returns.
2. Your book of Forms D used for Visual Enumeration.
3. Your clipboard.
4. The map(s) covering your EA.
5. A black pencil.
6. An eraser.
7. A red biro for marking the map(s). Do not use a felt pen.
8. Your Enumerators' Manual.
9. Your Certificate of Appointment as Enumerator, (ID Card).
10. Your notebook.
11. A pencil sharpener.

5.2 Places to visit immediately after Census day

Visit any ports and harbours containing seagoing ships and boats in your EA early on the morning of Monday 29 April 1996. It is vital to contact these vessels early as they may be sailing on the Monday morning. Recall that you should have given each of these vessels the required number of Census Forms one or two days before Census date.

Visit all Hotels, Guesthouses, B&Bs and Boarding houses in your EA as early as possible on the morning of Monday 29 April 1996. As guests may be leaving on Monday 29 April it is vital to make early contact with the manager of these institutions.

Visit any travellers' encampments in your area. You will already know the location of any members of the travelling community present on Census night. It is important to visit these first before they decide to move from your area.

5.3 Form A Collection Procedure

Begin the collection of forms in your EA by visiting each dwelling or other habitation noted in your book of Forms D which received a copy of Form A.

You should visit the first dwelling entered in your book of Forms D first, and proceed to each dwelling, one after the other, as listed in order of your book of Forms D.

Present yourself to each householder (ideally this should be to the head of the household) and identify yourself as a Census Enumerator.

Remember to present your ID when making every visit to a household.

5.4 Procedure for dealing with the Householder at the Doorstep

1. Ask the householder for his/her completed copy of the Census Form. Where the householder returns the form to you, you **MUST** carry out the following checks:

- Verify the number of persons who spent Census night in the household with an adult.

Note: Do not ask a visitor to the household to verify the number of persons.

- Open the Census form on page 2 and check the number of persons stated against the names listed under Question 1. If this does not correspond to the number of persons who spent Census night in the dwelling then the form should be amended by the person who completed it. This may entail deleting a particular line or adding an additional line. You should return at a later stage to collect the (corrected) form.

Note: The person responsible for making the return must sign the declaration on page 6.

- If the number of persons stated agrees with the number listed under Question 1 then scan all the remaining questions looking for instances where whole questions which should have been answered have been left completely blank. If you find any of these you should request the person who filled out the form to carry out the necessary corrections. This may entail making an appointment to return to collect the form.

Note: This situation may occur frequently with elderly persons whose sight is poor; remember to be tactful at all times.

- Check that the head (or joint head) of the household has signed the declaration in the top right hand corner of page 6.

Note: The examination of the form at the door step is essential. The accuracy of the enumeration largely depends on it.

1. **Any enumerator neglecting this aspect of her work will be considered in breach of her contract of employment.**
2. An enumerator **must not** make any corrections to the Census form. This can only be done by the head (or one of the joint heads) as listed on line 1, page 2 of the Census form.

2. Where the householder informs you that he/she had trouble understanding some or all of the questions, you should assist him/her to complete any or all of the missing details.

3. When a householder tells you that he/she has forgotten to complete the form on Census night, you should offer to wait until he/she completes it. If that is not convenient for the householder, make an appointment to return and collect the completed form later.

4. In the unlikely event that a householder informs you that he/she has mislaid the form you should:

- Give him/her a new copy of Form A.
- Note the details from the Book D entry for that household on the new copy of Form A and put the householder's name on top of the form.
- Wait at the doorstep until the householder completes the form. If that is inconvenient for the householder make an appointment to return and collect the completed form.
- If the householder finds the original copy before you make your subsequent visit to the household, ensure both copies of Form A are returned to you. The incomplete copy should be included with any other spoiled forms to be returned by you to CSO.

5. Note the date of collection of the Census Form in Column 8 of the Book D for that household.

6. Thank the householder for completing the form and for their co-operation and proceed to the next household.

Note: It is essential when making corrections to Form A at the doorstep (i.e. item 2 above) that the householder:

- draws a line through any wrong entry.
- makes any necessary corrections clearly, in **RED** biro (you should provide the biro).
- does **NOT** use a rubber/eraser or tippex to make any corrections.

5.5 Completing Panel C on Form A

Panel C on page 1 of the Census form should now be completed. Tick the appropriate box and:

1. Box 3 should be ticked if the household consists of travelling people. In these cases ensure insofar as possible that the total number of forms delivered to the encampment agrees with the total number you collect. If you are missing any forms try to locate them. If the household has moved try to find out the intended destination from a neighbour. This information should be included in your Form E report to your Field Supervisor (see Section 5.12).
2. Specify the details in the case of an institution (i.e. when box 5 is ticked).
3. Where 2 or more forms have been delivered to a household box C should only be completed on the first form for that household or institution.

5.6 Collecting forms from Institutions

1. Small institutions (small hotels, guesthouses, B&Bs etc.)

Make contact with the manager/administrator to collect all completed Census forms. Ask the manager/administrator for permission to view the register for Sunday night 28 April 1996. List every person on the register on Form A. Use all available lines on each copy of Form A before using a subsequent form.

Make sure to complete Panels A and D on the first Census form used to list all persons on the register.

2. Large institutions (hospitals, prisons etc.)

You must commence the collection of all Forms A(P) on the morning of Monday 29 April 1996. Your Field Supervisor may arrange the assistance of another enumerator or may directly assist you should this be necessary.

Visit every person in the institution in exactly the same order as you did during your Visual Enumeration. Present yourself to each person to whom you delivered a Form A(P) and ask him/her to return the completed form to you in the envelope.

If you encounter a person not covered in the Visual Enumeration ascertain his/her details on a separate Form A(P). When you return to your home add these persons to the end of the persons listed on Forms A for the institution.

When you have visited all persons check with the manager/administrator (or staff nurse in the case of a hospital ward) to ensure no new persons have been missed. In a small number of cases a person or persons, to whom a Form A(P) was handed out during Visual Enumeration, may not be present in the institution on Census night. This may arise, for instance due to the discharge of a patient or inmate or to the death of a patient in hospital. In such cases the uncompleted Census form should be collected from the person in charge of the institution and the reason for the non-completion of the form noted in Book D.

5.7 Personal Returns - Form A(P)

When you are collecting Forms A, check the entries in Column 13 of the Book D to identify cases where you delivered Forms A(P). In these cases you must ensure the following:

- The head of the household must list all the household members (including those making Personal Returns) on Form(s) A.
- Collect a completed Form A(P) in respect of each person concerned.
- If any are missing, confirm that they have been passed on to the Field Supervisor.
- No details regarding the Forms A(P) should be disclosed to the head of the household.

5.8 Dwelling Units missed at delivery stage

If you discover a dwelling unit which you missed during your Visual Enumeration you must:

1. Contact the household.
2. Make the entry on Form D - ensure to continue in sequence from the last serial number used (i.e. add it in at the end of the list of Form D serial numbers).
3. Make the entry on your map.
4. Check that the dwelling unit was occupied on Census night.
5. If the dwelling was occupied fill in the Form D number on the Census Form and get the householder to complete it.
6. Check any caravans or mobile homes (including those in caravan parks) which were not listed separately on Form D because they were not occupied at delivery stage. If these were in fact occupied on Census night follow steps 1 to 5 above.

Note: Where possible, always try to get the Census Form completed during the course of your visit to save returning again to that household.

5.9 Dwelling Units noted as 'Vacant' or 'Absent'

1. Any dwelling units noted as 'Vacant' or 'Absent' on Form D must be revisited to check their actual status on Census night.
2. If you find the house etc. was not vacant on Census night you must:
 - insert the necessary details on Form A (i.e. Boxes A and D).
 - get the householder to complete a copy of Form A.
 - amend entries in Columns (6), (7), (10) and (11) of Form D.

Note: Where possible, always try to get the Census form completed during the course of your visit to save returning again to that household.

5.10 Arrival of new households since Visual Enumeration

If a change of residence (i.e. a complete household) takes place since Visual Enumeration stage, you must:

1. Check the householder has completed the copy of Form A you delivered to that household during the Visual Enumeration. Accept the form and make the necessary amendments to Form D.
2. If the householder has not received a copy of Form A, you should give him/her a copy and ask them to complete it (at the door step if necessary).
3. Note the change of occupier in the notes, Column 13 of Book D for that dwelling unit.

5.11 Households which are difficult to contact

1. If you are unable to make contact with a household you must:
 - re-visit the house or institution at least three more times.
 - if necessary ask a neighbour the best time to get the head of household at home.
2. Vary the times of the day at which you re-visit the household.
3. Note the date and time of the second and subsequent visits in your Notebook.
4. If after 3 visits you have still not been able to make contact, complete Form CEN 2 (see Appendix 6) and leave it for the householder.
5. If a week has elapsed since you delivered Form CEN 2 to the household or institution, complete Form CEN 3 (see Appendix 7) and leave it for the householder.

6. If a further 4 days has elapsed since you delivered Form CEN 3 to the household or institution you must:
- fill in the details relating to your Regional Office on CEN 4 (see Appendix 8).
 - place your initials in the bottom left hand corner of form CEN 4.
 - deliver :
 1. form CEN 4.
 2. a (second) copy of Form A.
 3. a stamped addressed envelope (addressed to the Regional Office) to the household or institution.
 - In your Notebook, note the time and date you delivered these items.

Notes:

1. CEN 4 is a letter bearing the signature of the Director General of the Central Statistics Office.
2. You should carry out frequent checks of Garda Stations in the locality to see if any completed Census forms have been left there after you started delivering CEN 4 letters.
3. Check with your Field Supervisor for any Census forms which might have arrived by post at the Regional Office.

7. Forms A received at regional offices as a result of the use of CEN forms should not be subjected to the Form H procedure (see Section 5.14), unless there is reason to believe the householder did not wish the enumerator to see them. All other forms should be passed to you (the enumerator) for incorporation with the other forms you have collected.

5.12 Households which have left the EA - Form E

1. If it becomes apparent during the collection stage that a complete household listed in Book D has spent Census night outside your EA, you should immediately complete a Form E in respect of that household. It is necessary to commence this process speedily as a check will have to be made in the relevant EA where the household is reported to have spent Census night.

2. All **original** and **duplicate** Forms E should be made up in separate bundles and arranged in Form D Serial number order. These must be passed without delay to your Field Supervisor for checking purposes.

3. You must ensure Form E is **not** completed in respect of the individuals absent from multi-person households on Census night. This includes any person sharing a flat with others and missing on Census night. Such a person must **not** be reported on Form E.

4. You should not use Form E as a means of cutting down the number of return visits to households to collect completed Forms A. For any household which is difficult to contact follow the procedure outlined in Section 5.11 above.

5.13 A further detailed check on Forms A and Forms A(P)

1. Incomplete or defective forms

If after the completing the collection of Forms A you find a form is incomplete or defective, you must re-visit that household. Inquiries must **not** be made by phone.

2. Soiled and torn forms

If you find a soiled, torn or badly written form you must carefully copy the contents of this form to a blank form, clearly marking 'copy' on the front and replacing the original with the copy you have made. All original forms which have been replaced should be bundled together and clearly labelled 'SOILED FORMS'. These should be sent with your other returns to your Field Supervisor.

3. Personal Returns - Form A(P)

These forms should be associated with the Forms A to which they relate. Forms A(P) should be ordered according to the corresponding line number of their associated Form A. In each case the line number on Form A should be entered in Panel B of the Form A(P). Later the schedule number of Form A corresponding to each Form A(P) should be transcribed onto each Form A(P).

5.14 Form H procedure

If, for reasons of confidentiality, a person refuses to return his/her Census form to you, you should instruct him/her to send it directly to your Field Supervisor in the envelope COP2. Where a Census form has been sent directly to your Field Supervisor he/she will return a copy of Form H to you showing the number of persons etc. for that household. You should place Form H in its proper place among the collected Forms A based in order of Form D serial number.

Note: In practice only a small number of people will refuse to return you his/her Census form. Nevertheless you should show all people you meet in the

course of your duties that you are the type of person who can be relied on not to breach confidence.

5.15 Refusal to fill in Form A

If you encounter a householder who refuses to fill out some or all of the questions on the Form A you must:

- Try to find out why the person does not wish to complete Form A.
- Explain the purpose of the Census and answer any queries the householder may have.
- If necessary point out that there is a legal obligation under the Statistics Act to furnish this information.

Always remain courteous and helpful even if the householder persists in being uncooperative. If, after explaining the legal obligation, the householder remains unwilling to complete the form do not press the matter any further. Inform him/her that you will be reporting the matter to your Field Supervisor. A report indicating clearly the precise questions the householder refused to answer should be sent to your Field Supervisor immediately.

Chapter 6

Completion of Forms A, B, C and D

6.1 Ordering of Forms A.

1. When you have collected all Forms A from your EA you must proceed to put them in order as speedily as possible.

2. Putting Forms A in order.

- Forms A (or any Forms H) should be arranged in the order in which they are listed in your book of Forms D. Normally this is in Form D serial number order of Panel D on page 1 of Form A.
- Dwelling units in the same building are arranged consecutively regardless of the fact that Form D Serial numbers may not remain in sequence. Thus, for example, flats should be arranged by flat number within a multi-dwelling building.
- For institutions place all Forms A(P) inside the corresponding Form A. Forms A(P) should be arranged in order by line number used for that person on Form A. Write the line number associated with each person in the space provided in Panel B on Form A(P).
- The detachable section of the Form A containing the explanatory notes should be torn off and discarded.

3. Putting Forms A into street/townland groups.

- On a table, stack the bundle of Forms A in order by Form D number.
- Stack all Forms A relating to a particular DED (Ward) together.
- Taking each stack of Forms A in turn, you must assign the street/townland code to each Census form. The street/townland code for each street or townland is obtained from the list of street/townlands given

on Form C (see Section 6.7 for more details on Form C). Look up the street or townland name on the Census form on the list of streets/townlands given on Form C. When you find the corresponding street or townland name on the list of streets/townlands (i.e. Form C), transcribe the code for that street/townland into the boxes provided in Panel A on Form A.

- In some cases you will encounter a new street which is not listed on Form C. In these situations you should:
 1. Write in the name of the new street in the lines available on the last page of Form C.
Note: The street/townland code on each line on the last page of Form C begins with an **X**.
 2. Transcribe the relevant code (i.e. beginning with X) for this new street onto Panel A of all the corresponding Forms A.
Note: Only use this procedure when you are certain a street is not listed on Form C. It is advisable to double check the list to ensure you have not passed over a street name.

- If all available new street codes have been used sort the remaining Census forms relating to new streets which do not have a new street code in each DED(Ward) stack by street name. Ensure you maintain the sorted forms in Form D serial number ordering.
Note: This situation should only rarely arise (e.g. where an estate is split into separate streets, see Section 6.7, item 2c).
Place these forms at the end of the Census forms which have a street/townland code assigned.

If the forms for a particular street are now split into two (or more) separate groups **within a DED** (i.e. within a stack) you must place all forms for that street together (i.e. move one block onto the end of the other). Maintain the house numbering within the street (i.e. place the forms relating to houses numbered 20 to 30 after those houses numbered 1 to 19).

Note: This may alter your Form D serial numbering. This however, is acceptable in these circumstances.

Do not move forms into a DED (Ward) to which they do not belong.

- Place a folio divider Form FL2 (these are available from your Field Supervisor) before the first schedule for each street or townland. Write the name of the street/townland and the street/townland code (where available) onto the folio divider.

4. Binding Forms A into file covers

- A separate file cover should be used for each DED(Ward) (i.e. each stack of Forms A).
- If there are too many forms for one folio, they should be accommodated over two or more folios as required taking care not to break any sequence of forms in mid-street or mid-townland.
- About 175 forms is normally considered the appropriate number for one folio. However, you will have to use your own judgement when deciding whether to use two or more folios. For example a DED consisting of 190 forms might be accommodated in just one folio. A DED consisting of 250 forms should be evenly split and placed into two folio covers; make sure to split at a street/townland division.
- For instructions on lacing the folios see inside of folio cover.

6.2 Completing Forms A.

Place the folios on a table and separate into individual DED (Ward) stacks. Make sure the folio with the lowest street/townland code is on top if there are two or more folios in that DED. Taking each stack in turn, remove the first folio, open it at the first Census form, then:

1. **Panel A:** Ensure all details are filled out correctly. Ensure the street/townland code is entered on each Form A. This code should be taken from the folio divider identifying that street/townland.

2. **Panel B:** Write in schedule number '1' on the first form, '2' on the second form and so on, on every form in that DED stack. If there are two or more DEDs (i.e. stacks) start at number 1 for each DED and number consecutively within that DED (Ward).

3. **Panel C:** This should have been completed earlier at the doorstep. If you neglected to do so consult the Form D entry for this dwelling (i.e. the dwelling with the same Form D serial number) to obtain the necessary details. If you find you have no Form D entry for this dwelling you must return to the dwelling to collect the details and amend Book D and your map as appropriate.

4. **Panel D:** This should be completed before you handed Form A to the householder. If it is not, repeat the previous instruction relating to Panel C.

Moving from one DED to another
give manual address to E.T.
Schedule no. is unique within DED

5. Panel E: Open Form A on page 2. Count the number of males and females. The total number of males plus the total number of females should equal the number of lines completed on page 2. Where they do not agree examine Question 1 on page 2 looking for reason(s) to explain the difference. Explanations might include some or all of the following:

1. cases where 2 people are entered on the one line.
2. babies included on a line with another person.
3. additional lines added on at the bottom of the form to accommodate more than 7 persons.

Note: In exceptional cases you may be unable to explain the difference.

If there is one form only for the household enter the number of males, females and total persons in the Males, Females and Total boxes provided in Panel E.

If there are 2 or more forms relating to a household or institution count **all** males and **all** females on **all** forms for the household or institution. Enter the number of males, females and persons on all forms in Males, Females and Total boxes on the **first** form only for that household or institution.

Note: In general the number of males and females on each individual Form A for an institution should equal the number of Forms A(P) enclosed inside of that Form A. Check this to ensure you have accounted for all Forms A(P) returned to you. Be especially careful when dealing with large institutions.

6. Panel F: The following numbers (1-4) should be used to complete Panel F:

1. An English form is completed in English.
2. An English form is completed in Irish.
3. An Irish form is completed in English.
4. An Irish form is completed in Irish.

7. You must sign the declaration on page 6 of each Form A stating the return is complete and correct insofar as possible.

6.3 Certification of Forms D and completion of Form D2

When collection stage is complete recheck the book of Forms D to make sure all Forms A have been accounted for. When you are satisfied all Forms A are collected, you should complete the **Summary of D Book Page Totals** that is Form D2 (see Appendices 13 and 18). Sign the summary page (i.e. Form D2) in the bottom right corner.

6.4 Completion of Form B

The purpose of the Form B is to summarise the number of males, females and total persons in each household or institution by street or townland. An example of a completed copy of Form B is given in Appendices 10 and 15. Particulars for one street or townland only should be entered on Form B. A separate Form B should be used for each part of a street/townland in the following cases:

- Where the street/townland is in more than one DED.
- Where part of the townland is in an urban area (e.g. town) and part in the rural hinterland.

1. Form B Headings

Fill in all details on the top of Form B (i.e.) County or County Borough, DED(Ward), EA number and Townland or Street. The street/townland should be copied from the folio divider placed before the first form relating to a street/townland. Headings which do not apply should be struck out. Enter the name of the Postal town if it applies (i.e. where the street/townland is not in a town or in the suburbs or environs of a town).

2. Columns 1 to 7 on Form B

In general one line on Form B should be completed for every household. Exceptions arise where 2 or more forms are used for a household (i.e. 8 or more persons).

- In column 6 enter the name and surname of the head of the household as listed on line 1 of Form A for that household or institution.
Note: In some cases this name may be different to that given in Column 6 of Form D.
- In Column 1 enter the Form D serial number for that household (these numbers may be out of sequence).
- In Column 7 enter the Schedule No. for the household.
Note: The schedule number is given in Panel B on Form A. If you have done your work correctly as set out in Section 6.2 above these will follow in sequence.
- In Column 2 enter the postal number or name of the premises as given under '**Street etc., Number and Name of House**' in Panel A of Form A for that household.
Note: Give the number of the house etc. only. You should NOT give the full address in this column.

- In Column 3 enter the number of households occupying the dwelling. In most cases this number will be '1'. However for houses, flats or hotels etc. that may have more than 1 household occupying the house, flat or hotel etc., enter the appropriate number.
Note: If the number of households is greater than '1' then the number of households in Column 3 should be filled in on the first line only of Form B. All other lines summarising details for the remaining household in that dwelling should be left blank.
- Transcribe the figures from Panel E of Form A to the males, females and total sub-columns of Column 5.

6.5 Totalling the figures on the Form B

Totals for Columns 3 and 4 should be entered at the bottom of the page and carried forward where appropriate. You must ensure that the totals for 'private' and 'non-private' in Column 4 tally with the total number of households given at the bottom of Column 3.

Separately total the males, females and total sub-columns of Column 5 carrying them forward where appropriate. Finally, check the overall total of the males and females combined equals the overall total of the "total" sub-column. If not, you should re-check your work.

6.6 Ordering Forms B

When all the Forms B are complete you must arrange them in order.

1. Separate the Forms B into distinct batches according to the DED(Ward) to which they relate.
2. Sort each batch of Forms B into the same order as the streets and townlands are ordered in each folio within each DED.
3. Bind the Forms B in each distinct batch together. Place one batch on top of the other and sort these batches into order by DED(Ward) name.

6.7 Completion of Forms C

Form C provides you with a street and townland listing for each DED in your EA. An example of a completed copy of Forms C is given in Appendix 11 and 16. Some new streets and very recent housing developments may not be listed on Form C so you should be especially careful to include these at the end of the list. The Form C list is supplied in duplicate. Do not separate it until all summarisation work outlined in this section is complete.

1. The list of Streets and Townlands

Column 1 of Form C contains a list showing the street and townland names in your EA. You should notice that a separate Form C has been supplied to you for each DED(Ward) in your EA. Thus each DED or part of a DED in your EA **must** have a corresponding Form C. If you notice that you are either short a Form C or that you have too many Forms C **notify your Field Supervisor immediately**. In Columns 2 and 3 on Form C the number of households and total persons for that street/townland from the previous (1991) Census is pre-printed. You must not amend these in any way whatsoever.

At the end of the Form C listing you will find lines which are blank except for the street/townland code. On these lines you should enter the details of all new streets which are not listed on Form C. The street/townland code for each new street begins with **X**. You should assign the next available street/townland code to each new street and ensure that each Form A associated with that street has that code assigned in Panel A (see Section 6.1, item 3 above). Also ensure that the code and street name are placed on the Folio Divider (Form FL2) for that street.

2. Areas on Form C

Each Form C relates to all or part of an individual DED(Ward) within your EA. The ordering of areas listed on Form C will generally follow one, or a combination of the patterns below:

- If a DED which consists, in whole or in part, of rural areas, the townlands or parts of townlands comprising these areas are listed first in the Form C in alphabetical order (in Column 1) while the town(s), if any, are listed last.
- For very small towns, the town should be listed first, immediately followed by townlands (in alphabetical order) on which it stands.
- For other towns, the streets are listed in alphabetical order and are sometimes followed by the names of the townlands (in alphabetical order) on which the town stands; this is done to ensure the enumeration of houses which cannot be associated with a street or road in the town.
- If you find that the list of streets provided is not accurate or complete you must:
 - a) Cross out streets no longer in use by drawing a line through name(s) but do not alter the 1991 figures.
 - b) **Add to the list any new streets which have come into existence since the last Census or existing streets that have been omitted from Form C. Use the lines at the end of Form C which have street/townland codes beginning with X.**

- c) You may come across a housing estate listed as one entry, for example 'Oakfield Estate' which actually consists of named streets and roads such as 'Oakfield Drive', 'Oakfield Crescent', 'Oakfield Grove' etc. You should add each of these individual roads to the end of Form C and enter the relevant 1996 population details for them. A note to the effect that 'Oakfield Estate' now corresponds to Oakfield Drive, Crescent and Grove should be added in **RED** on Form C. If you run out of codes beginning with X write in the street names at the end of the list in alphabetical order. Do not attempt to devise your own street/townland codes.

6.8 Entering details in Columns (4 - 8) and listing of Areas in Form C

In Columns 4, 5, 6 and 7 you must record the number of households, males, females and total persons respectively on each street/townland listed on each Form C. These numbers are transcribed from the Total Line on each Form B for a street/townland within a DED (Ward).

1. Transfer the total figures from Columns 3 and 5 of Forms B to the appropriate lines (i.e. street or townland listed) in Columns 4, 5, 6 and 7 respectively for each street or townland.
2. Add up the numbers in Columns 4, 5, 6 and 7. Place the totals in the space provided at the bottom of Form C.
3. The totals for males and females must tally with the total for persons.
Where there is more than one Form C (i.e. one page of a street/townland listing) for a DED(Ward), you will have to carry forward the sub-totals the subsequent page on Form C.
4. Check to see if there is any obvious discrepancies between the figures for households and total population for the current and previous Census. If there are discrepancies furnish a factual explanation in (Column 8) (e.g. new hospital opened since 1991).
Note: This is a very important phase of the enumeration as it represents a first quality assessment to be carried out on the 1996 figures. It is of the utmost importance therefore that valid explanations are furnished where unexpected increases or decreases take place since the previous census.
5. When you are satisfied that the Form(s) C for your EA are complete and correct you should sign and date each one.

6.9 Returning Form C

When you are satisfied that the summarisation on Form C is complete and correct you must separate the original from the duplicate copy of the Form C listing. Forward the original without delay to:

Census of Population,
CSO,
Ardee Road,
FREEPOST,
Rathmines,
Dublin 6.

The duplicate copy must be passed on to your Field Supervisor with the remainder of your Census material.

Chapter 7

Returning your Census Material and Completing Work Returns

7.1 Return completed Forms and other Census material.

A large black box, (the Enumerators' box) has been supplied to you for the safe transport of Census forms and other Census material back to CSO via your Field Supervisor. Each box should contain completed returns and materials for one complete EA only.

1. The following items (completed returns) should be locked in the Enumerator's box supplied for safe return to your Field Supervisor:

- Folio(s) of Forms A (with Forms H enclosed) and associated Forms A(P)
- Forms B
- Forms C (duplicate copy)
- Book(s) of Forms D
- Forms E
- Notebook
- Soiled/torn forms
- Certificate of appointment (ID)
- Clipboard
- Satchel
- Map(s)
- Instruction manual
- Spare folio covers
- Unused folio dividers
- Unused envelopes
- Unused forms
- Form L (invoice in duplicate)

Note: Your Field Supervisor will sign and return one copy of Form L to you as a receipt for the items listed.

2. On Form L you must list all items being returned in your Enumerator's box except the actual Census forms. Form L will be checked by your Field Supervisor who will sign it and return one copy to you as a receipt for the listed items.

3. The following instructions about packing of the boxes must be carefully followed:

- The 1996 Forms B and C (duplicate copy) and the Enumerator's map(s) should be placed inside the front cover of the first folio cover of Forms A relating to the EA. This is the folio cover containing schedule No. 1 for the first DED or Ward (in alphabetical order) in the EA.
- The Enumerator's notebook should be placed inside the cover of the book of Forms D.
- Forms E should be contained in a separate parcel or sealed envelope labelled **Form E**.
- Any soiled or torn Forms A should be contained in a separate parcel or sealed envelope labelled as 'SOILED FORMS A'.
- Any completed Forms H should be contained in separate parcel or sealed envelope labelled **Forms H**.
- Firstly place the folios of completed Forms A in order (i.e. with the first folio on top), in the storage box. On top of these place the book of Forms D, followed by the parcels of Forms E, soiled or torn Forms A, and your satchel. Finally, the Enumerator's clipboard, with the Certificate of Appointment and the invoice (Form L) attached, should be placed on top.
- Ensure that the card showing the region number, the field district number, the EA number and the County or County Borough is completed and placed in the slot provided on the front of your Enumerator's box.
- The box must be locked for transportation.

7.2 Reporting progress and recording time worked

1. Recording : In your notebook you must at all times keep an accurate account of your time spent on the various aspects of Census work (i.e. checking, summarisation, sorting Forms A and B, binding Forms A etc.). This information is needed to fill in your weekly progress report.
2. Form WR1: You must furnish weekly progress reports to your Field Supervisor on Form WR1. This is provided in quadruplicate. You should complete it using the interleaved carbon paper and forward the top three copies to your Field Supervisor. Retain the bottom copy for your records.

3. Your work returns should be compiled for each week (i.e. 7 days) ending on Friday. On each Saturday the completed returns should be forwarded to your Field Supervisor.
4. Form EP2: Calculation of an Enumerator's final payment depends on the careful completion of final report Form EP2. This form should be completed when you have completed your Census enumeration, summarisation work and WR1 reports. The figures for the weekly hours worked (see page 1 of Form EP2) should be taken from your retained copies of the Forms WR1. Enumerators who worked in more than one EA should furnish separate reports for each. Sign the declaration which states that you have completed your duties as Enumerator. A final bonus will be paid when you have satisfactorily completed all tasks assigned to you.

7.3 Expenses and payment of fees

1. The Department of Social Welfare has agreed that any Enumerator in receipt of Unemployment Benefit or Assistance will continue to be permitted to sign the unemployed register for a maximum of three days a week for the duration of his/her employment on the Census. This will entitle an Enumerator to part payment each week from the Department of Social Welfare. The CSO will also make a flat payment of £60 per week to all Enumerators. Your Field Supervisor will receive your cheque from CSO which he/she will in turn forward directly to you.
2. Pre-determined travelling allowance: All enumerators will be entitled to payment of a fixed pre-determined allowance in respect of travelling expenses. This allowance will be paid as soon as possible after the Enumerator has completed her work on the Census. In addition to this pre-determined travelling allowance, a gratuity will be paid to Enumerators who incur extra travelling costs arising from the distance of their homes to their EAs, or to training sessions with their Field Supervisors.
3. Miscellaneous expenses: At the end of their period of employment, Enumerators should claim on Form Exp.1 any miscellaneous expenses (e.g. postage and telephone charges) which they necessarily incurred for the purpose of the Census. The claims should be supported by vouchers and receipts and by other necessary details of the charges.

4. Boat hire: Enumerators who have to deal with islands will have to incur boat hire. In these cases you should consult with your Field Supervisor regarding charges for conveying you to and from the island. Advise your Field Supervisor of the date and time you intend to travel to the island and your expected time of return.

7.4 Official envelopes

Enumerators will be furnished with:

- Official envelopes intended for normal postal correspondence between the three levels of field staff and for correspondence between the field staff and members of the public.
- Special official envelopes (COP 1 and COP 2). Envelope COP 1 (size 8.5" x 4") is to be used for the distribution of the Personal Return Form A(P). Envelope COP 2 is a large envelope. Its purpose is to facilitate householders returning their completed Forms A by post.

7.5 Change of address

If you change your address during the period of employment on the Census, you should notify the new address immediately to your Field Supervisor.

Appendix 1

Relevant sections of the Statistics Act 1993.

- 32.** All information furnished by a person, undertaking or public authority under this Act shall be used only for statistical compilation and analysis purposes.
- 33.** No information obtained in any way under this Act or the repealed enactments which can be related to an identifiable person or undertaking shall, except with the written consent of that person or undertaking or the personal representative or next-of-kin of a deceased person, be disseminated, shown or communicated to any person or body except as follows:
- a) for the purposes of a prosecution for an offence under this Act;
 - b) to officers of statistics in the course of their duties under this Act;
 - c) for the purpose of recording such information solely for the use of the office in such form and manner as is provided for by a contract in writing made by the Director General which protects its confidentiality to his satisfaction.
- 38.** Any person who uses information furnished under this Act or the repealed enactments in contravention of Section 32 of this Act or wilfully discloses information relating to any identifiable person or undertaking in contravention of Section 33 of this Act shall be guilty of an offence.
- 44.** A person guilty of an offence under any provision of this Act shall be liable
- a) on summary conviction to a fine not exceeding £1,000, or
 - b) on conviction on indictment, to a fine not exceeding £20,000.

Appendix 2

Method of Examination of Forms A and A(P) to ensure completeness and accuracy

The accuracy of the Census depends largely on the thorough examination of the Forms A and Forms A(P) at the time of collection. It follows therefore, that this examination is of the utmost importance. In order that the examination be effective, you should be thoroughly familiar with the questions on Form A and with the associated Explanatory Notes¹.

If it is found necessary to ask for further information or to check entries on the Forms, this should be done with courtesy and tact.

The following instructions have been prepared for your guidance in carrying out the scrutiny of the forms.

Questions which cover all persons

Q.1: Name and Surname

Experience of previous Censuses indicates that babies and very young children are sometimes omitted from the enumeration. Accordingly care should be taken to ensure that all persons, regardless of age, are included.

Q.2: Sex and Q.3: Relationship to Head of Household

The answers to these Questions for each person must be consistent with one another and with the name of the person as entered at Question 1.

Note that any adult member (male or female) of a private household, present on Census night may be returned as Head or Joint Head as the household members consider appropriate.

Q.4: Date of Birth

The exact date of birth (day, month and year) must be entered numerically for this Question. The year of birth of all persons in a private household should be compared with one another, bearing in mind their relationships. In particular, parents' and childrens' ages should be reasonably consistent with one another.

¹ The NOTE(S) referred to throughout this Appendix are the Explanatory Notes - pages 7 and 8 - of Form A.

Q.5 and Q.6: Marital Status

For children under 15 years of age (i.e. born after the 28 April 1981) these questions should be left blank. An entry is required at Question 5 for all persons born on or before 28 April 1981. Question 6 seeks information on the present **actual** marital status regardless of legal status. Thus, for example, a deserted wife although legally married should tick box 5.

Q.7: Place of Birth

The county of birth is required for every person born in any part of Ireland (including Northern Ireland). If a person was born in a County Borough, the county name should be entered. The name of the country is sufficient for persons born outside Ireland.

Q.8 and Q.9: Usual Residence - Now and One Year Ago

Where the address given is the same as that in which the person is being enumerated, you should write in **RED HERE** (Question 8) or **SAME** (Question 9).

Otherwise, where the address stated is in any part of Ireland (including Northern Ireland) it is essential that it is given in full. The name of the country is sufficient in the case of a foreign address.

As it is common practice to include the name of the postal town when writing a rural address, it is most important to ensure as far as possible that where an address includes the name of a town, the residence in question is actually situated within that town. You should ask any questions necessary to enable you to establish the true location of residence.

Q.10 and Q.11: Previous Residence in Another Country

These questions should be answered by persons who are now usually resident in Ireland (Republic) and

1. who previously lived elsewhere (outside the State) for a continuous period of 12 months or more; or
2. who were born abroad (outside the State) and were brought to live here before their first birthday.

Please note that Northern Ireland should be separately identified.

Q.12 and Q.13: Travel to Work, School or College

These Questions should be answered in respect of every person who is at work, or attending a school or university full time. The questions should be left blank for all other persons (e.g. persons who are Unemployed, on Home duties, Retired or Children not yet at school). Information should be supplied for the outward journey only; the return journey should not be included. One box only should be ticked at Question 12 identifying the principal means of travel. In Question 13 the information required is the total outward distance travelled using all means of transport.

Questions which cover persons 15 years and over

Q.15: Education Received

This question relates to all persons aged 15 years and over regardless of whether they have completed their education. Students should tick the box which indicates the highest level of education completed to date.

Q.16: Scientific or Technological Qualifications

If there is no entry in respect of a person who you have reason to believe possesses qualifications of the type covered by this Question, (e.g. a Medical Doctor) you should ask the respondent to complete the details.

Q.17: Age Education Ceased

The age (in years) at which a person ceased to receive **full-time** education should be inserted at Question 17. This question should be left blank for those who are in full time education at the time of the Census, including mature students who have returned to full-time education after pursuing other career options.

Q.18: Present Status

The person's **principal** economic status is required so only one of the listed categories should be ticked. A person who is mainly engaged as an 'assisting relative' on a farm, in a shop or in any other commercial enterprise, should be regarded as 'at work' even if he/she receives no payment or no regular payment. Priests, nuns and brothers should be regarded as 'at work' except where they are retired or permanently sick. Housewives assisting in the family business, but mainly engaged on housework should tick 'home (or domestic) duties'. If a person on FAS or other training courses/employment schemes require assistance in deciding his/her status, consult the information given in Appendix 4 as a guide.

Q.19: Occupation

The Occupation must be provided for every person who ticks boxes 1,3 or 6 at Question 18. Housewives (i.e.) those who ticked (box 5 at Q.18) often answer this question by writing 'Home (or Domestic) Duties' as their occupation. Although inappropriate, no attempt should be made to alter this response.

You should ensure that the description of the Occupation is precise. In the list below some examples of correct and inadequate occupation descriptions are given:

Inadequate Entry	Possible Correct Entry
Analyst	Analyst/programmer
Sec.	Secretary/receptionist
Minder	Child minder
Process worker	Food process worker
Operator	Chemical plant operator
Manager	Retail store/shop manager
	Computer systems manager
	Garage manager
Accountant	Trainee chartered accountant
Machine operator	Wood Machinist
Technician	Laboratory technician
	Electronic technician
Labourer	Builder's labourer
Worker	Dock worker
Engineer	Electrical engineer
	Civil engineer
	Software engineer
Fitter	Gas fitter
Foreman	Garage foreman
Checker	Ticket checker
Mechanic	Motor mechanic

If in doubt as to how a particular occupation should be described, it is better to give a full and detailed description. **Particular care should be taken to ensure that, in the case of farmers or farm workers and regardless of present status, the area of the farm is inserted.**

Q.20: Employment Status

An answer is required here for persons who ticked boxes 1,3 or 6 at Question 18. Note that the term 'Employee' should be used for a person receiving a fixed wage or salary, even if he/she is assisting a relative. However, if a person is assisting a relative without receiving a fixed wage or salary, he/she should tick box 4. Priests, nuns, brothers etc. should be described as 'Employees'. Persons in partnership in a firm not having paid employees should tick box 2. Persons in partnership in a firm having paid employees should tick box 1. Persons employed as managing directors should tick box 3.

Q.21: Employer and Employer's Business

This Question should be answered for every person who ticked 1 or 3 at Question 18. Persons should specify the nature of the business (i.e. what is being made or what service is being provided) by the firm or undertaking for which the person is working.

If the employer has several different business activities such as a transport company, a hotel and shops the actual activity the person is engaged in should be stated as well as the name of the firm or company.

Q.22: Address of Place of Work, School or College

This Question should be answered in respect of every person who is at work or at school or college. The full address at which a person is actually working should be given.

Q.23: Type of Work

This Question should be answered in respect of persons aged 15 years or over who are at work (i.e. who ticked box '1' in Q.18). The persons own assessment of whether his/her usual principal occupation is full-time or part-time is required.

Q.24: Duration of Unemployment

This Question should be filled in by unemployed persons (i.e. those who ticked box '3' in Q.18). They should enter the month and year their previous principal employment ended.

Appendix 3

Census of Population, 1996

Form PR

Explanatory note about the 'Personal Return' Procedure - Form A(P)

1. Legal Position

There is a legal obligation on the head, or other person acting as the head, of each household (including each person in charge of an institution) to ensure that a return is made in Form A in respect of every person who passes the night of Sunday 28 April, 1996 in the household, institution or who arrives on the morning of Monday 29 April 1996, not having been enumerated elsewhere. There is a legal obligation on the part of every person who is to be enumerated in Form A to furnish any information which may be required for that purpose.

2. Purpose of the 'Personal Return' procedure

Cases may arise where there is reluctance on the part of some persons to provide the information about themselves which is needed for completing Form A on the grounds that it is confidential. In such circumstances, in order to facilitate the person charged with the responsibility of completing Form A as well as those persons who do not wish to furnish him/her with information about their personal affairs, individual returns on Forms A(P) may be accepted from the persons concerned. These forms are called Personal Returns.

3. Distribution of Forms A(P)

The Forms A(P) for making Personal Returns may be given by the Enumerator directly to the persons concerned or to the head of the household for distribution to them. The Enumerator will enter in the top margin of each form the name of the person who is to complete it, if this is known at the time. Envelopes will also be provided in which the forms may be sealed on completion. The name of the person who is to be the subject of the Personal Return should be entered on the outside of the back flap of this envelope by the Enumerator or the head of the household at the time of distribution.

4. Treatment of Family Groups making Personal Returns

Particulars of only one person may be entered in the Form A(P). In the case of a family group (e.g. man and wife; man and wife and children, or one parent and children) which is staying on Census Night in a hotel, guest-house, etc. Forms A(P) for the whole group may be completed by a responsible member of the group.

5. Collection of Personal Returns

It is assumed that, in most instances, the person making a Personal Return will give the completed form - in the envelope provided, - to the head of the household from whom it will be collected by the Enumerator with the Form(s) A relating to that household. However, the form may be handed direct or posted to the Enumerator.

6. Information required in Form A in respect of persons making Personal Returns

The operation of the Personal Return procedure does not absolve the head of the household from the obligation to make a return in Form A in respect of all persons - including those making Personal Returns - who form part of the household for Census purposes. Thus, Question 1,2 and 3 in the Form A for the household must be answered in respect of members of the household who are making Personal Returns. Question 4 to 24 in Form A should be left completely blank in respect of such persons but the letters 'P.R.' should be entered after each person's name in Question 1 of Form A.

7. Personal Returns to be ready on Monday, 29 April 1996

The head of the household or institution has the obligation to ensure that all completed Personal Returns forms are either ready for collection by the Enumerator on the morning of Monday 29 April 1996 or are posted to the Enumerator on that day.

8. The Personal Return procedure is a concession

It must be stressed that the Personal Return procedure is a concession which should be resorted to only where, by reason of the large number of persons to be enumerated or the reluctance of some of them to furnish information required for the completion of Form A, the head of the household is unable to complete the Form(s) A for the household in the time available.

9. Further information, etc.

Further information about the Personal Return procedure or additional supplies of Forms A(P) or envelopes may be obtained from the Census Enumerator or the Census Field Supervisor shown hereunder:

**Name and Address of
Census Enumerator**

Name: _____

Address: _____

Telephone No: _____

**Name and Address of
Census Field Supervisor**

Name: _____

Address: _____

Telephone No: _____

Appendix 4

Guidelines on Training Schemes etc.

At Question 18 (Present Status) a subjective view of the persons present status with regard to employment is required. At any one time at least 20,000 persons might be on various training and other schemes so its important that the Enumerator is aware of these and follows the guidelines below if asked for assistance.

Persons who specify that they are on one of the following schemes should be classified as being "at work" and tick box 1 in Question 18.

1. C.E.S Scheme - Community Enterprise Scheme. At present most persons undertaking FAS training are involved in this type of scheme.
2. Apprentice training - Sometimes apprenticeships are the responsibility of FAS and supported/sponsored by an employer.
3. NRB Sheltered Employment - The National Rehabilitation Board provides sheltered employment and participants should be regarded as being employed.
4. NRB Employment Support Scheme - This scheme is designed to enable substantially disabled people whose work productivity is assessed at between 50-80% of standard, to work alongside their able-bodied colleagues in open employment.
5. Training in the Fishing Industry (BIM) - Courses are offered to young persons wishing to pursue a career in the fishing industry. Four months is spent at a training centre and eight months on board a trawler.
6. CERT Craft/Management Courses - These courses provide training in bar, kitchen, diningroom and reception skills. Participants receive an allowance and are paid by a sponsor during their work experience.

Persons who specify that they are on the following schemes should be classified as **"seeking work for the first time"** and tick box 2 in Question 18.

1. CERT Unemployed Training Programme - These short duration courses aim to provide basic skills to unemployed persons in the food and bar service.
2. Teagasc Courses

Persons undertaking 1 and 2 below should be regarded as **"students"** and tick box 4 in Question 18. Persons undertaking 3 and 4 should be classified as **"at work"** and tick box 1.

1. Persons studying in an Agricultural College for a Certificate in Agriculture (general agriculture) which usually has a duration of 9 months.
2. Those who are studying for a Certificate in Farming (usually a duration of 3 years) incorporating the following programmes of general agriculture, Horse Production, Agri-Forestry, Pig Production, Poultry Production or Commercial Horticulture.
3. Farm apprentices should be classified as "at work".
Those attending short term courses for practising farmers or horticulturists are again classified as being "at work".

Census of Population 1996

Form Cen. 1

I have called several times to deliver your Census Form without success. I am therefore, enclosing a form herewith. Please complete this in accordance with the instructions given on the form.

I will call to collect the completed form on _____ April, 1996 at approximately _____. If this arrangement does not suit you, please phone me at _____ to make alternative arrangements.

All particulars given are strictly confidential.

Signature of Enumerator _____

Employee No. _____ Date _____, 1996.

Appendix 6

Census of Population 1996

Form Cen 2

I have been unable to collect your Census Form despite a number of calls to this address. I would be obliged if you would phone me at _____ to arrange an appointment for the collection of the form. Alternatively, you may wish to return the form in the attached post-paid envelope.

All particulars given are strictly confidential.

Signature of Enumerator _____

Employee No. _____ Date _____ 1996.

Census of Population 1996

Form Cen. 3

You do not appear to have complied with my previous request relating to the return of your completed Census Form.

In case you may have mislaid the Census Form already delivered to you I am now enclosing another form together with an envelope in which it may be sealed on completion.

Please complete the form as soon as possible and post it to me in the attached pre-paid envelope. Alternatively, you may wish to phone me at _____ to arrange collection.

All particulars given are strictly confidential.

Signature of Enumerator _____

Employee No. _____ Date _____ 1996.

Appendix 8

Central Statistics Office,
Census of Population,
Regional Office,



An Phríomh Oifig Staidrimh,
Oifig an Daonáireamh,
Oifig Reigiúnach,
Telefón:

Census of Population 1996

Form Cen. 4

Very Urgent

A Chara,

I refer to previous communications drawing your attention to the fact that the Official Enumerator for the Census of Population has been unable, despite a number of calls at your address, to collect your Census Form (Form A). You do not appear to have complied with the requests in those communications to return your completed form or to arrange an appointment for its collection.

Under the terms of the Statistics (Census of Population) Order, 1996, there is a legal obligation on you to comply with the request to furnish a completed Census Form.

In case you have mislaid the Form A already left with you, another Form is enclosed. You should ensure that this Form is accurately completed in accordance with the instructions given. Please complete the form within the next three days. Then do one of the following:

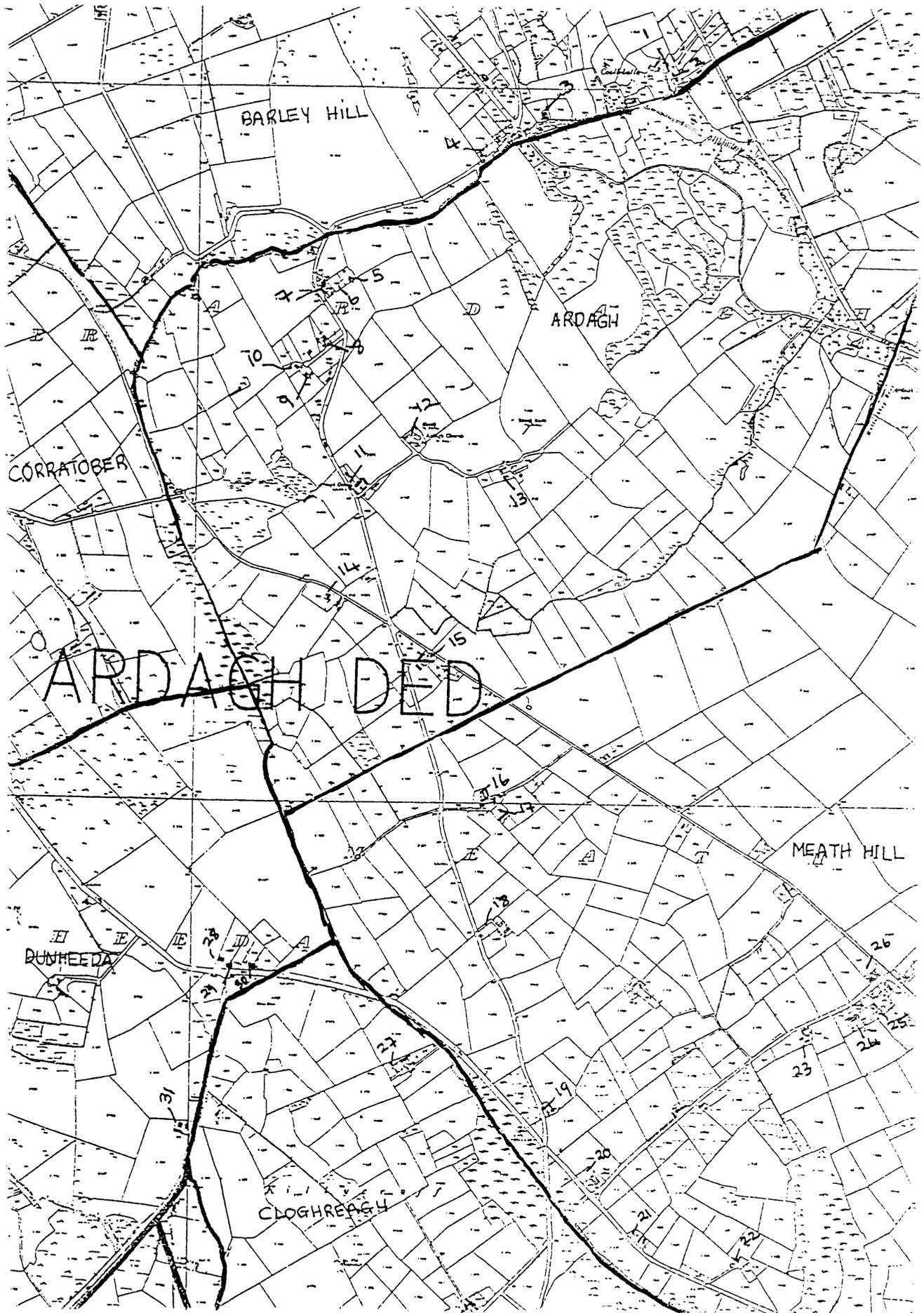
- Phone me at _____ to arrange collection;
- Post the form to me at the above address using the attached pre-paid envelope;
- Hand in the form (enclosed in its envelope) at the nearest Garda Station.

If you were away from your address on Census night (28 April, 1996) please indicate the address at which you stayed on that night.

Mise le meas

for
Donal Murphy,
Director General

Appendix 9



Appendix 10

Census of Population of Ireland 1996

Strictly Confidential

Form B

County/~~County Borough~~ LONGFORD

D.E.D. or ~~Ward~~ ARDAGH

E.A. No. 001

~~Street~~ / Townland ARDAGH

Town

Name of Postal Town BALLYMATION
(for rural townlands only)

NOTES (1) Delete inapplicable headings.
(2) If a Street/Townland is partly inside and partly outside a Town, a separate Form B must be filled for each portion.

Form D Serial No.	Postal number and/or name of premises	Number of households in premises	Type of household (As shown in Section C of Form A)		Number of persons in household (As shown in Section E of Form A)			Name and surname of head of household (Both names must be stated in full, as shown in Form A)	Schedule No. (As shown in Section B of Form A)
			Private	Non- Private	Males	Females	Total		
(1)	(2)	(3)	(4)		(5)			(6)	(7)
6	ARDAGH	1	1		1	1	2	ERIC O' LEARY	
8	"	1	1		2	1	3	MICHAEL HARTE	
9	"	1	1		1	1	2	CLIVE ROBERTS	
10	"	1	1		1	-	1	PATRICK WALSH	
12	"	1	1		1	2	3	FRANK TONER	
13	"	1	1		3	2	5	PATRICK WHELAN	
14	"	1	1		1	4	5	MARY DILLON	
15	"	1	1		3	4	7	JOHN SMYTH	
Carried forward / Totals (Delete whichever does not apply)		8	8		13	15	28		

For office use only			
CO	EA	FOLIO	D.E.D.
.	.	.	.

I hereby certify that this return is correct and complete to the best of my knowledge

Signature of Enumerator MARIE DUNNE

Date 15th May 1996

Census of Population of Ireland 1996

Strictly Confidential

Form B

County/~~County Borough~~ LONGFORD

D.E.D. ~~or Ward~~ ARDAGH

E.A. No. 001

Street/Townland BARLEY HILL

Town

Name of Postal Town BALLYMATION
(for rural townlands only)

NOTES (1) Delete inapplicable headings.
(2) If a Street/Townland is partly inside and partly outside a Town, a separate Form B must be filled for each portion.

Form D Serial No.	Postal number and/or name of premises	Number of households in premises	Type of household (As shown in Section C of Form A)		Number of persons in household (As shown in Section E of Form A)			Name and surname of head of household (Both names must be stated in full, as shown in Form A)	Schedule No. (As shown in Section B of Form A)
			Private	Non- Private	Males	Females	Total		
(1)	(2)	(3)	(4)		(5)			(6)	(7)
1	BARLEY HILL	1	1		2	2	4	BRENSAN CASHILL	
2	"	1	1		2	1	3	JOHN KEENAN	
3	"	1	1		1	-	1	NOEL MOONEY	
Carried forward / Totals (Delete whichever does not apply)		3	3		5	3	8		

For office use only			
CO	EA	FOLIO	D.E.D.
:	:	:	:

I hereby certify that this return is correct and complete to the best of my knowledge

Signature of Enumerator MARIE DUNNE

Date 15th MAY 1996

Census of Population of Ireland 1996

Strictly Confidential

Form B

County/~~County Borough~~ LONGFORD

D.E.D. or ~~Ward~~ ARDARA

E.A. No. 001

Street/Townland MEATH HILL

Town

Name of Postal Town BALLYMATHON
(for rural townlands only)

- NOTES (1) Delete inapplicable headings.
(2) If a Street/Townland is partly inside and partly outside a Town, a separate Form B must be filled for each portion.

Form D Serial No.	Postal number and/or name of premises	Number of households in premises	Type of household (As shown in Section C of Form A)		Number of persons in household (As shown in Section E of Form A)			Name and surname of head of household (Both names must be stated in full, as shown in Form A)	Schedule No. (As shown in Section B of Form A)
			Private	Non- Private	Males	Females	Total		
(1)	(2)	(3)	(4)		(5)			(6)	(7)
16	MEATH HILL	1	1		2	3	5	ROBERT GREEN	
18	"	1	1		1	-	1	DENIS COGHLAN	
19	"	1	1		2	-	2	PETER RING	
20	"	1	1		5	3	8	DES CHEW	
21	"	1	1		-	1	1	MARY MAC SHARRY	
22	"	1	1		1	3	4	DEREK CORCORAN	
23	"	1	1		2	1	3	KEVIN FITZPATRICK	
24	"	1	1		3	2	5	PHYLLIS KEOGH	
25	"	1	1		2	2	4	JAMES MC CONNELL	
26	"	1	1		1	1	2	WILLIAM MC GUNN	
Carried forward / Totals									
(Delete whichever does not apply)		10	10		19	16	35		

For office use only			
CO	EA	FOLIO	D.E.D.
:	:	:	:

I hereby certify that this return is correct and complete to the best of my knowledge

Signature of Enumerator MARIA DUNNE

Date 15th May 1996

Census of Population of Ireland 1996

Strictly Confidential

Form B

County/~~County Borough~~ LONGFORD

D.E.D. or ~~Ward~~ ARDAGH

E.A. No. 001

Street/Townland DUNHEEDA

Town

Name of Postal Town BALLYMAHON
(for rural townlands only)

- NOTES (1) Delete inapplicable headings.
(2) If a Street/Townland is partly inside and partly outside a Town, a separate Form B must be filled for each portion.

Form D Serial No.	Postal number and/or name of premises	Number of households in premises	Type of household (As shown in Section C of Form A)		Number of persons in household (As shown in Section E of Form A)			Name and surname of head of household (Both names must be stated in full, as shown in Form A)	Schedule No. (As shown in Section B Form A)
			Private	Non- Private	Males	Females	Total		
(1)	(2)	(3)	(4)		(5)			(6)	(7)
28	DUNHEEDA	1	1		—	1	1	SUSAN PRENDERGAST	
29	"	1	1		2	1	3	PATRICK ROCHE	
30	"	1	1		3	3	6	JAMES SCANLAN	
31	"	1	1		1	—	1	VINCENT STEPHENSON	
Carried forward / Totals (Delete whichever does not apply.)		4	4		6	5	11		

For office use only			
CO	EA	FOLIO	D.E.D.

I hereby certify that this return is correct and complete to the best of my knowledge

Signature of Enumerator MARIA DUNNE

Date 15th MAY 1996

FORM C

CENSUS OF POPULATION, 1996

County/County=Borough : 09 Longford : Region : 10
 EA : 001 : Field District : 09 : DED No. 019 EA NO. 001 |
 DED / -Ward : 019 Ardagh : Enumerator's Appointment No. : 2321/009/96 :
 Enumerator's Name : Maria Dunne

STREET/TOWNLAND LISTING

Streets/Townlands Code Name	1991 Total No. of Hslds	1991 Total Persons	1996 Total No. of Hslds	1996 Total Males	1996 Total Females	1996 Total Persons	Explanation of difference in No. Households	For Use in Census Office
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
RURAL								
04633 Ardagh (pt)	8	30	8	13	15	28		
04634 Barley Hill (pt)	3	9	3	5	3	8		
04635 Meath Hill (pt)	9	37	10	19	16	35		
04636 Dunneeda (pt)	4	10	4	6	5	11		
04637 Cloghreagh (pt)	1	1	0	0	0	0		
04638 Corratober (pt)	0	0	0	0	0	0		
TOTAL/CARRIED FORWARD (DELETE WHICH EVER DOES NOT APPLY)	25	87	25	43	39	82		

Certified Correct... MARIA DUNNE
 (Signature of Enumerator) Date : 2/5/96

CENSUS OF POPULATION, 1996

FORM C

County/County Borough : 09 Longford : Region : 10
 EA : 001 : Field District : 09
 DED / Ward : 019 Ardagh : Enumerator's Appointment No. : 2321/009/96
 Enumerator's Name : Maria Dunne
 DED No. 019 EA NO. 001

BLANK STREET/TOWNLAND LISTING FOR USE IN RECORDING NEW STREETS/TOWNLANDS

Streets/Townlands	1991 Total No. of Hshlds	1991 Total Persons	1996 Total No. of Hshlds	1996 Total Males	1996 Total Females	1996 Total Persons	Explanation of difference in No. Households	For Use in Census Office
Code	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
TOTAL/CARRIED FORWARD	25	87	25	43	39	82		
STREETS/TOWNLANDS NOT LISTED ABOVE								
X0010								
X0011								
X0012								
X0013								
X0014								
X0015								
X0016								
X0017								
X0018								
X0019								
TOTAL/CARRIED FORWARD (DELETE WHICH EVER DOES NOT APPLY)	25	87	25	43	39	82		

* If there more than 10 new streets/townlands please give details on a separate page. The relevant codes will be applied in CS0

Certified
 Correct: MARIA DUNNE
 (Signature of Enumerator) Date: 2/5/96

Form D

Census of Population 1996

List of dwelling units and other buildings

County Code: 09

E.A. Code: 01

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School.)	'Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only						For business premises only	Notes
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence	Vacant (insert Code)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
1		DWELLING HOUSE	BARLEY HILL	ARDRUGH	BRENDAN CAMILL	2/4/96	29/4/96	1				
2		DWELLING HOUSE	BARLEY HILL	ARDRUGH	JOHN KEENAN	2/4/96	29/4/96	1				
3		DWELLING HOUSE	BARLEY HILL	ARDRUGH	NOEL MOONEY	2/4/96	29/4/96	1				
4		UNFINISHED BUNGALOW	BARLEY HILL	ARDRUGH						UC		
5		UNFINISHED BUNGALOW	ARDRUGH	ARDRUGH						UC		
6		DWELLING HOUSE	ARDRUGH	ARDRUGH	ERIC O'LEARY	2/4/96	29/4/96	1				
7		DWELLING HOUSE	ARDRUGH	ARDRUGH	MICHAEL HARTE	2/4/96	29/4/96	1		RD		
8		DWELLING HOUSE	ARDRUGH	ARDRUGH								
Totals	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	5	5	5		3		XXXXXX

Form D

Census of Population 1996

County Code:

09

E. A. Code:

01

List of dwelling units and other buildings

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School.)	Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only						For business premises only Full name of business unit	Notes
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence	Vacant (Insert Code)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
9		HOUSE DWELLING	RRDRGH	RRDRGH	CLIVE ROBERTS	2/14/96	30/14/96	1				
10		HOUSE DWELLING	RRDRGH	RRDRGH	PATRICK WALSH ANN MURPHY	2/14/96	30/14/96	1				E FORM
11		HOUSE DWELLING	RRDRGH	RRDRGH	FRANK TOMER	2/14/96	30/14/96	1				
12		HOUSE DWELLING	RRDRGH	RRDRGH	PATRICK WHELAN	2/14/96	30/14/96	1				
13		HOUSE DWELLING	RRDRGH	RRDRGH	MARY DILLON	2/14/96	30/14/96	1				
14		HOUSE DWELLING	RRDRGH	RRDRGH	JOHN SMITH	2/14/96	30/14/96	1				
15		HOUSE DWELLING	RRDRGH	RRDRGH	ROBERT GREEN	2/14/96	30/14/96	1				
16		HOUSE DWELLING	HILL	RRDRGH	XXXXXX	+	+	+	+			XXXXXX
Totals	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	+	+	+	+			XXXXXX

Form D

Census of Population 1996

County Code: 09

E.A. Code: 01

List of dwelling units and other buildings

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School.)	Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only					For business premises only	Notes	
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence			Vacant (insert Code)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
17		SHEP WORKSHOP	MEATH HILL	ARDAGH	DENIS COGHUAN	2/4/96	29/4/96	1			GREENS METAL SHOP	
18		OWELLING HOUSE	MEATH HILL	ARDAGH	PETER RING	2/4/96	29/4/96	1				
19		OWELLING HOUSE	MEATH HILL	ARDAGH	DES CHEN	2/4/96	29/4/96	1				
20		OWELLING HOUSE	MEATH HILL	ARDAGH	MARY MACSHARRY	2/4/96	29/4/96	1				
21		OWELLING HOUSE	MEATH HILL	ARDAGH	DEREK CORCORAN	2/4/96	29/4/96	1				
22		OWELLING HOUSE	MEATH HILL	ARDAGH	KEVIN FITZPATRICK	3/4/96	29/4/96	1				
23		OWELLING HOUSE	MEATH HILL	ARDAGH	PHYLLIS KEOGH	3/4/96	29/4/96	1				
24		OWELLING HOUSE	MEATH HILL	ARDAGH	XXXXXX	7	7	7				XXXXXX
Totals	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	7	7	7				XXXXXX

Form D

Census of Population 1996

County Code: 09

E.A. Code: 01

List of dwelling units and other buildings

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School.)	Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only						For business premises only		Notes
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence	Vacant (insert Code)	Full name of business unit		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	
25		DWELLING HOUSE	MEATH HILL	ARDAGH	JAMES MC CONNELL	3/4/96	30/4/96	1					
26		DWELLING HOUSE	MEATH HILL	ARDAGH	WILLIAM MC GUINN	3/4/96	30/4/96	1					
27		DWELLING HOUSE	CLOGHREAGH DUNHEEDA	ARDAGH						11-17			
28		DWELLING HOUSE		ARDAGH	SUSAN FRENDEGGAST	3/4/96	30/4/96	1					
29		DWELLING HOUSE	DUNHEEDA	ARDAGH	PATRICK ROCHE	3/4/96	30/4/96	1					
30		DWELLING HOUSE	DUNHEEDA	ARDAGH	JAMES SCANLAN	3/4/96	30/4/96	1					
31		DWELLING HOUSE	DUNHEEDA	ARDAGH	VINCENT STEPHENSON	3/4/96	30/4/96	1					
Totals	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	6	6	6		1		XXXXXX	

Summary of D Book Page Totals

Form D2

Page No.	Date of Delivery	Date of Collection	Occupied	Temp Absence	Vacant	Business Unit	Page No.	Date of Delivery	Date of Collection	Occupied	Temp Absence	Vacant	Business Unit
1	5	5	5		3		26						
2	7	7	7	1			27						
3	7	7	7			1	28						
4	6	6	6		1		29						
5							30						
6							31						
7							32						
8							33						
9							34						
10							35						
11							36						
12							37						
13							38						
14							39						
15							40						
16							41						
17							42						
18							43						
19							44						
20							45						
21							46						
22							47						
23							48						
24							49						
25							50						
Total 1	25	25	25	1	1	4	Total 2						

	Date of Delivery	Date of Collection	Occupied	Temporary Absence	Vacant	Business Unit
Total 1	25	25	25	1	4	1
Total 2						
Total 3						
Overall Total	25	25	25	1	4	1



Appendix 15

Census of Population of Ireland 1996

Strictly Confidential

Form B

County/~~County Borough~~ LAOISE

D.E.D. or ~~Ward~~ CASTLECUFF

E.A. No. 035

Street/~~Townland~~ ABBEY ROAD

Town ABBEYLEIX

Name of Postal Town
(for rural townlands only)

NOTES (1) Delete inapplicable headings.

(2) If a Street/Townland is partly inside and partly outside a Town, a separate Form B must be filled for each portion.

Form D Serial No.	Postal number and/or name of premises	Number of households in premises	Type of household (As shown in Section C of Form A)		Number of persons in household (As shown in Section E of Form A)			Name and surname of head of household (Both names must be stated in full, as shown in Form A)	Schedule No. (As shown in Section B of Form A)
			Private	Non- Private	Males	Females	Total		
(1)	(2)	(3)	(4)		(5)			(6)	(7)
74	9 ABBEY ROAD	1	1		1	-	1	DESMOND MOORE	
75	10 ABBEY ROAD	1	1		1	1	2	JAMES MURTAGH	
76	11 ABBEY ROAD	1	1		1	1	2	ANTHONY O'BRIEN	
77	12 ABBEY ROAD	1	1		-	1	1	DENISE O'LEARY	
78	13 ABBEY ROAD	1	1		-	1	1	CATHERINE O'REILLY	
79	14 ABBEY ROAD	1	1		1	1	2	CHRISTINE O'TOOLE	
80	15 ABBEY ROAD	1	1		-	3	3	THERESA PRICE	
81	16 ABBEY ROAD	1	1		1	-	1	THOMAS PRESTON	
82	17 ABBEY ROAD	1	1		1	1	2	ANNE QUIGLEY	
83	18 ABBEY ROAD	1	1		4	3	7	ANDREW PURTELL	
84	19 ABBEY ROAD	1	1		-	2	2	MAURA MYERS	
85	20 ABBEY ROAD	1	1		1	-	1	PATRICK COLLINS	
Current Ward / Totals									
(Delete whichever does not apply)		12	12		11	14	25		

For office use only			
CO	EA	FOLIO	D.E.D.
.	.	.	.

I hereby certify that this return is correct and complete to the best of my knowledge

Signature of Enumerator John Smyth

Date 12th MAY, 1996

Census of Population of Ireland 1996

Strictly Confidential

Form B

County/~~County Borough~~ LAOISE

D.E.D. or Ward CASTLE CUFFE

E.A. No. 035

Street/~~Townland~~ CLINTON PARK

Town ABBEYLEIX

Name of Postal Town
(for rural townlands only)

- NOTES (1) Delete inapplicable headings.
(2) If a Street/Townland is partly inside and partly outside a Town, a separate Form B must be filled for each portion.

Form D Serial No.	Postal number and/or name of premises	Number of households in premises	Type of household (As shown in Section C of Form A)		Number of persons in ho-isehold (As shown in Section E of Form A)			Name and surname of head of household (Both names must be stated in full, as shown in Form A)	Schedule No. (As shown in Section B of Form A)
			Private	Non- Private	Males	Females	Total		
(1)	(2)	(3)	(4)		(5)			(6)	(7)
1	1 CLINTON PARK	1	1		3	2	5	JULIA FITZPARRICK	
2	2 CLINTON PARK	1	1		-	1	1	DENISE DENNEY	
3	3 CLINTON PARK	1	1		-	5	5	PAULA CASSERLY	
4	4 CLINTON PARK	1	1		-	1	1	BETH MORAN	
5	5 CLINTON PARK	1	1		1	2	3	BERNARD REDMOND	
6	6 CLINTON PARK	1	1		3	4	7	FRANK BROGAN	
7	7 CLINTON PARK	1	1		3	3	6	PAT FLYNN	
8	8 CLINTON PARK	1	1		4	2	6	GERARD McGEATH	
9	9 CLINTON PARK	1	1		1	1	2	KEVIN SEERY	
10	10 CLINTON PARK	1	1		1	1	2	CATHY SHERRY	
11	11 CLINTON PARK	1	1		1	1	2	SEAN MCGARRY	
12	12 CLINTON PARK	1	1		1	2	3	MARGARET BYRNE	
13	13 CLINTON PARK	1	1		-	1	1	BERNIE WASH	
14	14 CLINTON PARK	1	1		-	1	1	ELEO TEMPLE	
15	23 CLINTON PARK	1	1		2	3	5	DENIS DONAGHY	
16	22 CLINTON PARK	1	1		-	1	1	MARIE MOSS	
17	21 CLINTON PARK	1	1		2	1	3	ANDY PARTS	
18	15 CLINTON PARK	1	1		4	1	5	DAN WALSH	
19	16 CLINTON PARK	1	1		1	1	2	PETER SMYTH	
20	17 CLINTON PARK	1	1		-	1	1	OLIVE STOKES	
Carried forward / Total (Delete whichever does not apply)		20	20		27	35	62		

For office use only			
CO	EA	FOLIO	D.E.D.
:	:	:	:

I hereby certify that this return is correct and complete to the best of my knowledge

Signature of Enumerator John Smyth

Date 12th MAY, 1996

Census of Population of Ireland 1996

Strictly Confidential

Form B

County/~~County Borough~~ LAOISE

D.E.D. or Ward CASTLECUFFE

E.A. No. 035

Street/~~Townland~~ CLINTON PARK

Town ABBEYLEIX

Name of Postal Town
(for rural townlands only)

- NOTES (1) *Delete inapplicable headings.*
 (2) *If a Street/Townland is partly inside and partly outside a Town, a separate Form B must be filled for each portion.*

Form D Serial No.	Postal number and/or name of premises	Number of households in premises	Type of household (As shown in Section C of Form A)		Number of persons in household (As shown in Section E of Form A)			Name and surname of head of household (Both names must be stated in full, as shown in Form A)	Schedule No. (As shown in Section B of Form A)
			Private	Non- Private	Males	Females	Total		
(1)	(2)	(3)	(4)		(5)			(6)	(7)
22	19 CLINTON PARK	1	1		1	1	2	NIGEL Pocock	
	CARRIED FORWARD				27	35	62		
CARRIED FORWARD / Totals <i>(Delete whichever does not apply)</i>		21	21		28	36	64		

For office use only			
CO	EA	FOLIO	D.E.D.
:	:	:	:

I hereby certify that this return is correct and complete to the best of my knowledge

Signature of Enumerator John Smyth

Date 12th MAY 1996

Census of Population of Ireland 1996

Strictly Confidential

Form B

County/County Borough LAOISE

D.E.D. or Ward CASTLE CUFF

E.A. No. 035

Street/Townland ST MARKS SQUARE
INCL ST MARKS VILLAS

Town ABBEYLEIX

Name of Postal Town
(for rural townlands only)

NOTES (1) Delete inapplicable headings.
(2) If a Street/Townland is partly inside and partly outside a Town, a separate Form B must be filled for each portion.

Form D Serial No.	Postal number and/or name of premises	Number of households in premises	Type of household (As shown in Section C of Form A)		Number of persons in household (As shown in Section E of Form A)			Name and surname of head of household (Both names must be stated in full, as shown in Form A)	Schedule No. (As shown in Section B of Form A)
			Private	Non- Private	Males	Females	Total		
(1)	(2)	(3)	(4)		(5)			(6)	(7)
49	20 ST MARKS SQ	1	1		1	2	3	ANNE TREACY	
50	19 ST MARKS SQ	1	1		1	1	2	BERNARD O'CONNELL	
51	18 ST MARKS SQ	1	1		1	1	2	ALAN GREEN	
52	17 ST MARKS SQ	1	1		1	2	3	PAULA DRISCOLL	
53	16 ST MARKS SQ	1	1		1	3	4	JOSEPH DUNNE	
54	15 ST MARKS SQ	1	1		1	3	4	MARTIN JOYCE	
55	14 ST MARKS SQ	1	1		-	1	1	MARGARET PIERCE	
56	13 ST MARKS SQ	1	1		-	1	1	MARY BROWN	
57	12 ST MARKS SQ	1	1		3	5	8	ANN MURPHY	
58	11 ST MARKS SQ	1	1		1	-	1	MARK COUBURN	
59	10 ST MARKS SQ	1	1		-	1	1	AMY CALLAN	
61	8 ST MARKS SQ	1	1		-	1	1	MARIE MORAN	
62	7 ST MARKS SQ	1	1		1	1	2	PATRICK COSGRAVE	
63	6 ST MARKS SQ	1	1		2	1	3	DESMOND DOYLE	
64	5 ST MARKS SQ	1	1		2	1	3	MICHAEL DUNNING	
65	4 ST MARKS SQ	1	1		5	3	8	NOEL GARDINER	
66	3 ST MARKS SQ	1	1		4	1	5	MARY HANLON	
67	2 ST MARKS SQ	1	1		1	2	3	GERARD HENNINGAN	
68	1 ST MARKS SQ	1	1		2	4	6	BRIDGET HUGHES	
69	1 ST MARKS VILLAS	1	1		1	3	4	ROBERT JOHNSTON	
Carried forward / (Delete whichever does not apply)		20	20		28	37	65		

For office use only			
CO	EA	FOLIO	D.E.D.
.....

I hereby certify that this return is correct and complete to the best of my knowledge

Signature of Enumerator John Smyth

Date 12th MAY 1996

Appendix 16

FORM C

CENSUS OF POPULATION, 1996

County/~~County~~ ~~Borough~~ : 08 Laoighis : Region : 14 : DED No. 049 EA. NO.035 |
 EA : 035 : Field District : 05 : |
 DED ~~Ward~~ : 049 Castlecuffe : Enumerator's Appointment No. : 21/003/54 : |
 : : Enumerator's Name : John Smyth :

STREET/TOWNLAND LISTING

Streets/Townlands	1991		1996		1996		1996		1996		Explanation of difference in No. Households	For Use in Census Office
Code Name	Total No. of Hslds	Total Persons	Total Hslds	Total Persons	Total Males	Total Females	Total Persons	Total Persons	Total Persons			
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 9			
URBAN												
ABBYLEIX TOWN (PT)												
04633 ABBEY ROAD	14	29	12	11	14	25	TWO HOUSES DEMOLISHED					
04634 CLINTON PARK	23	71	21	28	36	64	ONE H.H. ABSENT					
04635 MAIN STREET	2	3	3	1	3	4	ONE HOUSE BUILT SINCE 1991					
04636 1ST MARKS SQ INCL ST MARKS VILLAS	21	66	21	28	38	66						
04637 ST MARYS CONVENT	2	15	2	1	14	15						
TOTAL/CARRIED FORWARD (DELETE WHICH EVER DOES NOT APPLY)	62	184	59	69	105	174						

Certified Correct: *John Smyth*
 (Signature of Enumerator) Date: 3/5/96

CENSUS OF POPULATION, 1996

County/~~County Borough~~ : 08 Laoighis Region : 14
 EA : 035 Field District : 05 | DED No. 049 EA NO. 035 |
 DED / ~~Ward~~ : 049 Castlecuffe Enumerator's Appointment No. : 21/003/54

Enumerator's Name : JOHN SMYTH

BLANK STREET/TOWNLAND LISTING FOR USE IN RECORDING NEW STREETS/TOWNLANDS

Streets/Townlands Code Name	1991 Total No. of Hshlds	1991 Total Persons	1996 Total No. of Hshlds	1996 Total Males	1996 Total Females	1996 Total Persons	Explanation of difference in No. Households	For Use in Census Office
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
TOTAL/CARRIED FORWARD	62	184	59	69	105	174		
STREETS/TOWNLANDS NOT LISTED ABOVE								
X0010								
X0011								
X0012								
X0013								
X0014								
X0015								
X0016								
X0017								
X0018								
X0019								
TOTAL/CARRIED FORWARD (DELETE WHICH EVER DOES NOT APPLY)	62	184	59	69	105	174		

Certified
 Correct: JOHN SMYTH
 (Signature of Enumerator) Date: 21/03/96

* If there are more than 10 streets/townlands please give details on a separate page. The relevant codes will be applied in CSO.

Form D

Census of Population 1996

List of dwelling units and other buildings

County Code: 08

E.A. Code: 095

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School.)	Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only				For business premises only		Notes	
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence	Vacant (insert Code)		Full name of business unit
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
1	1 CLINTON PK	DWELLING HOUSE			JULIA FITZPATRICK	2/4/96	3/5/96	1				
2	2 CLINTON PK	DWELLING HOUSE			DENISE DENPSEY	8/4/96	3/5/96	1				
3	3 CLINTON PK	DWELLING HOUSE			PAULA CASELLY	2/4/96	3/5/96	1				
4	4 CLINTON PK	DWELLING HOUSE			BETTY MORAN	5/4/96	3/5/96	1				
5	5 CLINTON PK	DWELLING HOUSE			BERNARD REDMOND	8/4/96	3/5/96	1				
6	6 CLINTON PK	DWELLING HOUSE			FRANK BROGAN	5/4/96	3/5/96	1				
7	7 CLINTON PK	DWELLING HOUSE			PAT FLYNN	2/4/96	3/5/96	1				
8	8 CLINTON PK	DWELLING HOUSE			GERARD MC GRATH	2/4/96	3/5/96	1				
Totals	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	8	8	8				XXXXXXXX

Form D

Census of Population 1996

County Code: 08

E.A. Code: 035

List of dwelling units and other buildings

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School.)	Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only				For business premises only		Notes	
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence	Vacant (insert Code)		Full name of business unit
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
9	9 CLINTON PK	DWELLING HOUSE			KEVIN SEERY	2/4/96	3/5/96	1				
10	10 CLINTON PK	DWELLING HOUSE			CATHY SHEERY	2/4/96	2/5/96	1				
11	11 CLINTON PK	DWELLING HOUSE			SEAN MC GAREY	2/4/96	2/5/96	1				
12	12 CLINTON PK	DWELLING HOUSE			MARGARET BYRNES	5/4/96	2/5/96	1				
13	13 CLINTON PK	DWELLING HOUSE			BERNIE WALSH	9/4/96	4/5/96	1				
14	14 CLINTON PK	DWELLING HOUSE			CLEO TEMPLE	5/4/96	4/5/96	1				
15	23 CLINTON PK	DWELLING HOUSE			DENS DOHAGHY	5/4/96	3/5/96	1				
16	22 CLINTON PK	DWELLING HOUSE			MARIE MOSS	5/4/96	3/5/96	1				
Totals	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	8	8	8				XXXXXX

Form D

Census of Population 1996

County Code: 08

E.A. Code: 035

List of dwelling units and other buildings

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School.)	Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only					For business premises only	Notes	
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence			Vacant (insert Code)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
17	21 CLINTON PK	DWELLING HOUSE			ANDY PARKS	5/4/96	5-15/96	1				
18	15 CLINTON PK	DWELLING HOUSE			DAN WALSH	5/4/96	5/5/96	1				
19	16 CLINTON PK	DWELLING HOUSE			PETER SMITH	5/4/96	5/5/96	1				
20	17 CLINTON PK	DWELLING HOUSE			OLIVE STOKES	5/4/96	5/5/96	1				
21	18 CLINTON PK	DWELLING HOUSE								H-H		
22	19 CLINTON PK	DWELLING HOUSE			NIGEL POCOCK	3/4/96	5/5/96	1				
23	THE SPINDELLOW STREET	DWELLING HOUSE			TREPSA GREEN	5/4/96	5/5/96	1				
24	16 MAIN STREET	HABITABLE HOUSE								H-H		
Totals	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXXXX	6	6	6		2		XXXXXX

Census of Population 1996

List of dwelling units and other buildings

County Code: 08

E.A. Code: 035

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School.)	Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only						For business premises only	Notes
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence	Vacant (insert Code)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
25	17 MAIN ST	SMITHS BUILDING SUPPLIES									SMITHS BUILDING SUPPLIES	
26	MBC 18 MAIN ST	MBC CAR PARTS									MBC CAR PARTS SALES	
27	80 CLINTON PK UNIT 2	DEFLACT BUILDING HIRE ALL								NH		
28	MAIN ST UNIT 1	SHOP CAR SALES									DUNNES CAR SALES	
29	MAIN ST UNIT 4/5	SHOWROOM GROCERY									MURPHY GROCERS	
30	MAIN ST UNIT 3	SHOP ELECTRICAL									WHITIE'S ELECTRICALS	
31	MAIN ST UNIT 2	SHOP TOYS									PATRICKS TOYS	
32	MAIN ST	SHOP										
Totals	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX					/		XXXXXX

Form D

Census of Population 1996

List of dwelling units and other buildings

County Code: 08

08

E. A. Code: 035

035

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School.)	Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only							For business premises only	Notes
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence	Vacant (Insert Code)	Full name of business unit		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	
33	UNIT 1 MAIN ST	TAKE-AWAY Pizza SHOP									PATISIES Pizza		
34	OVER UNIT 1,2,3	HEALTH STUDIO									CHARLIES HEALTH STUDIO		
35	OVER UNIT 4+5	COMPUTER SHOP									KNOW-I-T-ALL COMPUTERS		
36	MAIN ST	VACANT BUILDING											
37	MAIN ST	CHINESE RESTAURANT									Foo-Young CHINESE RESTAURANT		
38	MAIN ST	VIDEO SHOP CAR REPAIR									STREIS VIDEO SHOP		
39	MAIN ST	MOBIL SHOP									MURTHA'S CAR REPAIR SHOP		
40	MAIN ST	FISH TRUCKLE SHOP									MOBY DIGITS FISH TRUCKLE SHOP		
Totals	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX						XXXXXXXX	

Form D

Census of Population 1996

County Code: 08

E.A. Code: 035

List of dwelling units and other buildings

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School.)	Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only					For business premises only	Notes	
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence			Vacant (insert Code)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
41	MAIN ST	CYCLE REPAIR SHOP									TREACEY CYCLE SHOP	
42	MAIN ST	TROPICAL FISH SHOP									JAWS TROPICAL FISH SHOP	
43	MAIN ST	MUSIC SALES SHOP									STEN-POTS MUSIC SHOP	
44	ST MARYS CONVENT	CONVENT			SISTER MARY DOYLE	5/14/96	5/15/96	1				
45	ST MARYS CONVENT GATIE LODGE	DWELLING HOUSE			FINNA NASH	2/4/96	2/5/96	1				
46	ST MARYS SCHOOL	DWELLING										
47	ST THEREAS MAIN ST	DWELLING HOUSE			HENRY SULLIVAN	2/4/96	2/5/96	1				
48	ST JUDES MAIN ST	DWELLING HOUSE			JOHN WHITE	5/14/96	1/5/96	1				
Totals	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	4	4	4				XXXXXX

Form D

Census of Population 1996

County Code: 08

List of dwelling units and other buildings

E.A. Code: 035

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School.)	Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only						For business premises only	Notes
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence	Vacant (insert Code)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
49	20 ST MARKS SQUARE	DWELLING HOUSE			ANNE TREACY	2/14/96	2/5/96	1				
50	19 ST MARKS SQUARE	DWELLING HOUSE			BERNARD O'CONNELL	2/14/96	2/5/96	1				
51	18 ST MARKS SQUARE	DWELLING HOUSE			ALAN GREEN	8/14/96	8/5/96	1				
52	17 ST MARKS SQUARE	DWELLING HOUSE			PAULA DRISCOLL	2/14/96	2/5/96	1				
53	16 ST MARKS SQUARE	DWELLING HOUSE			JOSEPH DUNNIE	2/14/96	2/5/96	1				
54	15 ST MARKS SQUARE	DWELLING HOUSE			MARTIN JOYCE	2/14/96	2/5/96	1				
55	14 ST MARKS SQUARE	DWELLING HOUSE			MARGARET PIERCE	2/14/96	2/5/96	1				
56	13 ST MARKS SQUARE	DWELLING HOUSE			MARY BROWN	2/14/96	1/5/96	1				
Totals	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	8	8	8				XXXXXX

Form D

Census of Population 1996

County Code: 08

List of dwelling units and other buildings

E.A. Code: 035

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School.)	Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only					For business premises only		Notes
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence	Vacant (insert Code)	Full name of business unit	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
57	12 ST MARKS SQUARE	DWELLING HOUSE			ANN MURPHY	2/4/96	1/5/96	1				
58	11 ST MARKS SQUARE	DWELLING HOUSE			MARK COBURN	5/4/96	1/5/96	1				
59	10 ST MARKS SQUARE	DWELLING HOUSE			ANN CALLAN	2/4/96			1			E FORM
60	9 ST MARKS SQUARE	DWELLING HOUSE			JOHN OUNNIE	2/4/96	1/5/96	1				
61	8 ST MARKS SQUARE	DWELLING HOUSE			MARIE MORAN	5/4/96	1/5/96	1				
62	7 ST MARKS SQUARE	DWELLING HOUSE			PATRICK COSGRAVE	2/4/96	1/5/96	1				
63	6 ST MARKS SQUARE	DWELLING HOUSE			DESMOND DOYLE	2/4/96	1/5/96	1				
64	5 ST MARKS SQUARE	DWELLING HOUSE			MICHAEL DUNNING	2/4/96	1/5/96	1				
Totals	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	8	7	7	1	-		XXXXXXXX

08

List of dwelling units and other buildings

035

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School)	Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only							For business premises only Full name of business unit	Notes
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence	Vacant (Insert Code)			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	
65	4 ST MARKS SQUARE	DWELLING HOUSE			NOEL GARDINER	2/4/96	29/4/96	1					
66	3 ST MARKS SQUARE	DWELLING HOUSE			MARY HANLON	2/4/96	29/4/96	1					
67	2 ST MARKS SQUARE	DWELLING HOUSE			GEORGE HENNIGAN	2/4/96	29/4/96	1					
68	1 ST MARKS SQUARE	DWELLING HOUSE			BROGRET HUGHES	2/4/96	29/4/96	1					
69	1 ST MARKS VILLAGES	DWELLING HOUSE			ROBERT JOHNSTON	2/4/96	29/4/96	1					
70	SHOE REPAIR MAIN ST SHOP	SHOP			GRANUDA MC KENNA	3/4/96	29/4/96	1			CHARLES SHOE REPAIR SHOP		
71	2 ST MARKS VILLAGES	DWELLING HOUSE											
72	GROCEERY MAIN ST	GROCEERY SHOP									QUINNIES GROCEERY SHOP		
Totals	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	6	6	6				XXXXXXXX	

Form D

Census of Population 1996

County Code: 08

List of dwelling units and other buildings

E.A. Code: 035

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School.)	Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only					For business premises only		Notes
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence	Vacant (insert Code)	Full name of business unit	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
73	8 ABBEY ROAD	DWELLING HOUSE			PAULA MAHON	3/4/96	29/4/96	1				
74	9 ABBEY ROAD	DWELLING HOUSE			DESMOND MOORE	3/4/96	29/4/96	1				
75	10 ABBEY ROAD	DWELLING HOUSE			JAMES MURTAGH	3/4/96	29/4/96	1				
76	11 ABBEY ROAD	DWELLING HOUSE			ANTHONY O'BRIEN	7/4/96	29/4/96	1				
77	12 ABBEY ROAD	DWELLING HOUSE			OENISIE O'LEARY	3/4/96	29/4/96	1				
78	13 ABBEY ROAD	DWELLING HOUSE			CATHERINE O'REILLY	3/4/96	29/4/96	1				
79	14 ABBEY ROAD	DWELLING HOUSE			CHRISTINE O'TOOLE	3/4/96	29/4/96	1				
80	15 ABBEY ROAD	DWELLING HOUSE			THERESA PRICE	7/4/96	29/4/96	1				
Totals	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	8	8	8				XXXXXX

Form D

Census of Population 1996

County Code: 08

E.A. Code: 035

List of dwelling units and other buildings

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School.)	Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only						For business premises only Full name of business unit	Notes
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence	Vacant (insert Code)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
81	16 ABBEY ROAD	DWELLING HOUSE			THOMAS PRESTON	3/14/96	30/14/96	1				
82	17 ABBEY ROAD	DWELLING HOUSE			ANNE QUIGLEY	3/14/96	30/14/96	1				
83	18 ABBEY ROAD	DWELLING HOUSE			ANDREW RUETELL	3/14/96	30/14/96	1				
84	19 ABBEY ROAD	DWELLING HOUSE			MAURA MYERS	3/14/96	30/14/96	1				
85	20 ABBEY ROAD	DWELLING HOUSE			PATRICK COLLINS	7/14/96	30/14/96	1				
86	1 MAIN ST	Public HOUSE									BELLS Public HOUSE	
87	2-3 MAIN ST	OPTICIANS ELECTRICAL									SEE CLEAR OPTICIANS	
88	6-7 MAIN ST	SHOP									SPARKS ELECTRICALS	
Totals	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	5	5	5				XXXXXX

Form D

Census of Population 1996

List of dwelling units and other buildings

County Code: 08

E.A. Code: 035

Serial Number	Address (Describe in full the number and/or name of the house or premises along with the Street Name)	Description of Premises (e.g. Dwelling house, Flat, Apartment, Hotel, Guesthouse, Factory, Shop, Office, Church, School.)	Townland (Where appropriate)	D.E.D. or Ward (to be completed only where E.A. is in more than one D.E.D. or Ward)	For dwelling units only						For business premises only	Notes
					Person responsible for making return	Date of Delivery of Form A	Date of collection of completed Form A	Occupied	Temporary Absence	Vacant (insert Code)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
89	8-9 MAIN STREET	FURNITURE SHOP									STICKS FURNITURE SHOP	
90	10-11 MAIN STREET	GARAGE									WOODS SHOWROOM & CAR REPAIR GARAGE	
91	12 MAIN STREET	FILLING STATION									NOPPYS FILLING STATION	
92	REAR MAIN ST	BUILDER SUPPLIES									BLOCKS BUILDING SUPPLIES	
93	CLINTON LANE	NEWS - AGENTS									DUFFYS NEWSAGENTS	
94	CLINTON LANE	TAKE AWAY SHOP									WOODS FISH & CHIP SHOP	
95	CLINTON LANE	CHEMIST SHOP									WOODS CHEMIST SHOP	
96	BACK OF MAIN ST	PAVEMENT SHOP ROOF MISSING										
Totals	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX

Form D2

Summary of D Book Page Totals

Page No.	Date of Delivery	Date of Collection	Occupied	Temp Absence	Vacant	Business Unit	Page No.	Date of Delivery	Date of Collection	Occupied	Temp Absence	Vacant	Business Unit	Page No.	Date of Delivery	Date of Collection	Occupied	Temp Absence	Vacant	Business Unit	
1	8	8	8				26							51							
2	8	8	8				27							52							
3	6	6	6		2		28							53							
4	-	-	-		1	7	29							54							
5	-	-	-		1	7	30							55							
6	4	4	4			3	31							56							
7	8	8	8				32							57							
8	8	7	7	1			33							58							
9	6	6	6			2	34							59							
10	8	8	8				35							60							
11	5	5	5			3	36							61							
12	-	-	-			7	37							62							
13							38							63							
14							39							64							
15							40							65							
16							41							66							
17							42							67							
18							43							68							
19							44							69							
20							45							70							
21							46							71							
22							47							72							
23							48							73							
24							49							74							
25							50							75							
Total 1	61	60	60	1	4	29	Total 2							Total 3							

	Date of Delivery	Date of Collection	Occupied	Temporary Absence	Vacant	Business Unit
Total 1	61	60	60	1	4	29
Total 2						
Total 3						
Overall Total	61	60	60	1	4	29

