${\color{blue}SUPPLEMENT}$ to the Solomon Islands Gazette

Tuesday, 12th October 1999

S.I. No. 44

(Legal Notice No. 156)

THE CENSUS ACT (Cap. 53)

THE CENSUS ORDER 1999

IN exercise of the powers conferred by section 2 of the Census Act, the Prime Minister hereby makes the following order -

- 1. This Order may be cited as the Census Order 1999.
- 2. It is hereby directed that a Census shall be taken of the inhabitants of Solomon Islands and that the time in relation to which the particulars required by the census shall be stated shall be midnight of the twenty-first day of November, 1999, except for households in special areas of the country as designated by the Census Commissioner, in which this time can be any night of the period mentioned under paragraph 3.
- 3. For the purposes of the special areas specified in paragraph 2, the Census shall be taken between seventh November, 1999, and seventh December, 1999.
- 4. For the purpose of such Census **REUBEN TOVUTOVU** is hereby appointed to be the Census Commissioner.

Dated at Honiara this twenty-seventh day of September 1999.

BARTHOLOMEW ULUFA'ALU
Prime Minister

THE CENSUS ACT

(Cap. 53)

THE CENSUS RULES 1999

IN exercise of the powers conferred by Section 5 of the Census Act, the Census Commissioner hereby makes the following rules -

- 1. These Rules may be cited as the Census Rules, 1999, and shall apply to the conduct of the Census Order 1999.
- 2. In these Rules unless the context otherwise requires -
 - "Census" means the Census ordered to be taken by the Census Order 1999,
 - "Census Return" means the Census Return prescribed by Rule 6;
 - "Collective household" means a household of at least six unrelated members including households consisting of inmates of a prison, guests in hotels, lodgers or boarders lodging or boarding houses, persons in public or private charitable, religious, educational institutions, health institutions or passengers or crew on vessels;
 - "District" means one of five districts, defined for Census purposes. Western district includes Western Province; Choiseul Province; Central district includes Isabel Province, Central Province and Honiara Town Council; Southern district includes Guadalcanal Province and Rennel and Bellona Province; Malaita district coincides with Malaita Province; and Eastern district includes Makira Province and Temotu Province;
 - "Enumeration area" means an area so declared and defined under rule 3;
 - "Household" means one or more persons having common arrangements for providing, preparing and/or consuming food;

- "Private household" means a household consisting of one or more related persons. It may include one or more non-relatives and visitors;
- "Superintendent" means a person appointed as such under rule 4;
- "Area manager" means a person appointed as such under rule 4;
- "Supervisor" means any person appointed as such under rule 4;
- "Enumerator" means any person appointed as such under rule 4; and
- "Time prescribed" means the time prescribed in the Census Order 1999.
- 3. For the purposes of these Rules each district may be divided into such enumeration areas as the Census Commissioner may by writing under his hand declare and define.
- 4. (1) The Census Commissioner may by writing under his hand appoint such and so many persons as he may declare necessary to be Superintendents, Area Managers, Supervisors, Enumerators and other officers for the purpose of the Census.
- (2) The persons named in the First Schedule are hereby appointed such Superintendents in charge of the respective districts therein set forth and shall carry out such duties as assigned to them by the Census Commissioner.
- (3) Subject to the other provisions of these Rules and to any directions the Census Commissioner may see fit to give, the Superintendent of any district may by writing under his hand appoint such and so many persons as he shall deem necessary to be Supervisors and Enumerators within such district for the purpose of carrying out the Census therein.
- 5. It shall be the duty of every supervisor and enumerator to act under the instruction of the Superintendent of his district and to carry out such duties as shall be assigned to him under the Census Act.

- 6. The Census shall be taken by means of the completion of a Census questionnaire in the manner described in Rule 8 in the form set forth in the Second Schedule in respect of each and every household.
- 7. All persons who are alive staying in Solomon Islands at the Census time defined in the Census Order 1999 shall be enumerated in the Census except:-
 - (i) Foreign diplomatic staff and their families
 - (ii) Foreign military personnel; and
 - (iii) Foreigners visiting the country for two months or less.
- 8. (1) When requested to do so by any enumerator, in each household, whether private or collective, the head of the household or the person acting for him or her shall provide to such enumerator all such information and particulars as shall be necessary or required to enable the proper completion of a Census questionnaire in respect of any such households and of every person who was present in the household at the time prescribed.
- (2) Any person present in the household at the time prescribed shall on the request of the head of the household or the person acting for him or her, or of any enumerator provide all such information and particulars in respect of himself or herself as are necessary to enable due compliance by the head of the household with the provision of the preceding paragraph in so far as he or she is concerned.
- 9. Any person acting as a supervisor or enumerator under the Census Act shall carry with him his/her written appointment as such and shall on being reasonable demanded so to do produce and show it to the person making such demand.

FIRST SCHEDULE

CENSUS DISTRICT SUPERINTENDENT **CENSUS DISTRICT**

ALI PITU OFFER GEORGE KIRIAU NOA

Western District Central District

CENSUS DISTRICT SUPERINTENDENT

CENSUS DISTRICT

ROLLAN TITIULU SIMON JUDE HOUMA

Eastern District Southern District

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Complete this block for all women been before 1988.
If born in 1988 or inter, continue with the next person

Complete this block for all wamen born before 1988 with at least I birth If born in 1988 or later or without ever borne a child,

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8	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	19		19		Yes i No 2	Nurse ! Docter 2 Traditional midwife 3 Relative 4 Other 5 No one 6	Number of months: Still breas: feeding 96 Did not breastfeed 97 last child

Enumerator checklist

FIRST VISIT

Introduction

- 1. Introduce yourself, show your identity card.
- Ask for the head of household (or one who can act as head if the head is not present). Also, ask as many household members as possible to be present.
- 3. Tell the purpose of your visit and answer any questions.
- 4. Always be polite, patient and neutral.

First-round enumeration

- 5. Use a blue pen.
- Start interview by filling in the header (complete every sheet used for that household).
- Complete household questions (only on the first sheet used for that household).
- Make an inventory of all people who slept there last night and order them in the proper sequence (use notepad and see section 3.2.3, point 7 in the manual).
- Check whether you included everyone, also people who did night work, etc. (see section 2.5, point 2).
- 10. Fill in the information in questions P2 to P5 for all those present at census moment. If necessary use the historical calendar and the age-year conversion table in the manual.
- Cross out those questions that do not apply to hausehold members because they are males or because they are too young (see section 3.2.3, point 3 in the manual).
- 12. Complete the remaining individual questions person by person. If necessary use the historical calendar, the ageyear conversion table and the children-ever-born listings in the manual, the Ward table on the folder and the Ward maps.
- 13. Complete question H18.
- 14. Complete the header (This is sheet of sheets).
- Check that there are no empty questions for any of the respondents: they must either be filled in or crossed out.
- 16. Check the consistency of the answers where possible.
- Copy the information from question H18 and the household number to Table D (census night) in the folder and sign there.
- 18. Attach a label to the house with the date and the EA and household number.
- 19. Ask the head of household to remember who slept in the household on the night of Sunday 21 to Monday 22 November. Give him/her a Household record sheet to write down their names.
- Thank the people for their assistence and tell them that you will come back after census night.
- Locate the next household in your EA and go there for the next interview.

SECOND VISIT

Second-round enumeration

- 22. Use a red pen.
- 23. Make all corrections as indicated on the questionnaires by your supervisor.
- 24. Tick off who slept in the household on census night.
- 25. Add any new people and delete people who were not present. If the head did not sleep there, identify another head and adjust the relation to the head of any other household member.
- Check whether there were any children born to one of the females listed, or whether any of their children died since your first visit. If so adjust question P29.
- 27. Adjust question H18 if necessary.
- 28. Adjust or complete the header if necessary.
- Copy the information from question H18 and the household number to Table D (census night) in the folder and sign there.
- Locate the next household in your EA and go there for the next interview.
- 31. Thank the people again for their assistence.

COMPLETION OF ENUMERATION

- Check whether you filled in all required information on the questionnaires (in the headers and in the questions), on the folders, on the manual and on the notepad.
- Arrange all sheets in the proper order, numbered 01 to 25 in each folder.
- 34. Hand all documents and all equipment over to your supervisor before 30 November and sign a sheet for reception.

Dated at Honiara this twenty-seventh day of September 1999.

REUBEN TOVUTOVU

Census Commissioner

Solomon Islands 1999 Population Census

AUTHORITY TO TAKE A STATUTORY DECLARATION

I,	Reuben	Tovutovu,	Census	Commissioner,	appoint	you
			as an o	fficer authorised t	to take a s	tatu-
to	ry declara	tion under the	he Censu	s Act Cap. 53, sec	ction 5(e).	•

Dated at Honiara this

day of

1999.

REUBEN TOVUTOVU

Census Commissioner

Honiara, Solomon Islands Printed under the authority of the Solomon Islands Government

Published by Solomon Islands Printers Ltd.