

National Population and Dwelling Census 1980
Instructions for the Enumerator
Questionnaire "A": long form
Argentina 1980

[pp 1-3 omitted]

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A. Geographic location

In this section of the questionnaire you should get the location of the dwelling to enumerate in the national territory and in the census organization.

This information should appear in **all** the questionnaires that you use.

Observe that in **a. Geographic location**, there are columns of cells, from left to right that correspond to hundreds, tens and single units.

For example:

[The instructions refer to a graphic of the census form.]

You will always fill out a cell for each column. When you should mark a number of two digits in a column of three cells, you should put zero in front of it.

Before beginning your route, you should complete in all of the questionnaires that you have received, the following information corresponding to: **Department -- Fraction -- Area -- Segment**, that your area supervisor will provide you.

The number of the **dwelling**, which you will obtain in your visits, you will assign in a correlated form marking 01 in the questionnaire that you use for enumerating the first dwelling, 02 for enumerating the second, and so on until finishing with all the dwellings that you find in your segment.

If in a building there are two or more dwellings, you will decide the order for enumerating, using a form for each dwelling unit.

Location of the dwelling

In all the cases you will complete the required information, which allow you to later identify the location the dwelling.

If the dwelling is not on a street or road, or if a number does not exist, you should use a fixed point as a reference. The reference can be a business, a public building, a road or a route. Among many options you will select that which you consider the most permanent in time. In the case of a very difficult location, you will make more than one point of reference.

[The instructions refer to a graphic of the census form.]

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B. Dwelling

It is any housing fixed or mobile that has been built or adapted for housing persons. A house, apartment, trailer, tenant room, shack, hospital, and a room are all considered dwellings.

1. Occupation: You will consider the condition in which the dwelling is found.

Inhabited: is one that on the day of the census is occupied.

Uninhabited: is one that on the day of the census is unoccupied. In this case, you will fill out the corresponding cell and consider the interview finished. Remember that if they do not respond to your call, you should make certain if it is a momentary absence. In this case, you should repeat your visit as many times as necessary on the day of the census; if in spite of this you do not manage to enumerate the occupants, you should communicate it to your area supervisor.

[The instructions refer to a graphic of the census form.]

2. Class: You will point out if a dwelling is private or collective

Private dwelling: is occupied by a person or a group of persons, related or not, who coexist under a common set of domestic rules. Dwellings located in places not meant for habitation purposes are considered private if they function in a permanent character such as the case of those located in garages, warehouses, etc.

[The instructions refer to a graphic of the census form.]

Collective Dwelling: is occupied by a group of persons who share a dwelling under a **none** family set of rules, for reasons or study, work, military, health, religion, discipline, etc.

Collective dwellings are hotels, boarding houses, barracks, hospitals, convents, jails, etc. A private dwelling that at the moment of the census has 6 or more pensioners, will be collective.

Within a building of a collective dwelling or institution, a private dwelling can exist, such as the case of a superintendent of a boarding school, of a manager of a hotel, or a manger of a bank, etc.

3. Type of Dwelling: The characteristics that correspond to each type of dwelling mentioned in the questionnaire are the following:

House: A construction with an independent exit to a public street, which generally constitutes a single dwelling unit.

Apartment: A room or group of rooms that within a building constitute a single dwelling, occupying only a part of it.

In an apartment building, each one of them constitutes a dwelling unit. The "flat" is a special case in which an apartment occupies a whole floor of a building.

[The instructions refer to a graphic of the census form.]

Tenant room: Tenant is a dwelling where 4 or more census homes are lodged. Each one of them occupies one or more rooms, lacking hygienic facilities and or kitchen of exclusive use. Each room or group of rooms occupied by a census home, should be considered an independent dwelling.

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4. Predominant Material in the Construction: You will specify the predominant material employed in the construction of the floors, walls and roofs.

In case of doubt, you will consult with the occupants of the dwelling.

If in a section of the construction more than one material exists, you will only make reference to that used in the largest proportion. For example: If the roof is $\frac{1}{4}$ covered asphalt and $\frac{3}{4}$ metal sheets, only mark "metal sheets".

a) Of the floors: You will indicate the material that predominates, considering all the floors of the dwelling.

[The instructions refer to a graphic of the census form.]

b) Of the outside walls: Follow the instructions from part a).

[The instructions refer to a graphic of the census form.]

c) Of the outside cover of the roof: In constructions of more than one floor, you will indicate the covering that corresponds to the top floor only.

[The instructions refer to a graphic of the census form.]

5. Number of bedrooms excluding bathrooms and kitchen:

You will fill out the cell corresponding to the number of bedrooms that the dwelling has, understanding by **bedroom**: all environments that have the capacity for an adult bed. You will exclude: kitchen, bathrooms, halls, gal pones [slave quarters or a barn-like structure on a farm], bedrooms meant for commercial/industrial use, except when in any of them persons are lodged in a permanent form.

[The instructions refer to a graphic of the census form.]

6. Water service: You will fill out the corresponding cell, according to the provision of water:

d) Supply system:

Provided by pipe within the dwelling

Provided outside the building: faucet within the property, faucet outside of the property

Without supply system

[The instructions refer to a graphic of the census form.]

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b) Origin:

Running water from a system

Drilling

Well

Other origin

If it has more than one source of water you will mark the one of major use. Running water from a system means that the facilities are given through a public system of pipes which are connected to the pipes of the dwelling.

[The instructions refer to a graphic of the census form.]

7. Fuel used for cooking. You will fill out the corresponding cell taking into account that:

Gas from a system: is the service given through pipes that supply the fluid.

Gas from tanks: is the supply in demijohns or tubes of super gas.

[The instructions refer to a graphic of the census form.]

8. Lighting Facilities. You will fill out the corresponding cell:

With electricity from the public system.

With electricity by their own generator, it is the supply by their own means whatever the type of motor used.

[The instructions refer to a graphic of the census form.]

9. Toilet Facilities

a) Toilet.

With drainage of water, means that the elimination of residue is done through water channeled under pressure.

You will indicate if it drained to a public system, with other drainage systems; without drainage, or if there is no toilet.

[The instructions refer to a graphic of the census form.]

b) Shower or bath.

You will point out its existence or not and the availability of hot and cold water, cold only or the lack of facilities.

[The instructions refer to a graphic of the census form.]

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10. Approximate age of the original construction of the dwelling:

You will check the age of the dwelling. If it is constructed by parts, you will indicate the information referring to the principal part or the largest surface. In buildings understood to be many dwellings (apartment houses, tenant rooms, etc.) try to get this information by means of the most competent persons, owners, managers, part owners or oldest tenants, etc.

[The instructions refer to a graphic of the census form.]

11. Ownership:

You will point out the regime of ownership of the dwelling; according to whether it is: Owner, Tenant or Lessee, Occupant in relation of dependence is one who receives the dwelling as part of what is received from a job; Occupant without pay is one who does not pay any rent or occupy the dwelling as part of their retribution, included in this category is one who has built their house on someone else's land without paying rent for it.

[The instructions refer to a graphic of the census form.]

When finishing question 11 you should continue with part **c. Population**; registering in each page the information corresponding to each member of the household you are visiting.

C. Population

Census home is a person or group of persons, related or not, who occupy the same dwelling. You will write down first the name and surname of the head of the household, then ask all the corresponding questions.

Below, with the purpose of not omitting persons in the household, you will continue registering all the rest of the members of the household in the following order: spouse of the head, single children, married children and their families, other relatives, others not related.

1. What is the relationship or relation with the head of the home?

Each private dwelling should necessarily have a head, who is the person recognized as such by the rest of the members of the household.

In the case of a group of non related persons someone should be recognized as head by the rest of the group. In the case of absence, the head of the household will not be enumerated in this household, another member should occupy their place (spouse, oldest child, sibling, etc.). The relationship of the rest of the members will be established with respect to the substitute.

[The instructions refer to a graphic of the census form.]

The spouse of the head will be enumerated second whether they are legally married or not.

In "other family member" register siblings, aunt/uncles, niece/nephews, cousins, brother/sister-in-laws of the head of the household.

Persons employed in domestic service will be enumerated as members of the census home when they coexist and sleep in the dwelling.

In "other non family member," consider other persons who coexist in the home for example pensioners, guests, etc.

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In collective households this question should not be asked. The enumerator will determine the order for enumerating, beginning with the one at the top of the hierarchy, but will not fill out any cell for question No. 1.

2. Male or female?

You will fill out the corresponding cell.

[The instructions refer to a graphic of the census form.]

3. What is your age?

You will mark the information of the enumerated person in completed years on the date of the census.

You will fill out the corresponding cells. In all cases, you should use both columns of cells. Writing in the first, the tens, and in the second, the single units. Consult the indications given on the back of the questionnaire.

[The instructions refer to a graphic of the census form.]

4. Where were you born?

Fill out the cell to which it corresponds, if the enumerated person was born in:

The province was being enumerated

In another province

In a neighboring country: Chile, Bolivia, Paraguay, Brazil or Uruguay

In a non-neighboring country

The Federal Capital should not be considered as a province.

[The instructions refer to a graphic of the census form.]

5. What is the location or province or foreign country...

a)...where you were born?

[The instructions refer to a graphic of the census form.]

b) ...where you live usually?

[The instructions refer to a graphic of the census form.]

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c) ...where you lived in 1975?

In each case, if it is a location or place where enumerated, only fill out the cell "here". If not, write down the name of the location or place and the province.

If it is abroad, only write down the country.

You should consider a person who lives in the place where enumerated for six months or more a usual resident, or who not being one, has decided to permanently reside in this place.

[The instructions refer to a graphic of the census form.]

6. Only for persons born abroad who usually reside in Argentina.

a) You will complete the year.

[The instructions refer to a graphic of the census form.]

b) You will fill out the corresponding cell.

[The instructions refer to a graphic of the census form.]

[you should ask questions 7, 8 and 9 to all persons 5 years old or older]

7. Do you know how to read and write?

Ask this question with reference to our language or to any other language.

When an enumerated person only knows how to read or write [not both] you will mark **no**.

[The instructions refer to a graphic of the census form.]

8. Do you attend or did you attend any educational establishment?

You will fill out the corresponding cell, understanding that school attendance is attending an official public or private educational establishment. You will not consider as official educational establishment: sewing academies, language institutes, etc.

[The instructions refer to a graphic of the census form.]

9. If they answered "attends" or "does not attend but attended."

You will ask:

a) for the highest level advanced at the moment of the census.

b) if they passed or not, this level.

c) about the last year or grade passed.

Take into account, that in the primary level there was a change in names with 1st grade superior becoming 2nd grade, 2nd becoming 3rd, ... 6th becoming 7th fill in the cell that corresponds to the current name.

[To the right of the text are two forms.]

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d) about the major or university career that is or was studied, writing the name of the major or career.

Vague positions or titles like: Graduate, Doctor, Engineer, etc, should not be put down.

[The instructions refer to a graphic of the census form.]

Possible educational levels

Preschool

Primary: Common primary schools, boarding schools, schools for adults, schools for children with special needs, centers of adult literacy, schools in hospitals, schools in prisons, schools annexed to the Armed Forces.

[The instructions refer to a graphic of the census form.]

Secondary: National secondary schools, high schools, specialized preparatory schools.

Commercial: Business schools.

Teacher training: Teacher training schools, regional teaching schools.

Technical or industrial: Industrial schools, advanced night school, regional and coeducational industrial schools, professional schools for women, factory schools, schools of worker training, schools of professional training for women, institutes of electrical technology, agricultural technical school, schools of medical aids. In all the cases they should be courses that **require having completed the primary cycle.**

Other middle educational: Institutes of middle specialized education: Military School, Navel School, Police and Firefighter school, Penitentiary Schools, Schools of Sub-officials of the Armed Forces, rural and domestic cultural missions [misiones de cultura rural y doméstica], schools of artistic education, Nautical School.

Higher not university: Professors of: History, Physical Education, Pedagogy, Languages, etc. Teachers specialized in: kindergarten, children with special needs, deaf mutes, the blind, etc. Specialized not teaching: courses for graduates of industrial schools, journalists, librarians and museum curators. Higher Military Schools: Military Secondary School, Naval School, Higher School of War, etc. University: Departments of Medicine, Engineering, Architecture, Law, etc.

You will ask the following questions to all persons 14 years old or older.

10. What did you do last week?

The questions should refer to the activity done during the period known between the Sunday of the week previous to the day of the census. As it is expressed in the questionnaire, you will ask a question once in the order indicated, until obtaining an affirmative response. You will ask questions 11, 12 and 13, only if you obtained a response to one of the first three alternatives of this question.

If you obtained a response starting with the fourth alternative, you will go directly to question 14.

[The instructions refer to a graphic of the census form.]

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11. What is the occupation, craft, or class of work that you do?

You will write down the name of the occupation, giving a precise idea as in the examples that are shown in the questionnaire.

You will avoid imprecise names like: agricultural worker, aid, employee, etc.

If the enumerated person has more than one occupation, you will write down what is considered as principle.

[The instructions refer to a graphic of the census form.]

12. What position do you have in the running of this occupation?

Employee or worker of the public sector: a person who works for daily wages or salary for a centralized or decentralized or autonomous organism of national, provincial, or municipal administration; government employees, or companies under governmental control.

Employee or worker of the private sector: a person who works for daily wages or salary for an employer, company or private employer.

Domestic employee: a person who works for daily wages or salary for an employer doing domestic duties (cook, nanny, butler, maid, gardener, etc.).

Self-employed (does not have employers): a person who without depending on a employer, exploits their own economic company, or who runs for their own account a profession or craft, without employing any remunerated worker.

Employer or partner (has employees): a person who exploits their own economic company or runs by their own account a profession or craft, and who has one or more workers for salary or

daily wages.

Family worker without remuneration: a person who works in a company or business whose owner is a relative and does not receive a fixed remuneration.

[The instructions refer to a graphic of the census form.]

13. a) The establishment or place where you work, is it principally ...?

If the establishment is industrial or commercial, you will indicate the principal activity that it does.

[The instructions refer to a graphic of the census form.]

13. b). What is done or produced principally in this establishment?

You will give a precise idea of the activity, avoiding general names like commerce, office, etc.

Take into account the examples given in the questionnaire.

If a person is a national provincial, or municipal public employee, of a centralized, decentralized or autonomous organism, you will write down the department where they work.

In the case of individual activities done for their own account; professional, technical, arts and crafts, etc., you should indicate in this question the type of activity that is done.

[The instructions refer to a graphic of the census form.]

13. c) The establishment in which you work has...

The total number of persons who work in the establishment should be considered including: employer, partners, members of the family of the owner, etc.

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14. Where is the place where you work or study located?

If the response of a person corresponds to the first two alternatives, you should fill out the corresponding cell and complete the address, location or spot and the province.

Persons who not having worked did have a job should be included.

If a person works and studies you will indicate the information referred to as their place of work.

15. What is your current civil state?

You will ask the questions in the order that they are presented.

You will ask about the civil state of the enumerated person on the day of the census.

Persons who live in a stable form in apparent matrimony without being married in accordance with the laws will be included filling out the cell "united de facto".

You will ask the following questions to all women 14 years old or older.

16. Have you had children born alive?

You will fill out the corresponding cell, if affirmative, you will continue asking. If the response is negative or she does not know the information, you will finish the interview.

[The instructions refer to a graphic of the census form.]

17. a) How many have you had?

You will investigate the total number of children born alive.

[The instructions refer to a graphic of the census form.]

17. b) How many are currently living?

[The instructions refer to a graphic of the census form.]

[For all women 14 years old or older who have had children born alive.]

17.c) You will indicate children born alive since October 22, 1979.

[The instructions refer to a graphic of the census form.]

Complementary tasks

After finishing the interview, check if you have included all persons that should be enumerated in this dwelling and verify if you have written down all the pertinent information for each one of them, rechecking the information obtained in section No. 1: Summary of the enumerator.

Upon finishing each dwelling, you will put on its exterior the stamp indicating that the dwelling has been enumerated.

Finishing your route, be certain that you have visited all the dwellings that correspond to the segment which you have been assigned.

Finally turn in all the material to the area supervisor, putting in the envelope of the enumerator the questionnaires ordered by number of dwelling and filling out the envelope in complete form. If you were assigned more than one segment you should complete an envelope for each one of

them.

Separately you will turn in Section No. 1: Summary of the enumerator and the remaining material.

Do not leave the headquarters of the area until your supervisor has control of all the material that you turned in.

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