

Population, Housing and Establishment Census 1996 [Egypt]

Enumeration Instructions

Introduction

The objectives of the survey:

The third pre-census survey for population, housing and establishment's census for the year 1996 is considered as the most significant census by which is achieved the following:

To shed light on the whole field operation (census execution) this includes questionnaires, instructions on filling them and implementing the various plans that require execution before and during and after census field works especially the enumeration of foreigners, homeless and public living quarters residents and processing census works in areas of special nature.

The precision of final control for census administrative and financial works

Finalizing the method of depending villages board on dependants frame in each village under execution

The increase of census propaganda, this will secure the cooperation between the responder and census staff in the census field steps

The survey frame:

The size of the surveyal sample is 109000 household by the number of households in the administrative units for the year 1986 distributed on whole administrative units in each of the urban and rural

The governorates lower Egypt and upper Egypt and also urban governorates are represented accordingly:

Urban governorates: *Iskandariya*

The governorates Lower Egypt are: *Kafir Al-Sheikh - AlBuheera*

The upper Egypt governorates are: *Al Meena Qana (Al-Aqsar city)*

These are the areas that are chosen on which the survey is going to be fulfilled, the number of the households in it is according to the final results of 1986 population census.

First: Urban Governorates

A. *Al-Iskandariya* governorate:

The whole *Al-Aamiriya* division

Household No.21485

Second: the governorates lower Egypt

1. *Kafir Al-sheikh*, the name of the chosen households is 25459 household and distributed according to the following:

Al-Hamool city

AL-Hamool city (household number 5815)

Al-Zufran (2504)

The eastern Kafar (3201)

Al- Hatra com (1649)

Al-Abaadiya Al-Bahariya (815)

Al-Bina and its divisions (1878)

Al-Hamool sector (6726)

The angle sector (437)

Mansoor sector (2434)

2. Al-biheera governorate:

The number of the chosen households is 15674 and they are distributed according to the following:

Damanhoor city

Qirta shyaka (2688)

Damanhoor center:

Sharnoob (1808)

Saleem Toob Jian Izba (84)

Muhammad Awadh Izba (67)

Al-Salankly Izba (156)

Tra bimba Izba (377)

Muhammad Al-Wakeel Munshaa (496)

Qaraqis (1853)

Al-Hammamiya (310)

Ghirbal Munshaa (834)

Nadeaba (2030)

Hafis (1701)

Al-Birnoojy (1384)

Al-Aamiriya (886)

Third: upper Egypt governorates:

1. Al-Meena governorate: the number of the chosen households is 21968 household

Al-Meena city:

Shyaka Kafir Al-Mansoorah Upper Egypt (3452)

Al-Meena center:

Nazlat Hussein Ali (823)

Al-Dawoodiya (726)

Nazlat Farai Matti (454)

Al-Hawarta (778)

Nazlat Abeid (1386)

Tahna Al-Jabal (1037)

Swada (989)

Sultan angle (1224)

Beni Muhammad sultan (1011)

Beni Mahdi (797)

Al-Muthahra Al-Bahieriya (922)

Al-Hawaselia (635)

Beni Hammad (260)

Beni Ahmed (3161)

Reeda (1646)

Munshaa Al-hawaselia (321)

Maqoosa (2346)

Qana governorate:

The number of the chosen households is 25348 household

Al-Aqsar city

Shyaka Al-Aqsar city (12448)

Shyaka Al-Qurna (3180)

Shyaka Al-Karnak new (1826)

Shyaka Al-Karnak (3808)

Jasieera Al-Aramiya (1169)

Munshaa Al-Ammary (2917)

The history of the survey

The history of the population census in the survey is defined on the night of November 20/2/1995.

[Text omitted here]

Part two

Definition used

1. Enumeration unit:

The household is considered as the enumeration unit in population census, this is for population who

reside as households but "the person" is the enumeration unit for public living quarter's residents.

2. The census household:

The household is defined according to de facto that is used in this census as (one person or a group of persons Egyptians or foreigners related or non related to each other sharing a living quarter and food together and spending the census night together).

According to this definition the members of a household include the following:

1. The original household members who reside in the living quarter on the night of census (civil or armed forces)
2. The original household members who are absent temporarily on the census night and it is difficult to enumerate them in other places such as:

Persons who work on night shifts, factory, workers, fishermen and others who spend the census night on work.

Those who are absent from their households because of the traveling inside the country and spending the night of census in the road.
3. Armed forces members with their various ranks (worker, officer...etc.) who are absent from their households on the night of census but they are inside the boundaries of the republic.
4. Servants and the like who reside with the household.

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5. Visitors who spend the census night with the household (except the visitors of the armed forces. They are always enumerated within the members of their households.
6. Egyptian workers who work in Egyptian or foreign means of transportation (airplanes, ships....etc.) who are present within or out the territorial boundaries as they have no other resident place abroad.

It is not included within the household its temporary or permanent absent members as they are enumerated as population in one of the public living quarters or visitors to other households and also the members of a household who reside abroad.

The person who get married more than one wife and he has more than one resident place is enumerated within the members of his household in the housing unit in which he is present on the census night.

3. The block:

It is a building or a group of buildings attached to each other with no separate between them and surrounded by a space on all sides (roads, farms...etc.)

4. Shyaka

Al-Shyaka is the smallest administrative unit inside the city or the section.

The whole city is considered one Shyaka as it is in most of the capitals centers and also the villages that are transferred to cities.

The benefit of the administrative division of the cities to sections and Shyaka is to ensure the accuracy of listing and on the dissemination of the results in general on the level of the various administrative units and also to benefit in the works of choosing sampling for various statistical and research purposes in different fields

5. Road definition:

It is considered a road in all censuses works the designations that are in nature such as (road, street, meidan, Hara, Zukak, Atfa, Darb, Sika...etc.)

Roads signs: [Text omitted]

7. The census building:

It is a free standing structure which is fixed on earth or on water permanently or temporarily (regardless the material used in building it) and it is used for residence or doing any activity in it (work, sport, pious work....etc.). this definition has some expansion as census basically aims to list population wherever they

are and also establishments; therefore, this definition includes every place on which work is done or intended for persons' residence, it is either an ordinary building such as (apartment building-house....) or marginal such as (ranchos, tent, an enclosure in a graveyard, fixed carriageetc.). The previous definition of the census building requires the availability of these elements:

Regardless the material used in constructing the building (bricks, stone, iron, wood tents, straw); therefore, all the following kinds are considered census buildings (tent, a wooden stall, ranchos from straw, a graveyard enclosure...etc.) as the apartment building and villa.

The building must be fixed (on earth or on water) the removable things are not considered buildings only if it loses the specialty of movement and fixed on earth, for example the shape of an old car and fixed on the ground and used for residence or for working or fixed on water as a barge

The building may be found permanently or temporarily during listing; therefore, the tents that are rising temporarily used for residence or work available in it are included in the listing.

The building is used for residence or any activity; therefore, the factory is considered a building and the mosque is a building and the apartments building is a building...etc.

A. According to census purposes the followings are regarded as census buildings:

The ground surrounded by walls

The un surrounded ground on which work is going on such as (bricks, concrete bricks....etc.) and it is used as a shelter

The buildings which are under construction

The building that are being demolished

Graveyards enclosure when it is used as a residence or for working in any activity

Attached stalls or shops in which there is any activity, are considered an independent building if each has an independent ownership

The stalls or shops which are attached and owned by one owner are considered one building (a group of shops)

The separate stalls or shops in which there is an activity each one is considered a separate building even all of them belong to one owner

The markets within an enclosed space, each market is considered as one building and the census number is written on the main entrance of the market and the letter (T) accompanies the census number on the other entrances and the fixed locations in side it are regarded as establishments only.

If the market is not surrounded by a fence, each fixed location is considered (carriage or the like) in this market is an independent census building and at the same time it is an establishment.

The building that is surrounded by a fence and goods are sold in it without establishments available within it, is considered a building and an establishment at the same time for example cattle markets.

The following places are not considered census buildings and they are not given census numbers and they are not listed

Water tanks-electricity box-public water circulation-railways stalls oratory in space-sunshades and parking and others as means of transportation-public water tab-traffic police shading roofs-public statues guards stalls in front of some buildings-public parks-the land that is not surrounded by a fence, it is neither used for activity nor for residence-circles' clocks-telephone box-...etc. (unless one of these locations has work in it or occupied by residents).

1. The apartment building:

It is a building consist of one floor or more and there is more than one apartment in each floor

2. The dwelling:

It is a building consists of one floor or more and in each floor there is one apartment or room or more of the independent rooms.

3. Villa:

It is an independent building consists of two floors connected by interior stairs, it has garden and often the villa is a splendid type and it is considered one housing unit.

4. Rural house:

It is a building consists of one or two floors and it includes a room or more and they are all locked up by the building outer door and it is not necessary to have water circulation in it and this kind is usually spread in villages and it is often built with wet bricks or with clay, the rural house is considered one housing unit whatever the number of households is in it.

12. The usual housing unit:

It is the place that is used mainly for residence such as: (apartment, independent room or rooms, villa, the rural house ...etc.).

The housing unit has one household or more households or occupied by an establishment or more or a household and an establishment are found at the same time ...etc.

Sometime the household occupies more than one housing unit

The independent rooms which have one ceiling and they are all locked by one door without facilities even they have multiple households are not considered one housing unit

The independent rooms that are not locked by a door and occupied by one household are considered one housing unit, for example three rooms on the roof or the yard of the building that one household resides in.

The independent rooms on the roof that some apartments used to use them are not considered independent housing units but, considered rooms annex to the housing unit

The rooms in the yards of the buildings and used as shops for commerce or establishments or for residence are independent rooms and next housing units only if they are used for domestic purposes for the housing units occupants they are considered annexes rooms to the housing unit

13. The apartment:

It consists of a room or more besides the facilities and all locked by an outer door and the living quarter that consists of two floors connected by interior stairs (it is called villa) is considered a one housing unit (apartment)

14. The independent room:

It is a free-standing room, it has no facilities from inside but, it shares with others in facilities (kitchen, bathroom, toilet) and it is used originally for residence and it is often located on the roof or the building yards and the interior rooms in the rural house are not considered independent rooms even they are occupied by free-standing households.

15. The marginal living quarters:

They are places that are not prepared basically for residence but, they are occupied by households during listing such as parts of establishments buildings in which the guard resides or the shop, the garage, the graveyard enclosure and the like which are occupied by households. The ranchos, the tents and the stalls that are used for residence are considered marginal living quarters.

16. Public living quarter:

It is a place specialized for the residence of a group of persons in which they avail a service presented by the living quarter or other purposes. The public living quarter may occupy a building or more or a housing unit or more inside the building. It considered within the public living quarters:

hotels, pensions, prisons, asylums, boarding sections inn hospitals, university cities, governmental or non-governmental rest house, workers resident places in their work site location, tents, monasteries, police station custody.

17. Establishment:

It is a fixed place where an economical activity is practiced and it is owned by a person either natural or artificial. The following bases should be available in this definition:

The establishment must be in a fixed place; therefore, the moveable things in which work is done are not considered establishments only if it loses the specialty of movement and it is fixed on earth or on water.

The establishment practices an economical activity such as to present goods or service to others.

It is owned by one person either a person or a company between persons or an artificial personality.

Generally the following must be regarded on applying this definition:

if there are many buildings surrounded by a fence, they are considered one establishment on condition that the activity done in this establishment must be one activity and owned by one person but, if among these buildings inside the fence free-standing buildings for workers' services, for example a mosque, hospital, club, or cinema, each one is considered an independent establishment in addition to

the main establishment.

If there is more than one place within the building (more than a shop or more than an apartment or a shop and an apartment or more) occupied by an establishment for one owner and practices one economical activity, all these places are considered one establishment.

If there is more than an activity run in one place (inside a shop or inside an apartment for example) each activity is run by one independent owner is considered an independent establishment.

If there is more than economical activity run in one place (inside a shop or inside an apartment) and these activities are held by one owner; therefore, each activity is considered an independent establishment on condition of the availability of records which enable to separate these activities and if the process of separation is impossible it is all considered one establishment.

Some explanation on establishment definition:

The railway station with all its components is considered one establishment and also last vehicles station

The banks, post offices, telephone and telegraph offices that available inside the railway stations or some governmental offices or some public work sector companies are considered independent establishments as it offers services to others and also the buffets and the various stalls available in these places and they are used by others are considered independent establishments from the main establishments.

The buffets that are found in governmental offices and the like and run by the same people are not considered independent establishments.

If the place is occupied by two schools in two different periods and in different names, they are considered two independent establishments.

Notice: the following places are not considered establishments; they are not numbered and not included within establishments.

Listing:

Tombs without mosques, railway stalls, watching stalls, oratory with no ceiling, host houses, water taps, bridges, private garages, guards stalls in front of some buildings, telephone box, traffic police parks.

Work buildings:

The buildings which are basically constructed for work and an economical activity is practiced in it such as ministries, governmental offices, hospital, schools, petrol stations, hotels, theaters, asylums, prisons, stores, garages...etc.

Plan metric area:

It is either Shyaka, city or village or any part from any one of them and it contains a number of housing units in the limit of 1000 housing unit and surrounded with roads from all sides or in the case of villages are separated by natural landmarks such as a small river or a main road look at shape (1) and shape (2)

[Text omitted here]

Third: Explaining the questionnaire columns

The assistant records the identification data on the top of each questionnaire one by one and in clear hand writing.

The building census number - column no. (1)

The assistant records in this column the number that he has written in wax on the right of the main entrance of the building beginning with no. (1) for the first building he starts numbering till the last building in the assistant area .

The columns from (2 till 13) are filled on the building :

The organized number or the name of the owner of the building - column no. (2)

The assistant in this column records the building's organized number and if this number is not existed, the name of the owner of the building is written in triple, the person is either natural or legal for example (Ali Ishmael Ali - heirs of Ismael Abid Al- Khalik - Delta Industrial Company) if the building is owned by the government and it is occupied by governmental authority, the name of the authority that occupies the building is written for example Al-Shaheed Al-Mabneesy primary school, Al-Saahil educational hospital.

Notice:

If the building's organized number from another road and not the road on which work is going on, the name of the owner of the building is written and his organized number is from street or next to the building is the organized number..... of the same road on which work is going on.

Type of building - column no. (3)

It is recorded in this column the answer and the proper code to the type of building for example: apartment building code (1) house code (2) rural house code (3) and so on according to what is explained at the top of the questionnaire regarding that: other includes buildings under construction and buildings under demolition the surrounded land and the not surrounded land that is used for work.

The building's current status - column no. (4)

It is recorded in this column the answer and the proper code for the building's current status for example completed and occupied wholly or partly code (1), completed vacant code (2).

The building's ownership - column no. (5)

It is recorded in this column the answer and the proper code for the building's ownership for example: governmental code (1) public sector (2) and so on

1. Governmental: if the building is owned by the government or one of the general organizations of the Public sector
2. Private: If the building is owned by the Egyptians or non Egyptians (person or many persons) or one of the private sector establishments and its owner is either a natural person or legal
3. Other: according to the status and differs from what is mentioned

The current use for the building - column no. (6)

Record in this column the answer and the proper code for the current use status to the building.

1. For residence: if the building is specialized as a whole for residence for example all the ordinary housing buildings, it is a place for residence even if it contains shops in it.
2. For work: if the whole building is specialized for work such as the buildings of the governmental administrations or the public or the public sector or the private sector and used as establishments and also (the mosques, churches, factories and the stalls used as establishments) it is a building for work even there is a residence for the guard or to the manager in the building.
3. For work and residence: this is for the buildings that are used currently both for residence and work (a clinic and a residence for a doctor).
4. Vacant: If it is found vacant during listing.
5. Other: according to the status differs from what is mentioned.

The year of constructing the earliest part in the building - column no. (7)

Record in this column the answer and the proper code for the year of constructing the earliest part in the building for example:

1. before the year 1940
2. from 1940 to 1949
3. from 1950 to 1959 and so on

The construction method - column no. (8)

Record in this column the answer and the proper code to the construction method

1. Concrete roof and pillars regardless the walls construction material
2. Previous provision
3. Baked bricks or its replacement and concrete roofs
4. Baked bricks or its replacement and other roofs
5. Adobe
6. Other: differs from what is mentioned in the previous cases from 1-5 such as ranchos or a tent.....etc

The number of floors in the building including the basement - column no. (9)

It is recorded in this column the number of floors that the building consists of which the main entrance of the building leads to them. The basement and the ground floor and the rooms on roof are considered floors. As for the buildings that have more than one entrance, each one leads to a number of floors that the other entrances do not lead to them, for each entrance is counted the number of its special floors as each floor is considered a free standing census building.

The connection of the building with water the facilities - columns from no. (10) to no. (13)

The connection of the building with water source - column no. (10)

Record in this column the answer and the proper code of the building's connection with water source such as:

1. Public piped system: In case the building is connected with a public piped system.
2. Other: In case the building is unconnected with a public piped system but there are other sources (private pump).
3. None: In case the building is unconnected with any water source.

The connection of the building with electricity source - column no. (11)

Record in this column the answer and the proper code of the building's connection with electricity source

1. Public net system: In case the building is connected with a public electricity net system.
2. Other: If the building is unconnected with public electricity net system but there are other sources (private machine).
3. None: If the building is unconnected with any electricity source.

The connection of the building with sewerage facilities - column no. (12)

Record in this column the answer and the proper code of the connection of the building with public sewerage system such as:

1. Public sewage disposal system: In case that the building is connected with public sewerage disposal system.
2. Other: In case there is a private tank in the building as a private sewage disposal system.
3. None: If the building is unconnected by the public sewage disposal system or there is no private tank in the building.

The connection of the building with natural gas source - column no. (13)

Record in this column the answer and the proper code of the building's connection with natural gas sources such as:

1. Connected: If the building is connected with natural gas system.
2. Unconnected: If the building is unconnected with natural gas system in the city

This question is only for Cairo, Al-Jeeza and Al-Iskandaria governorates as the natural gas is available in then but as for the rest of the government, this question is not required and put (-) instead of 1 and 2

The columns from (15 till 19) are filled for the units that form the building:

It is known that some buildings usually consists of one unit such as Villa or the rural house and also some work buildings such as a school or a factory and other buildings consist of a number of units such as the house that consists of more than one floor and in each floor is an apartment and the apartment building that each floor of it consists of more than one apartment, regarding that some buildings include a number of separate rooms and also a number of shops or garages, in this case each shop or apartment or separate room or garage is considered a unit from the units that form the building.

Total number of the units in the building - column no. (15)

It is recorded in it the number of the housing units and non housing (apartment - separate room - shop - garage ...etc) in the building that are listed and after writing the special sequence number of the last unit in the building (in column no. 16).

The unit's sequence number in the building - column no. (16)

It is recorded the number of the unit's sequence whatever its type is (apartment - shop - garage - floor - or part of floor - separate roometc) according to its sequence in listing with regarding that the work

building is considered a whole building one unit as it is occupied by one establishment and this number begins at the first unit that the assistant faces and finishes in the last unit of the same building.

Type of building - column no. (17)

It is recorded the answer and the proper code of the unit type such as: code (1) of the whole building and code (2) to the part of the floor or floor or more and so on according to what is explained in the questionnaire.

The location of the unit from the building - column no. (18)

It is recorded the detailed characteristics of the unit's location from the building such as: apartment first floor on the right - apartment no. 5 - separate room on the roof - a shop on the right of the entrance - a garage down the building etc.

As for the work buildings that are wholly used for work recorded (the whole building)

The current use of the unit - column no. (19)

Record the answer and proper code to the type of current use of the unit such as: for residence and the code (1) for work and the code (2) for residence and work and the code (3) and so on with regarding that other is the code (8) and this includes the units that are used a special use such as: the store or the private garage.

1. For residence: means that the unit is used as a whole for residence (one household or more from its households).
2. For work: If the unit is occupied as a whole by an establishment or establishments such as a hospital or a doctor's clinic or cooperate society...etc
3. For work and residence: If the unit is occupied partly by a household and at the same time by an establishment such as (residence of a doctor's household and his clinic.
4. Public living quarter: if the unit is used as a public living quarter such as a governmental rest house or an apartment...etc
5. Closed as the household is abroad for work or treatment.
6. Closed and the household has another living quarter in another place.
7. Vacant: it is the housing unit that the type of its use is not clear because it is not occupied at the listing time and usually it is empty from furniture.
8. Other: differs from what is mentioned

Tenure type column no. (20)

Record the answer and the proper code to the type of tenure such as:

Ordinary rent or furnished:

Owned: The household owns the housing unit by inheritance or as a result of buying a part of an estate or buying a whole estate or the direct construction.

Publicly owned: The current system that is usually used in owning the units.

Not owned yet: This includes the cases that the type of the ownership to the unit is not clear, it may be vacant.

Other: differs from what is mentioned.

The household serial number - column no. (21)

Record the household serial number beginning from no. (1) Till the end of the assistant work area.

The name of the head of the household and the number of the household members - columns from (22 - 25)

It is recorded in this column no. (22) the name of the head of the household in triple that occupies the unit or part of it and it is illustrated in columns (23 - 25) the number of male and the number of female and the total number of the household members.

The establishment's census - column no. (26)

Record the establishment's census no. that is put in wax inside the triangle on the right of its entrance beginning in no. (1) For the first establishment he starts numbering till the end of the assistant's area.

The name of the owner of the establishment or the trade name - column no. (27)

In case of non existence of the trade name, write the name of its owner either a natural person or a legal person.

[Text omitted here]

The use questionnaires

1. The special households questionnaires(model No.1/7 T.S)

The enumerator uses one questionnaire in enumerating households, it is the questionnaire of household and housing conditions, it includes two types of data:

Data is filled on all households and it is data on housing conditions and data on household's members characteristics (part a, b) from the questionnaire.

Data is filled of 10% from the households only and it is special for married, divorced and widowed women. The number of the first household in the sample will be specified for the enumerator and also the frame of the rest the sampling households. It is forbidden for the enumerator to substitute a household instead of any household comes in the frame a group of all type of separate questionnaires are available with the monitor, inspector and assistant to use them in the Jashny field work on the enumerator's work.

2. Public living quarters questionnaire (Model 1/8 T.S)

each record from the records of the public living quarters residents contains a group of questionnaires, each questionnaire is enough for (7) persons and one record or more is allocated for each living quarter and it must be extracted total data for each public living quarter.

The persons' data in public living quarters are filled by the enumerator or a representative of the living quarter and its data is recorded directly in the record of the public living quarter.

How to fill the household and living quarter's questionnaire (Model No.7 T.s 1996

The household and housing conditions questionnaire consist of the following:

- a. housing conditions
- b. the household members characteristics
- c. data summery of the household members
- d. married, divorced or widowed women in addition to the geographical and identification data on top of the questionnaire.

The enumerator has to regard the following:

1. Record the geographical and identification data on the covers of the records and in various questionnaires, clear handwriting and in ball point pen.
2. Filling the identification data one by one on the filled questionnaires
the enumerator giver the households in his work area serial numbers begin in (1) number and the households have to be regarded as they come in the local listing
3. A circle is put on the number of the responder.

Regarding accuracy in putting in ink the circle in front of the correct answer:

If the circle in front the incorrect answer is putting in ink, the sign × is put in this circle that means it is cancelled and new circle is re-put in ink in front of the correct answer

4. each household is given one questionnaire if its members is no more than seven persons but, if the members are more than seven another questionnaire is used to complete the members of the household with writing the word (continue household No. ...) in front of the household
5. Sequence number. It is not allowed to distribute the one household data in more than one record but, it all comes in one record.
6. The questionnaires of each record of the household and housing conditions records are numbered in serial numbers start in No.(1) and it is recorded the number of the filled
7. Questionnaires on the cover of each record after finishing it. This numbering has no relation with the number of households or the persons come in the record.
8. The household and housing conditions records are given serial numbers on the form of decimal its numerator the record's series and its denominator is the total of the used records with regarding the sequences of the geographical locations.

Instructions on filling the questionnaire:

Housing conditions part (A)

This part is filled by putting in ink the circle in front of the correct answer

Type of living quarter:

Look at the especial instructions and definitions of the type of living quarter (apartment, villa, rural house, separate room).

Occupancy status:

Putting in ink the circle that is in front of one of the numbers from (1) to (6) according to the status and if neither of these status corresponds, the circle is put in front of the number (7) in ink as in the case of the ownership of a share in a living quarter by inheritance and renting the other part of it (owned by the rest heirs).

The following is regarded in choosing the type of occupancy status

1. Owned: this is when the household owns its living quarter by inheritance or as a result of buying a share in an estate or buying a whole estate or direct construction
2. Publicly owned: if the living quarter is bought by the currently used system investment with ownership and this system is sometimes done on a free housing unit
3. Grant: this is if the living quarter is owned free without money as a result of a special relation between the tenant and the owner of the housing unit for example, the owner may be father, mother, brother...etc.
4. In return of services: if the worker owns the living quarter free of cash money or pays little rent to the employer as a sample of his salary.

The source of water

This data aims to know the source of water of the household regardless whether it is inside the building or outside it, the household that uses the public net system, a public tap in the road, the answer is to put in ink the circle in front of the No(1) and in this way the circle which is in front of the correct answer is put in ink, our intention is the source of water used if it is a public net system or a pump...etc.

The connection of the living quarter with supply system

If the water of the piped public system is available inside the living quarter the circle in front No.(1) is put in ink.

If the water of the piped public system is available inside the building and not inside the living quarter the circle No.(2) is put in ink.

The connection of the living quarter with sewerage facilities

The circle (1) or (2) is put in ink according to the connection or disconnection of the living quarter with sewerage facilities.

The main type of lighting:

The main type of lighting is chosen and it may be electricity or kerosene or butane or other.

Fuel and energy used:

The suitable answer is chosen according to the type of fuel and energy used

The number of rooms

Record the number of rooms that the living quarter consists of, the saloon (hall) is considered a room but, the kitchen, bathroom, toilet; corridors are not counted as rooms. If the households are multiple within the one housing unit, the hall is added to the rooms of one of the resident households in the housing unit.

Monthly rent in Egyptian pounds:

The monthly rent is recorded to the nearest pound; this is for the rented units only (ordinary or furnished)

Facilities:

1. Kitchen: means the location that takes the shape of a big or small room and it is basically made for

food preparation

2. Bathroom with toilet: means the bathroom which has a toilet inside

3. Separate bathroom: means the bathroom with no toilet inside it

4. Separate toilet: means a toilet without a bathroom

In all cases the circle is put ink in front of No.(1) if the household alone uses the kitchen, bathroom with toilet...etc.

In front of No.(3) if the kitchen, bathroom ...etc. are not available

The facilities are either inside or outside the housing unit but, they are inside the building

Domestic appliances

The answer on this questions help to know the household's living quarter standard and it is allowed to have multiple answers as the purpose of tenure is for use and not commerce.

Means of transportation owned:

The owner to this question helps to know the availability of the household's especial means of transportation and multiple answer are allowed, the answer does not include answer No.(1) motor car.

The characteristics of the household member part (B)

This part contains (21) questions directed to the household members who are present in the living quarter and this part consist of (8) columns. In the first column, the questions are recorded (persons' data) but each column from the other seven columns is allocated for one person of the household persons.

The followings are regarded in filling this part:

Filling in ink the circle which is in front of the suitable answer or writing the answer if there is no specified answer in the column.

Filling the data of the person's name and his relation to the head of the household horizontally to all the household members first then the other data on each person vertically person after person.

Regarding that data depends on census night (20/2/ November 1995)

The definition of the census household which is previously explained must be taken into consideration

The following shows how to fill part (B) questions:

The triple name column No.(1)

Write the name of the persons in triple, a special column is fixed for each person, beginning with the head of the household, then the wife, the unmarried children in descending arrangement by age, then the rest of the household members according to the relationship arrangement, he has always to regard the married persons, their wives and children in sequence and arranged by age, then the visitors are recorded, then the servant that he is resident with the household.

Relation to the head of the household column No.(2)

The enumerator has recorded in this column for the first person in the household the word head of a household, he has to record the relationship of each person of the household persons to the head of the household and that is from person No.(2) in it:

(Husband or wife, son, daughter, father, mother, grandson, granddaughter, brother, sister, son in law, daughter in law, other relationships, no relationship, porter)

If the person is present temporarily within the household members either relative or not the word (visitor) is recorded for him near the relationship to the head of the household if there is any.

Example: brother (visitor) daughter (visitor) no relationship (visitor)

The children of the head of the household who are not from his wife but, they are present within the members of the household are distinguished by writing (son and daughter from another wife)

The wife's children who are present with the household but, they are from a husband who is not its head, they are distinguished by writing (the wife's son or daughter)

The household that its members increases than (7) persons, the data of its persons is completed in the next questionnaire with modifying the printed serial numbers in front of the person's data in the next questionnaire beginning from (8) instead of (1) and so on till the last person in the questionnaire.

The printed word head of the household is omitted from the first column which is specified for person's data column (8) and recorded instead of it the relation to the head of the household.

Notice: begin filling all data for each person vertically after column No.(2)

Type column No.(3)

Fill in ink in front of the suitable number (male/ female)

Religion column No.(4)

Fill in ink in front of the suitable number (Muslim/ Christian/ Jewish/ other)

Nationality column No(5)

Fill in ink in front of the suitable number (Egyptian/ non Egyptian) then record the nationality of the non Egyptian in front of the non Egyptian nationality (American/ German/ Sudanese.....)

The data of birth or age in complete years column No.(6)

Write the person's data date of birth according to his birth certificate or his identification card or any official certificate or according to the responder's answers. If the date of birth is not available, write the person's age in complete years with neglecting the months even they are (11) months.

Those who are less than one year, write (months) and if the age is less than one month, write (days)

If the date of birth is positively gained (-) is put in age column and vice versa.

The educational status or the name of the highest certificate column No.(7)

For the person less than (10) years fill in ink the circle in front of No.(1) and as for the person (10) years and over fill in ink the circle:

In front of No.(2) for the illiterate

In front of No.(3) for those who read and write but, they have no certificate

Those who read and write and having an educational certificate write in front of the word highest certificate, the certificate that the person has got.

The employment status column No.(8)

For the person less than (6) years fill in ink the circle in front of No.(1)

For the person six years and over fill in ink the circle:

In front of No.(2) for the employer

In front of No.(3) for the person who is working for his own account (self employed)

In front of No.(4) is for the paid worker who is working to other or to his relatives (employee)

In front of No.(5) for unpaid worker

In front of No.(6) the person who is seeking work but he was previously working

In front of No.(7) is for the person who is seeking for work but, he has no previous work

In front of No.(8) is for student

In front of No.(9) is for the housewife

In front of No.(10) is for the person who is able to work but, he is unwilling

In front of No.(11) is for the retired person because of age (60 years but he does not reach 65) and he is not working now, he is either willing or unwilling.

If the retired person after the legal age is working, the proper employment status is given to him, and not No.(11) as retired is given to him, if he is able to work, it is given to him the proper employment status that he is practicing after finishing his first job

In front of No.(12) for the person whose age is 65 and over and he is not working

In front of No.(13) for the person (6) years and more and less than 65 years and he is not working because he is unable to work

The name of the establishment that the person is working in column No(9)

Fill the circle in front of No.(1) for the person less than 6 years as underage for the person (6) years and over, follow the following:

The person who is working in an establishment, fill in the name of the establishment that he is working in such as (ministryschool... company... factory...etc.) and the circle No.(2) is filled in ink.

For those who are working outside the establishments such as hawker, farmer, daily building worker, taxi driver and all the persons that have no fixed working place. The circle in front of No.(3) is filled which is outside the establishments

It is recorded the name of the last establishment that the person working in and his employment status is

seeking for work

The circle in front of No.(4) is filled unemployed for those whose employment status is one of the following: (newly unemployed, student, housewife, not willing to work, retired, unwilling to work, unable to work)

The sector column No.(10)

The proper answer is chosen according to the type of sector that the establishment depends in which the person is working:

For the person less than (6) years fill in ink the circle in front of No.(1)

For the person (6) years and over, fill in ink the circle:

In front of No.(2) is for government employees in one of the ministries, administrations, or organizations that are related to and also in the local rule units

Or in front of No.(3) for the person working in one of the companies of the public sector such as the bank of Egypt/ Egypt company for concrete works...etc.

Or in front of No.(4) for the person who is working for his own account or for one of the establishments of the private sector, the establishment either follows the ordinary laws or the investment companies law No.(230) for the year 1989 or for the person who is working outside the establishment.

Or in front of No.(5) for the person who is working in a foreign establishment such as the branches of the foreign banks and companies working in Egypt and also those who are working in the international organizations and foreign Embassies.

Or in front of No.(6) for the person (6) years and over and not working such as (student, housewife, unwilling to work, retired, aged not working, unable to work)

The main economical activity column No.(11)

For the person less than (6) years write under age

As for the person who is (6) years and over and working, record in this column the type of work that the establishment practicing in which he is working, regardless the nature of his work and his occupation, an electric engineer and working in a cotton spinning company, his economical activity is deemed spinning cotton and the driver who is working in a macaroni factory for example, his economical activity is considered macaroni industry.

The person working outside the establishments, record to him the economical activity that he is practicing, the agriculture worker or the farmer, his economical activity is written "agriculture" and so on.

The economical activity must come in details, and it must be specified and clearly explained

Wholesale groceries trade

Retail seeds trade

Drinks industry

Leather shoes industry

The person whose employment status is seeking for work, record for him the data of the last economical activity that he practices before his unemployment. For those who do not work, write "unemployment"

The main occupation column No.(12)

For the person less than (15) years write "underage"

For the person (15) years and over and working, record the type of work (skill or occupation) that he is specifically practicing, regardless of the main economical activity that the establishment practicing and to avoid mixing between the job and occupation. We can not say an official in a shop but, it is said (seller) or (accountant) with showing the person's occupation distinctly for example (electric engineer assistant, textile foreman, agriculture worker, general doctor, surgeon)

For the person (15) years and over and not working write:

Occupation that he is practicing in his previous work if his employment status is unwilling to work.

(Unemployed): if he is newly unemployed (not previously employed), student, housewives, unwilling to work, retired, aged not working, unable to work

The marital status

For male person who is less than (18) years and female less than (16) years and they are not previously married, fill in ink the circle in front of No.(1)

For male who is (18) years and over female (16) years and over fill in ink the circle:

In front of No.(2) for the persons who are never married or in front of No.(3) for the married person or in front of No.(4) for those who are contractually married but, they are not living as husband and wife or in front of No.(5) for divorced persons male and female or in front of No.(6) for widowed persons male and female

The number of current wives column No.(14)

Record for the married male the number of his current wives at the time of enumeration and the female that is contractually married is counted within this number. Put (-) in any of the following cases:

- for male (18 years and over) and never married
- for all female even those who are less than marriage age
- for male less than (18 years) and never married write underage

Type of disability column No.(15)

The type of the person's disability is specified either if there is a handicap or more or others example: The loss of one of the eyes or both of them/ the loss of one of the hands or both of them/ the loss of one of the legs or both of them/ or the person is either deaf or mute/ poliomyelitis/ mentally retarded or mentally subnormal/ mongolism

The usual place of residence column No.(16)

Record the name of the city or village of the usual place of residence for the visitor person only and also the division, or the center and the governorate that this city or village depends. Put (-) in column in its three parts (city/ village/ division/center/ governorate) for the resident household persons in it and the place of their residence is the same as the place of their presence in census.

The place of birth column No.(17)

Record the name of the city or village where the person was born and the division or center and governorate that this city or village depends and if the place of birth is the same as the current place of residence, the same data of the place of current residence is written.

The place of employment or study column No.(18)

For the person less than (6) years write underage

For the person (6) years and over and he is working or studying write the name of the city or village in which is the place of the person's work or his study and the division or the center and governorate that this village or city depends.

Write outside the establishments for those who are working and their work is not associated to a fixed place

For persons (6) years and over and he is not working or for the person (10) years and over and he is not studying write unemployed

The previous place of residence to the present

Record the name of the city or village that the person resides in before the name of the village or the city that he resides at present (the usual place of residence) the data of the division or center and governorate that this city or village depends is filled. The transferring of the person from one administrative division to another within the one city is not a change in the place of residence.

The case of changing the place of residence:

If there is a previous place of residence in answering question No.(19) the column (20) is filled by filling in ink one of the answer from (1) to (6) but, if there is no existence of a previous place of residence put a circle round No.(7)

The duration of residence in the present place of residence in years column No.(21)

The duration of residence in the present place of residence is counted by complete years from the date of

the person's presence in it however the place of residence is changed within the place of present residence (city/ village)

If the duration of residence is less than one year write (months)

If the duration of the residence in the present city or village is cut by mobilizing outside it, then coming back to it again, write the last duration of residence.

Regarding that temporary visit or tourism and the like do not cut the duration.

Summary of household members data part (C)

After filling the whole questionnaire, the persons' data is summarized in part (b), then recorded in part (C) and the following must be regarded:

In case the enumerator uses more than one questionnaire because of the increase of the households members, more than seven persons, the summary is filled in the page in which the household data is completed (the second page)

The members of the household are distributed by kind (male/ female) for all the questions that need summarizing its data

It is necessary that the number of household members (male/ female) is equal to the number of the columns filled on household members.

The total of the household members (male/ female) must be equal to all columns (religion, nationality, age group) with the recorded in household member's columns (m/ f)

It is notice that the total persons from both sex is summarizing the educational status is less than the total household members in a number equals the persons who are less than (10) years

The employment status summarizes according to the following:

Underage and comes in it the persons from both sex and their employment status is the answer No.(1)

Working and it comes in it persons from both sex and their employment status is one of the answer (2) employer (3) self employer (4) cash paid worker (5) family unpaid worker

Seeking for work (old) and this indicates the persons whose answer is No.(6)

Seeking for work (new) and this indicates persons whose answer is No.(7)

Outside labor force and in this comes the persons from both sex and their employment status is one of the answers (8) student (9) housewife (10) not willing to work (11) retired (12) aged not working (13) unable to work

The marital status is distributed in the summary of household members data on six columns for persons of both sex and it corresponds with the answers stated in part (b) from the questionnaire

Married, divorced and widowed women part (d)

Record in columns this table the data of the married divorced or widowed women from the household members whose data is mentioned in part (b) according to the following:

The person's data:

Record in this column the serial number of the married, divorced and widowed women that are stated within the household members in part (b) from the questionnaire.

The age of the first marriage column No.(1)

Record the age of the married, divorced, and widowed female during the first marriage in complete years

The total duration of the marital life column No.(2)

Record the total actual marriage years (current and previous) in complete years and it is not counted within this duration the period of divorced or widowed. The period of separation of the husband and wife without being divorced is within the period of the marital life

The sequence of the marriage current or last column No.(3)

Record in this column the sequence of the marriage:

current for newly married female

the last for the divorced or widowed female

The number of alive births from all marriages column No.(4)

Record the total number of alive births from male and female who were born during the marital life

(present and previous)

The number of births who are still alive column (5, 6)

Record in column (5) the number of births who are still alive and reside with the household male and female in sequence and record in column No.(6) those who are still alive but they do not reside with the household male and female in sequence.

[Text omitted here]

The persons' characteristics part (b) from the questionnaire:

The name column No.(1)

The correlation between the name of the person and its relation with the head of the household.

The correlation between the name and type that is for the names that can not be used for both sex (Mohammed, Mustafa....for male. Zainab, Fatima...for female)

The correlation between the name and religion for example Muhammad, Mustafa (for Muslims), Hana (for Christian)

5- The relation with the head of the household column No.(2)

it helps in reviewing age relationship between the head of the household and its members for example corresponding the father's age with the age of his children and also the age of the mother with the age of the children and the age of the children with one another.

6- Sex column No.(6)

The correlation between sex and the marital status columns (3, 13) on one hand and between the number of current wives on the other hand is column No.(14) as the data of the number of the wives is not available, it is found only for the married male.

The correlation between sex, religion and marital status columns (3, 4, 13) on one hand and between the number of current wives column No.(14) as the not Muslim male usually has no many wives

7- The date of the birth or age column No.(6)

The correlation between age and the educational status column No. (7). It is regarded that the answer in the educational status has to be underage for those who are less than 10 years. The age must suits the certificate that the person has got (if there is any). It is often the age is 14 years and over for the person who has got the preparatory and (17) years and over for the person who has got the secondary and (21) years and over for the person who has got the university certificate

Taking into condition the age relation with the employment status and the name of the establishment and the economical activity. If the age of the person is less than 6 years, the answer is "underage."

Take into consideration the age relation with the occupation column No.(12), if one year less than 15 years, the answer is recorded "underage"

Taking into consideration the age relation with the marital status column No.(13) as the fixed marriage age is 18 years and over for male, 16 years and over for female

It is necessary to check if there are ages round the numbers that end in zero or end in five

8- The educational status column No.(7)

The correlation between the educational status and age in columns (6, 7) and between the employment status column No.(8), the person whose employment status is student and his age is 10 years and less than 15 years and less than 15 years and he has no certificate in front of the word certificate; therefore, his educational status is read and write.

The correlation of the educational status the certificate that the person has got if there is a certificate with the data of main occupation column No.(12) as there is a relation between the certificate and the occupation. It is unbelievable that a person works a doctor and his educational certificate is bachelor of commerce or an engineer and his certificate is high school and the like.

9- The employment status column No.(8)

The correlation between the employment status and age columns (6, 8) and between the name of the establishment and the sector and the economical activity columns (9, 10, 11) if the employment status for any person employee and his age is (6 years and over) it must be an answer in columns (9, 10, 11)

The correlation between the employment status and age columns (6, 8) and between the main occupation column No.(12). If the employment status for any person whose age is (15 years and over) employee he must have an occupation written in column No.(12)

The correlation between the employment status and age in columns (6, 8) and between the location of the work or study column No.(18) if the person is employee or student.

10- The name of the establishment column No.(9)

The correlation between the name of the establishment column No.(9) and the sector column No.(10). Mostly the name of the establishment indicates the type of sector (governmental, public, private...etc.). the name of the central statistic organization indicate that the sector is governmental, Egypt bank indicates a public sector

The correlation between the name of the establishment in which the person is working column No.(9) and the main economical activity column No.(11). The name of the establishment usually indicates its economical activity example Ibraheem company for black smothery and so on.

11- The main economical activity column No.(11)

The correlation between the economical activity and occupation, taking into consideration the availability of main occupation column No.(12) for each person who has a main economical activity column No.(11) except the age form 6 to 14 years the economical activity is available but, occupation is not available because the occupation is required for person from (15 years and over)

12- The marital status column No.(13)

Taking into consideration between the marital status column No.(13) and the especial part for the married, divorced, widowed women. In the household and their data is mentioned in part (b) from the questionnaire

13- The place of work or study column No.(18)

When checking column No.(18) we must take into consideration that a circle filled in ink and put to one of the answers of the employment5 status numbers (2) or (3) or (4) or (5) or (8) and that was for the filled data.

14- The previous place of residence to the present column No.(19)

If there is a previous place of residence in column No.(19), it is necessary to have an answer in column (20) for the cause of changing it.

15- The duration of residence in the present place of residence column No.(21)

It is necessary to correspond the duration of the residence in the present place of residence in years column No.(21) with the age of the person column No.(6) and if there is no a previous place of residence to the present column No.(19).

16- Summary of the household members data part (C) from the questionnaire

The number of the household members must correspond to type (male + female) equal 5 their number according to religion, nationality and age group and it is previously explained how to fill this summery.

17- Married, divorced, widowed women part (d) from the questionnaire

The age at the first marriage + total marital status must correspond and the two questions (1, 2) with part (C) that is for any married female with the answer No.(3) question (13) with part (b) with the age of this female that is mentioned in question No.(6) with part (b) if the question of the sequence of the present marriage or last is filled, question (3) with part (C) by the word first checking the number of the still alive births and reside with the household question No.(5) from part (d) according to type with a date of the household members in part (b) it is unbelievable that the number of the still alive births and reside with the household in question No.(5) from part (d) according to type is less than the number of children from the household members.

It is equal or less the number of the still alive births (m/ f) questions (5, 6) resident or non resident with the household part (d) with a data of the special question of the number of alive births (m/ f) from all marriages question No.(4) but, it dose not increase at any rate.

Comparison of the number of still alive births from all marriages with the total duration of marital life and the age of the mother.