MOST IMMEDIATE





भारत सरकार/Government of India
गृह मंत्रालय/Ministry of Home Affairs
भारत के महारजिस्ट्रार का कार्यालय
OFFICE OF THE REGISTRAR GENERAL, INDIA
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No. 9/138/2010-CD(CEN)

Dated: December 3, 2010

CENSUS OF INDIA 2011 - CIRCULAR No. 28

Subject : Enumeration of Boat/Ship/Sea going vessels population during Census of India 2011- Circular

As you are aware, Population Enumeration phase of Census 2011 in your State/UT is to be conducted during 9th February to 28th February, 2011 along with revisional round from 1st March to 5th March, 2011. It has been customary to cover the population on Boats, Sea and Ocean going vessels, during census. Ministry of Surface Transport and Ministry of Finance (Department of Revenue) are being requested to issue instructions to their Attached/Subordinate Offices to extend necessary assistance to the Census Department during the Census 2011 Operations. Directions issued by them will be conveyed to you in due course. The important guidelines regarding enumeration of such population are detailed below.

I. Boat population :

2. Persons who live in boats for a number of months in the year or permanently and have no residence on land will be enumerated as boat population. The boat population will also include persons who have residence on land, but live for a part of the year in boats and found living in boats during the entire period of enumeration (9th February to 28th February, 2011). Persons found living at their residence on land for a part of the enumeration period do not come under the category of boat population even if they operate ferries of boats in Rivers.

3. All boats found at 'ghats' situated on the banks of rivers and other waterways during the enumeration period (9th February to 28th February, 2011) will be enumerated. Enumeration of boat population should not be kept pending until the night of 28th February, 2011.The enumerator of the village or enumeration block of the town where

the ghat is situated will enumerate the persons living on the boats simultaneously with the population residing in the village/urban block. The boats will be assigned numbers in a series different from that in which buildings of a village/urban block have been numbered. These numbers will be assigned in serial order as and when the enumerator finds the boat at the ghat and will enumerate the population in it. The assigned serial numbers will be painted on the boats.

4. The Location Code for the boat population will be the same as for the village/urban block where the ghat is situated. This location code will be entered on the relevant Household Schedule. Besides the location code, the word 'boat' should be written above the serial number of household appearing on top of side 'A' of the Household Schedule.

5. When the enumerator comes across a household living in a boat, this household will have to be entered serially in Section 3 of the Abridged Houselist. For such household, the boat number assigned will be repeated in columns 3 and 4 of the Abridged Houselist and a continuous serial number will be assigned, for each such entry, in column 8 of the Abridged Houselist. In other words, if in a block there are household in census houses, households living in boats and houseless households, the serial number of these households will be continuous.

6. Before enumerating a person living in a boat, it should be ascertained whether he/she has already been enumerated elsewhere. All persons enumerated as living on boats should be instructed not to get themselves enumerated again.

II. Sea population :

7. Sea population will consist of those on ships and boats of the following categories :

A. Indian Naval Ships.
B. Ocean liners coming from foreign countries.
C. Indian Mercantile ships plying between Indian ports and foreign ports.
D. Mercantile ships plying between Indian ports.
E. Miscellaneous:
   i.) Ferry boats
   ii.) Fishing boats
   iii.) Other boats plying between limits of single port
   iv.) Passenger boats touching two remote coastal ports
   v.) Lighthouse ships ; and
   vi.) Country boats carrying inland produce.

A. Naval Ships -

8. An officer of the naval base has to be specially nominated as Charge Officer for enumeration of naval ships at the port. In case of Indian Naval Ships arriving at a port on any day during the enumeration period, the officers and seamen who remain on board either during the entire enumeration period or for some part of the period upto 28th February, 2011 should be enumerated on board the Naval Ship itself. The Commanding Officer of the ship assisted by a trained enumerator of the defence establishment in the area will carry out the enumeration. The Naval Headquarters have already been requested to issue special instructions for the purpose. The civilian Charge Officer covering the port area need not take any action in this respect. You are however, requested to get in touch with the Naval authorities and arrange for training and supply of Census Schedules.

B. Ocean liners coming from foreign countries-

9. Crew members and boarders of only such ocean liners as are found at any Indian port at 00.00 hours of 1st March, 2011 will be enumerated. The enumeration of persons on board of such ocean liners will be carried out either on 28th February, 2011 or on 1st March, 2011. Ocean liners which touch the port after 00.00 hours of 1st March, 2011 or leave the port before 00.00 hours of 1st March, 2011 will not be enumerated.

10. Officials of the Port Trust or the Collectorate of Customs should be appointed as special enumerators for enumerating this category of sea population. You are, therefore, requested to contact the Port and Custom authorities and arrange for enumeration of population of ocean liners of foreign countries.

C) Indian Mercantile Ships plying between India and foreign countries -

11. Persons on board on such ships will be enumerated *only if they are at an Indian port at 00.00 hours on 1st March, 2011*. As in the case of ocean liners from foreign countries, this population will also be enumerated by the special enumerator of the Port Trust/ Collectorate of Customs either on 28th February or 1st March, 2011. Custom authorities should be requested not to issue clearance for any ocean liner or mercantile ship on 1st March, 2011 unless enumeration work of its crew members and boarders is completed.

D & E) Other vessels and miscellaneous types of boats plying between Indian Ports or within Indian Ports –

12. Enumerate members of crew and boarders of vessels which arrive at a port before 00.00 hours of 1st March 2011.Enumeration should be done on 28th February or 1st March,2011 if they are found at any port(including any jetty) during these two days Passengers travelling on such vessels and boats need not be enumerated as they may have been enumerated at their residence. However, member of crew of all such vessels and boats should be enumerated if they have been residing on them for the entire enumeration period, i.e., 9th February to 28th February, 2011.

13. The port enumerator (special enumerator in the case of big ports) will enumerate such vessels and boats. It is necessary that ships and boats after enumeration should be given a certificate to avoid possibility of double count or omission (proforma of Enumeration Certificate is at Annexure A).

14. For the enumeration of sea population, different elements of location code, etc. State/District/Tahsil, Town/Village, Ward and Enumerator's block number as for the general population will be used. However, a separate EB number will be assigned for sea population within the charge where the port area is located. The EB will also be covered in the Charge Register with suitable remarks to indicate that it constitute sea population.

15. Each ship/boat on which sea population is enumerated will be treated as an institutional household with the Captain or other appropriate authority being defined as the head of the household. For EB,s of sea population, the Abridged Houselist need not be prepared. Each ship, treated as an institutional household, will be assigned a serial number of household in that EB starting from 1. Working sheets for preparing the Enumerator's Abstract will also be filled-up for enumeration blocks of sea population as in the case of general population. Special care is to be taken to send the provisional population totals of such enumeration blocks.

Please acknowledge receipt of the Circular.

(C. Chandramouli)
Registrar General and
Census Commissioner, India

Copy to:

1. Copy with a copy of enclosure forwarded to the Secretary to Government of India, Ministry of Surface Transport for favour of issuing suitable instructions to Chairman of the Port Trusts and Shipping Corporation of India, to extend necessary assistance to the Census authorities in connection with the conduct of Census of India 2011.
2. Copy with a copy of enclosure forwarded to the Chairman Customs Board, Ministry of Finance (Department of Revenue) for favour of issuing suitable instructions to the Collectors Custom (ports) to extend necessary assistance to the Census authorities in connection with the conduct of Census of India 2011.
3. Copy with a copy of enclosure to all the Directors of Census Operations for information and necessary action
4. DRG(C&T), DRG(PKB), DRG(Map), DRG(CRS/SRS), JD(AKS), JD(DP), JD(A.K.Samal), JD(M.S.Thapa), JD(A.K.Srivastava), JD(Anil Kumar), JD(SS), ARG(SS), JRGI, Director(Adm.), SRO(Language Division)
5. JD(OL) for immediate Hindi translation
6. PS to RGI, PS to Addl. RGI, PS to DDG(NPR), PS to DDG(D. Rastogi)
7. Census Cell (15 copies)
8. Guard File

(ANNEXURE A)

(CENSUS OF INDIA 2011)

Enumeration Certificate

1. Name of Ship / Vessel.....
2. Name of Captain/Master of Vessel.....
3. Census No. of Ship / Vessel, if any.....
4. Date of Population Enumeration.....
5. Place of Population Enumeration.....
6. Authority enumerating the Ship/Vessel.....

.....
Signature and designation of
enumerating authority

Note: Duplicate copy of the certificate should be given to the concerned customs authorities who will issue custom clearance after its receipt.