

CHAPTER 3 - THE CENSUS QUESTIONNAIRE

Chapter 3 deals with the Census questionnaire. It attempts to describe the questionnaire as an effective instrument for collecting a wide range of data while at the same time making possible the efficient tabulation of the key demographic, economic and housing characteristics of Bermuda's population. The commentary begins with an outline of the nature of the questionnaire and continues with a general discussion of the types of questions asked and the reasons for which the information is required.

NATURE OF THE CENSUS QUESTIONNAIRE

The questionnaire used in the 1980 Census enumeration (Form C.1., see Appendix I) is a mark-sensed document which contains 46 questions. Of these, written responses are required in only five instances. All other questions are completed by scoring the appropriate response position. This score, in turn, is "sensed" or "read" by a special document reading machine. Use of the techniques of pre-coding and mark-sensing enables rapid collection and processing of large volumes of information, a feature which is of increased importance when information is obtained via personal interviews as was the case in the Bermuda Census.

The term "scoring" refers to the technique of making marks in the appropriate place or response position on the questionnaire. Forty-one of the forty-six questions asked are pre-coded. This means that the response positions to these questions are already categorised and each category or answer is given a specific "code". Thus the enumerator can easily score the answer given by the respondent.

The questions on the C.I. form are grouped under ten topics: Identification, Characteristics of the Population, Migration, Education, Vocational Training, Economic Activity, Fertility, Housing and Rent. What follows is a description of the type of information required under each topic and how it is expected to be used.

TOPIC 1 - IDENTIFICATION

This topic deals with the identification of the household and its members. It includes questions one to four which identify the parish, postal zone and household as well as the name and assigned number of each individual within the household.

This information is necessary for checking the completed questionnaires at the Census Office and for deriving tabulations based on households by size and type. When compared with data from earlier censuses, distribution of households by size will provide valuable insight on the nature of the housing demand. Distribution by type of household - nuclear, related, mixed, non-related were developed for the first time in 1980. This information should enable sharper policy lines to be drawn with respect to housing.

TOPIC 2 - CHARACTERISTICS

Information recorded under Topic 2, which includes questions 5-12, gives a picture of certain personal characteristics of Bermuda's population. These questions ask for details on an individual's relationship to head of household, age, sex, marital status, usual residence, birthplace, race and religion.

Relationship to the head of household is revealed by question 5. The pre-coded responses to this question are self-explanatory except that the response designated spouse or partner refers to a wife or husband if such a person is legally married to the head, or to a common-law partner if the woman or man

involved lives with the head of household and assumes the domestic responsibilities of a married partner. This question enables analysis of households by composition, which is important in dealing with problems of dependency.

Questions 6 and 7 are concerned with age and sex; these are perhaps the key questions in the census questionnaire since without these, no person has been identified. Of even more importance is the fact that distributions by age and sex are necessary in virtually every tabulation of the population's characteristics since the incidence of many of these vary dramatically according to age and sex. For instance, the probability that an individual will be classified as a "clerk" is strongly related to that person's age and sex.

Information on marital status was requested only for persons aged 14 years or older. This question placed emphasis on the presence or absence of legal sanction of the union in which the individual, male or female, is or has been involved. The question carries a five-fold classification as follows:

Never Married covers all individuals 14 years or older who have never been married, either formally or as in the case of East Indians in Trinidad and Tobago and Guyana, through customary marriage ceremonies.

Married covers all persons aged 14 years or older who are formally married, whether or not they are living with the partners to whom they are legally married. Also to be included in this category are persons married according to Hindu custom or Muslim rites, whether or not these marriages have been formally registered. A person living apart from, though not legally separated from, his or her married partner is recorded as married.

Widowed covers all persons married legally or through customary rites whose partners have died.

Divorced covers all persons whose marriages have been dissolved by legal proceedings.

Legally Separated applies to married persons living apart whose separation has legal sanction.

Information on marital status of the population provides a rough measure of the frequency of celibacy, widowhood and

divorce and the effect of these on population growth through their influence on fertility.

Race, as a demographic characteristic, is of long interest, due to the specific historical development of the Caribbean area in that currents of immigrants brought into the region for various reasons were made up of diverse racial groups.

There are three response positions to the question on race which are Black, White, and Other Races. The enumerator simply scored the race to which the respondent said he/she and other members of the household belong. However, in keeping with common usage in Bermuda, children of mixed origins who had one black parent were classified as Black, while children of other mixed unions were classified as Other.

The information on race forms the basis for further investigation of other characteristics of the population necessary for the formulation of the variables connected with racial affiliation and the formulation of policies designed to alleviate the social and economic handicaps which may affect either or both the two main racial groups.

Queries concerning the country of usual residence and birth place are included to determine the impact of the foreign-born population on the labour force, education and on housing resources. Such analysis is made possible by correlating information obtained under Topics 1 and 2 with that for other sections.

Information on religion was obtained merely by recording the religion to which the respondent claimed he/she adhered. This question gives some indication of how and the extent to which the spiritual needs of the island are being met through existing religious institutions. Analysis of religious affiliation with data on fertility sometimes reveals useful insight on the nature of a country's fertility patterns.

TOPIC 3 - MIGRATION

This section contains questions 13-16 which deal with movements of the population from one major area to another. Questions 13-15 refer to "internal migration", which is the movement of persons between parishes. (Movement within parishes is not defined as migration.) Question 16 refers to immigration, which involves movement of persons from the rest of the world to Bermuda.

The importance of this section is that it will reveal the internal flows of the Bermuda-born population, as well as provide a measure of the rates of immigration of the foreign-born population. These facts make possible a more realistic projection of population on a national and parish basis.

TOPICS 4 AND 5 - EDUCATION AND SPECIALISED TRAINING

Education

Information on education and training was collected in Bermuda for the first time in the 1970 census. The questions used in 1980 were virtually unchanged from those of 1970.

The kind of non-vocational school being attended by the student is the subject of question 17 on educational attainment. Three types of educational institutions are recognised - primary, secondary and university - and for completeness, two further types, private study and other, are also included. The information is amplified by question 18, which records whether the attendance at an educational institution is part-time or full-time.

The highest level of education reached by the individual refers to persons at school as well as to those who have finished

their formal schooling; it is treated under three heads. The first of these shows whether the most advanced educational institution attended by the individual is primary, secondary, university or other. The second, years of primary schooling, is intended to take into account the great majority of Bermuda's population, that is those who have attended primary and secondary school only.

The third aspect of educational attainment refers to the highest qualifications from the school or university attended. Qualifications secured from primary school are not defined. The lowest qualification refers to Bermuda Secondary School Certificate. In the case of all other persons who have attended secondary school, three types of qualifications are adopted. Two groups of "O" level (Ordinary Level) passes at the General Certificate of Education (G.C.E.) are utilised. The first deals with one to four passes. The second type is a composite one: it signifies five "O" level passes at the General Certificate of Education, or the securing of the Cambridge School Certificate, or one pass at the "A" level at the General Certificate of Education. The third type indicates two or more "A" level passes

at the General Certificate of Education. The last two types make possible estimates of numbers of students leaving secondary school with qualifications for entry into university. Two types of qualifications at post-secondary level are used, although the difference between these is not always easily determined. One represents holders of diplomas and the other, persons with university degrees.

Questions concerning levels of highest educational attainment constitute a cutoff point in the interview where the individual being dealt with is a full-time male student at a primary or secondary school. In such cases no further information is requested about him. For females, the section on fertility will be administered only if the woman in question is aged 15 years or older and does not attend school full time. However, if the woman is a full-time student at a university, the entire Census schedule is administered.

Specialised Training

There were three questions on specialised training which were asked only of persons aged 16 years or older. The questions

dealt with the occupation for which trained, method by which training was acquired and period of training.

There were many problems in recording details about vocational training. In some instances, such as in the case of the professions, this type of training is virtually synonymous with the securing of a university degree or diploma. The aim of the 1980 Census was to treat as specialised training only instruction received in institutions run for the purpose of providing such training, or under appropriate auspices in the establishment where trainees are employed. In this context, "on the job" training is accepted only where it includes a sufficient component of formalisation and the granting of a certificate setting out the kind of qualification secured. Provision is made for training received by private study, where the satisfactory completion of this is attested to by granting of an appropriate diploma or certificate; this is a very small category.

TOPIC 6 - ECONOMIC ACTIVITY

The seven questions in this section provide information about all persons aged 16 years and over, who at the time of enumeration were not attending primary or secondary school as

full-time students. The information on economic activity gives a picture of the level and type of participation in the labour force of the adult population.

Of the seven questions in this section, two provide data on economic activity in relation to the twelve months preceding Census Day. The remaining five give information in respect to the week preceding Census enumeration.

Questions on Main Activity and Number of Months Worked relate to the twelve months preceding Census Day and seek to provide information as to what individuals did for most of that period.

The question on Main Activity aims at classifying persons in Bermuda's population as economically active; i.e. persons in the labour force as well as the non-economically active - the non-labour force. The economically active persons are those providing labour for the production of goods and services. For this question individuals were categorised in one of eight groups according to what they did for most of the twelve months preceding Census Day.

The first group, Worked, provides information on persons who worked for most of the twelve months preceding enumeration and about the type of work they did. A detailed definition of the concept Work was provided as guidance for the enumerators. For the Census, Work includes all work with pay whether the individual works for others, as a trainee or for self in own business or farm which is run for profit. The concept Work also includes work done without pay in one's own business or farm or as an unpaid apprentice. Seeking first job covers all persons who at the time of enumeration had never worked previously and were at that time new entrants into the labour force. Others seeking work includes all persons who had previously worked but at the time of the census were not working but were actively seeking work. The group Wanted Work and Available includes persons who had been previously actively seeking work without success and who were at the time of the Census no longer seeking work, but would work if a job were offered them.

These four categories form the labour force or economically active persons; i.e., the employed as well as the unemployed.

The category Home Duties applies to individuals who for most of the year were engaged in housekeeping, cooking, cleaning, etc., without receiving pay. Student as a group is applicable to all persons aged 16 years or older who were in full-time attendance at university or a primary or secondary school. The category Retired/Disabled refers to persons who for most of the year were in retirement or were incapacitated in some way, thus making them unable to work.

The question on Number of Months Worked was asked of all persons 16 years and over, including those whose main activity was something other than work, since it was possible for an individual to have worked only one or two months during the past twelve months. For this question, periods spent on vacation or sick leave with pay were regarded as periods of work. Special care had to be taken with respect to the total number employed in short periods of work each day.

The remaining five questions in this section - Worker or Occupational Status, Main Type of Job or Occupation, Industry, Economic Situation, Number of Hours Worked - all refer to the week preceding enumeration.

Worker or Occupational Status was asked of all persons aged 16 years and older who did any work at all during the time reference period, i.e., the week before the Census. The question classifies individuals as having worked for others - Government, Private Enterprise, Private Household - or worked for self in one's own business or farm with or without paid help.

Main Type of Job or Occupation - This category sought to give a detailed description of the type of job held during the week preceding enumeration by each individual who had worked during the week. In the case of persons looking for work during the week preceding enumeration, response pertains to the most recent job.

Industry or Type of Business - Information provided here refers to the type of business or industry in which the individual worked during the week preceding enumeration (or was last employed at, in the case of persons looking for work during the week). Short descriptions were written for this and the question on Occupation, since these were two of the five questions which required coding.

Economic Situation during Past Week - The main aim of this question is an attempt to establish a Week's Labour Force as distinct from the Year's Labour Force provided by responses to Main Activity. The response positions to this question correspond closely to those for the question on Main Activity. There are two exceptions however. Categories With Job Not Working and Looked for work are incorporated in this question. With Job Not Working applies to persons who at the time of the Census had some job attachment but were absent from work for some reason; e.g., sick, vacation leave. Looked for work includes all persons who were unemployed at the time of the Census.

Number of Hours Worked - Responses to this question were in respect to the actual total number of hours worked during the week preceding enumeration. Only persons who were classified as having worked during the week gave responses to this question. The information obtained here applies to work actually done and does not include time spent on vacation, study or sick leave, as was the case for some questions in this section.

Uses of Section

The section on economic activity is easily the most important in a modern population Census. This section provides the basic information for studies of the growth, composition and distribution of Bermuda's available work force, which is of fundamental importance for the determination of policies and the planning of programmes aimed at full and effective utilisation of our human resources.

This section provides data on the sort of jobs residents are holding, the industries in which their employment is of greater or lesser importance, their age structure and educational background, and, by inference, the extent to which they will have to be replaced by new entrants to the labour force or by imported labour.

TOPIC 7 - FERTILITY

Topic 7 deals with fertility; i.e., the actual bearing of children by women as they pass through the child-bearing age groups (15 - 45 years), as well as with Union Status; i.e., the type of union which resulted in the birth of such children. The six questions in this section were asked only of females 15 years

old and over. Males of all ages were not required to respond to these questions. Information on fertility is of fundamental importance for its own sake - the study of fertility patterns - as well as for the development of population forecasts. Both of these ingredients are of course of first importance in the development of a national population policy.

Fertility seeks to provide information on the reproductive performance of women in their child-bearing years (15 - 45). Indicators of this reproductive performance would include information on the probability or likelihood that a woman aged 15 years and over in Bermuda's population will bear a child; completed fertility (the actual number of children a woman has had as she passed through the child-bearing period); and the age of women at which they had their first and last child.

Four of the six questions in this section deal specifically with fertility. Information derived from these four questions is as follows: the number of liveborn children a woman has ever had (liveborn children here include children alive at the time of the Census as well as children who have died), the actual age of each mother at which she bore her first liveborn child, the

actual age at which the woman bore her last liveborn child (signifying completion of fertility), the number of livebirths/stillbirths during the twelve months preceding Census Day.

The last two of the six questions in this section provide information on Union Status. The questions sought information as to the various types of union which resulted in the birth of a child, as well as the duration of such union (in completed years). For women under 45 years of age, union status referred to the present union; i.e., the union existing at the time of the Census; for women 45 years and older, union status referred to the union which existed when the woman was 45 years old.

TOPICS 8 AND 10 - HOUSING AND RENT

Housing

The section on housing contains seven questions relating to the basic characteristics of housing in the town, city and parishes.

The questions deal with the following aspects of housing accommodation: Type of Dwelling, Type of Tenure (i.e., the arrangement under which a household occupies its living

quarters), Water Supply, Toilet Facilities, Year When the Dwelling Was Built, the Material of the Outer Walls, and the Number of Rooms in the Dwelling.

The information required under housing is fundamental for the formulation of a sound housing policy. Such information

includes:

- (1) The frequency of home ownership;
- (2) Demographic and other characteristics of home owners and renters;
- (3) The relationship of apartment dwelling to single detached housing;
- (4) The frequency of dual purpose building (e.g., office complexes which include a dwelling);
- (5) Distribution of housing stock by size;
- (6) Standard of water and sewage systems;
- (7) Standard of housing (i.e., material of outer walls);
- (8) Rate of construction (i.e. year dwelling built);
- (9) Rate of overcrowding.

Rent

This section deals with rental of the dwelling unit and seeks to obtain information on the period of rental payment as well as the amount of rent paid. Rental information will provide a profile of rents which is an important determinant of the characteristics of the demand for shelter and hence an important ingredient in any housing policy.

TOPIC 9 - CHECK OF CENSUS COUNT

This section is aimed at determining the actual number of persons within each household on Census Day. This check is made on Census Day after preliminary enumeration has taken place. It highlights whether or not changes have taken place in the composition among household members, and if so what the changes are (additions to the household due to births, marriages, return of household members who were absent during the preliminary enumeration, and departures from the household because of death or separation of spouses).