Australian Bureau of Statistics

census
8 August 2006

How to complete your **Census** form

Census Night is 8 August 2006

**You can complete your form on the Internet:
www.census.abs.gov.au**

Item C1

Your form will be collected between 9—28 August 2006

Census Inquiry Service
Phone 1300 362 883

Census Inquiry Service
Language Helpline
Phone 1300 363 365

The Census Inquiry Service is open
8:30am–8:00pm seven days a week,
until 9 September 2006.

A recorded message service is available
outside these hours.

www.census.abs.gov.au

Hearing Impaired Phone
1300 364 365 (TTY)

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Everyone Counts

8 August 2006 is Census Night. We need your help to make it a success.

Why have a Census?

To help make a better Australia.

The Census provides vital planning information for both the government and private sectors, and for a wide variety of community groups. Grants to state and local governments are based on populations calculated from Census results. The Census provides a snapshot of the nation.

Is Completing a Census Form Compulsory?

The Census is authorised by the **Census and Statistics Act 1905**.

At this time you are being asked to answer the questions on the Census form. If you do not answer the questions the Australian Statistician has the power to direct you in writing to provide the information and, if he does this, you are legally obliged to do so. The **Census and Statistics Act 1905** provides for penalties of up to $100

a day for failure to complete and return a form when directed to do so.

Privacy and Confidentiality

A Collector will return to collect your completed form between 9 and 28 August 2006.

If you are worried about your Collector seeing your answers, just ask for a Privacy Envelope. Put your completed form inside the envelope and seal it. The envelope will not be opened by your Collector. They will pass the sealed envelope on to their supervisor.

If someone in your household wants a separate Census form for privacy reasons, just ask the Collector for a personal form and a Privacy Envelope, or phone the Census Inquiry Service on 1300 362 883.

Your personal information remains confidential to the Australian Bureau of Statistics (ABS). No information will be released in a way that can enable your details to be identified. The one exception is if you agree at question 60 to allow your personal information to be provided to the National Archives of Australia to be released after 99 years (see page 47 for further information).

By law, organisations (like the Tax Office, Centrelink and direct marketing companies) cannot have access to personal information from the Census.

Adding Value to the Census

For the 2006 Census the ABS will be developing a new way of looking at Census data that will add value to it by combining information from a sample of individual records over time between successive Censuses. This information will also be used with information on specified events such as birth and death registrations, cancer registrations, and permanent settlement and departure information, for that sample.

This will help to paint a picture of how different situations impact on outcomes for people by expanding the range of statistical information available from the Census. It will help answer questions such as "why are people where they are today?", "how did they get to where they are?" and "what can be done to improve people's situation?"

The sample of records will be brought together for successive Censuses and events using variables such as age or date of birth, sex, country of birth and geographic area. This will not involve the ABS keeping name and address information for the Census, and by law no data that is likely to enable the identification of a person can be released from the ABS.

For more information on this, go to www.abs.gov.au or call 1300 362 883

Need Help?

If you have difficulty filling out the Census form or you need extra Census forms for more than six people in

your household or for visitors, simply ask your Collector for help. Alternatively, you can phone the Census Inquiry Service on 1300 362 883 (8:30am–8:00pm seven days a week).

For assistance for the hearing impaired, please phone the TTY number **1300 364 365**.

Collection of Your Form

There are three ways you can return your completed Census form:
- Collector to pick up your paper form
- Mail back your paper form (selected areas only), or
- Completing an electronic Census form (eCensus)—see information on page 8.

Collector pick up of your paper form

For most households across Australia, your Collector will return to pick up your completed form between **9 and 28 August 2006**.

- If the Collector calls when you are not at home, they will leave a card giving an estimate of when they will return.
- If your form has not been collected by **28 August 2006** please phone the Census Inquiry Service on 1300 362 883.

Don't be concerned if the Collector doesn't return straight away after Census Night, as your Collector has

many forms to collect, and may not get to your home until later in the collection period.

Mail back your paper form

In selected areas, we would like you to return your paper form by mail, or complete an eCensus form rather than wait for your paper form to be picked up.

- If you live in one of these areas, you will have received a reply-paid mailback envelope and an information leaflet, along with this guide and your Census form.
- If possible you should promptly mail or electronically return your form after Census Night.
- Collectors will ONLY call back to your dwelling if they do not receive notification that your form has been returned, electronically or by mail.

Completing an electronic form (eCensus)

- Your Collector will be notified that you have submitted an eCensus form and will not return to collect your paper form, if all members of your household have completed an eCensus form.
- If some members of your household want to use an eCensus form but others would prefer to use the paper form, please fill in the Persons Present table on the eCensus accordingly (see instructions online), so your Collector will know that a paper form still needs to be picked up.

- If you encounter difficulties and are unable to successfully complete an eCensus form, use a paper form. Your Collector will return to pick up your completed paper form between **9 and 28 August 2006**.

It is important to note:
- The eCensus form is resumable. You can save a partly completed form and return at a later time to complete and submit it.
- Once you have submitted an eCensus form you will be sent a receipt number. You should retain this as proof of submission.
- Once your eCensus form has been submitted it cannot be retrieved from the system.
- After submitting your eCensus form, please recycle any **unused** paper forms, along with other Census materials.

eCensus

What is the eCensus?

The eCensus is the electronic option for returning your Census form, which allows you to complete the Census via the Internet.

What do I need to complete an eCensus form?

If you choose to complete an eCensus form, you will require the following:

- access to a computer that is connected to the Internet
- an Internet browser such as Internet Explorer Version 5.01 or higher, or Netscape Communicator Version 6 or higher, or Firefox 1.0 or higher
- a Census Form Number
- an eCensus Number, which is in the sealed leaflet titled "Complete Your Census Form online".
- the web address, which is:
  www.census.abs.gov.au

Your Census Form Number is written by the Collector in the top right hand corner of your paper Census form. This Census Form Number is the same for every person in your household on Census Night, **8 August 2006**.

Allowing anyone else access to your eCensus Number will risk the confidentiality of your information.

What if I need more help?

Should you have difficulties gaining access to, or completing an eCensus form, please select an online help option from the eCensus web site, or call the Census Technical Help line on **1300 651 181.**

For further information on the eCensus see page 50 of this guide.

Your Name and Address
Questions 1, 2 & 8

Why are they asked?

We use names in the collection process so that Collectors can talk to you and address you correctly and to help us work out the different families in each household.

Addresses are also used to show how many people live in particular areas.

Both names and addresses are needed for a small survey which will be run soon after the Census to check whether we missed anyone.

The ABS does not keep people's names and addresses once statistical processing is completed. For those who agree in Question 60, name-identified Census information will be provided to the National Archives of Australia for release after 99 years (see page 47 for further information).

How to answer

Q2

Include everyone who spent the night at this dwelling on Census Night, Tuesday 8 August 2006. If a member of your household did not spend Census Night in this dwelling they should be included at **Q53.**

If a baby in the household has not yet been given a name, write "BABY" instead of a first name.

Shift workers who spent the night of Tuesday 8 August 2006 at work, but returned home to this dwelling on Wednesday 9 August 2006 should be included at **Q2**.

Q8

Where a person usually lives is the address where they have lived, or intend to live, for a total of six months or more in 2006.

If a person has not lived at the same place for 6 months or more in 2006, and does not intend to do so, write "NONE" in the "Suburb/Locality" box.

Age and Sex
Questions 3 & 4

Did you know: In 2001, there were approximately 350,000 more single females aged 18 years or over than single males aged 18 years or over?

Why are they asked?

Almost all decisions made by governments, businesses and local community groups depend on knowing how many men, women and children of different age groups are located in each part of Australia. This helps in working out the need for services such as schools, retirement homes and health services.

How to answer

Q3

Mark either "Male" or "Female" for each person present in the household on Census Night.

Q4

For this question, the person is required to state either their date of birth **OR** their age last birthday.

It is important to note:

- Date of birth is the date that the person was born, not the date of their last birthday.
- Age at last birthday is required only if the person's date of birth is not known.
- If the person's age is under one year, answer with their date of birth.
- If the person's age is 100 years or older, answer either their date of birth (if available) or their age last birthday.

The Family
Questions 5 & 6

Did you know that the number of people living in one parent families or living alone is increasing?

Why are they asked?

Answers to these questions provide a national picture of the composition of Australian families. This is vital to the planning of support services and housing.

The Census information will show social changes, for example changes in the number of:
- People living together as married couples
- People living together as de facto partners
- People living alone.

How to answer

Q5

Mark one box for each person. If more than one response applies mark only the box that shows the relationship that most closely applies.

Only mark "Unrelated flatmate or co-tenant" of Person 1 if no other relationship exists. For example, if you are sharing a flat with your de facto partner, mark "De facto partner of Person 1" rather than the flatmate category.

Q6

This question is about the person's **registered** marital status.

Mark only the box that refers to the current situation, for example:
- If the person is divorced or widowed and has remarried, then mark "Married"
- If the person is divorced and has not remarried, mark "Divorced", even if the person lives in a de facto relationship.
- If the person is in a de facto relationship and has not been in a registered marriage, mark "Never married".

People on the Move
Questions 9 & 10

Why are they asked?

People in Australia often change their address. Nearly 50 per cent of Australians change their address in the five years between Censuses.

To help with future planning, it is important to know where people are making new homes and where they have come from.

How to answer

Q9 & Q10

If the person cannot remember a previous address exactly, they should give as much of the address as possible.

If the usual address was overseas, mark "Other country".

If the person had no usual address one year or five years ago then write the address where they were living at the time.

Your Heritage
Questions 7, 11, 12, 13, 14, 15 & 18

Why are they asked?

Australia is a diverse society with people from many different cultures. Knowing how many citizens there are in particular areas throughout Australia enables planning for voting arrangements in elections, and for citizenship awareness campaigns.

The Census also provides the only opportunity to produce comprehensive social and demographic information on the Aboriginal and Torres Strait Islander population.

Over the last two centuries people have come from all parts of the world to live in Australia. An understanding of the origins of the people who call Australia home is essential in developing policies and services which reflect the needs of our society. Therefore, we ask about citizenship, country of birth and ancestry.

Ancestry is not necessarily related to the place a person was born but is more the cultural group that they most closely identify with. For example, a person may be born in New Zealand but have Samoan ancestry.

How to answer

Indigenous Australian Origin

Q7

If the person considers themselves to be of both Aboriginal and Torres Strait Islander origin mark both the "Yes, Aboriginal" and "Yes, Torres Strait Islander" response options.

Torres Strait Islander origin refers to people who came from the Torres Strait Islands (located between the Australian mainland and Papua New Guinea).

Country of Origin

Q12

For any person born in Australia, mark the "Australia" box, leave **Q13** blank and go to **Q14**.

Birthplace of Father and Mother

Q14 & Q15

If the person was adopted, provide the birthplaces of their natural parents, if known. If a natural parent's birthplace is not known, leave the question blank.

Ancestry

Q18

For each person provide a maximum of two of the main ancestries with which they most closely identify, if possible. Consider the origins of the person's parents and grandparents for example.

If the person is a descendant of South Sea Islanders brought to Australia as indentured labourers at the turn of the twentieth century, please answer "AUSTRALIAN SOUTH SEA ISLANDER".

If the person is a Pacific Islander please report their ancestry as accurately as possible, for example, Samoan, Tongan or Cook Islander.

How the Census is used

Planning for residents:
Census results were used by local government councils to develop strategic land-use plans. Up to date population statistics, including data on population movements, were used to plan for future residential needs, helped to predict the level of demand in the local housing market and increased the councils' awareness about future growth. This information assisted the councils to be able to see how the cities were growing and what services would be in demand in the future.

Language
Questions 16 & 17

Why are they asked?

Australia's main language is English. However, past Censuses have shown that nearly 3 million Australians spoke a language other than English at home.

Knowing which other languages are spoken and how well English is spoken, makes it easier to plan for English teaching programs and for translation and interpreter services.

How to answer

Q16

If the person speaks only English at home, mark "No, English only", even if they can speak another language.

AUSLAN and other sign languages should be included. Write in the name of the sign language if it applies to the home.

For people who cannot speak, write "NOT ABLE TO SPEAK" in the "Other—please specify" box for **Q16**, and leave **Q17** blank.

If you live alone, answer **Q16** with the language you usually speak to visitors in your home.

For children too young to speak, write "NOT ABLE TO SPEAK" in the "Other—please specify" box for **Q16**, and leave **Q17** blank.

> **Australia is a multicultural society. In 2001 approximately one in five people were born overseas or spoke a language other than English at home.**

Religion
Question 19

Why is it asked?

Church and religious organisations depend on the Census for information about how many people of their religion there are in different parts of Australia.

They and others use the information to assess the need for religiously based schools, hospitals, community services and homes for the elderly.

How to answer

Q19

Answering this question is **OPTIONAL**.

If a person's religion is an Eastern Catholic religion such as Maronite Catholic, Melkite Catholic or Ukrainian

Catholic, write the name of the religion in the "Other—please specify" box.

People who have non-theistic religious beliefs or other life philosophies should write their response in the "Other—please specify" box.

If a person identifies with no religion at all, mark "No religion".

Need for Assistance in Everyday Activities
Questions 20, 21, 22 & 23

Why are they asked?

Some people need assistance to perform everyday activities and participate in community life.

Understanding the number of people requiring assistance or supervision, whether due to a long-term health condition, ageing or disability, provides a picture of the level of assistance needed in particular areas.

This information will assist in the planning of local facilities and services, such as in-home support, respite care, and in the provision of information and support to carers.

How to answer

Q20, Q21, Q22

These questions refer to the extra help or supervision needed by someone because of a disability, long-term illness or old age. This includes help with bathing, dressing, toileting and feeding; help to get out of bed, up from a chair, or to move around; or help to understand or be understood by others. Do not include driving or being driven.

- If a person cannot do a task at all, for example, is confined to bed or cannot communicate, then they should mark "Yes, always".
- For young children for whom assistance with daily activities is the same as for most other children of the same age, mark the most appropriate responses in **Q20**, **Q21** and **Q22**, and then mark "Old or young age" in **Q23**.

Q23

This question refers to the responses the person gave in **Q20, Q21, Q22**.

If "No" was marked for all of the previous three questions, then mark "No need for help or supervision". Otherwise mark all of the reasons that assistance is needed.

For young children, mark "Old or young age" only if the need is similar to most other children of the same age.

Where a person needs assistance with communication due to difficulties with English, and if the need for assistance would not be present when communicating in their own language, mark "Difficulty with English language".

Participation in Education Questions 24 & 25

Why are they asked?

These questions are used to determine whether people are studying, and the types of educational institutions they are attending. Your answers will help to build a picture of the education levels in each area of Australia. They will also show how different groups of people participate in education.

How to answer

Q24

Everyone should answer this question.

For a child who attends a pre-school, mark "Yes, full-time student", unless the child does not usually attend all the available sessions at the pre-school.

Mark "No" for children enrolled only at childcare centres.

Mark "No" for people who attend only hobby or recreational courses**.**

Q25

Only people who answered "Yes, full-time student" or "Yes, part-time student" at **Q24**, and who are attending a school or any other educational institution, should answer this question.

How the Census is used

Monitoring educational performance: A senior secondary school board wanted to find out whether there were particular groups of students that were not achieving their potential due to socioeconomic factors. This board used Census information to complement the school's own information: to illustrate the relationships between socioeconomic level, educational participation and qualification attainment; and to identify the groups of students who were at most risk of under achieving. This enabled the board to address the issues associated with this group.

Qualifications
Questions 27, 28, 29, 30 & 31

Why are they asked?

Understanding the schooling people have had and the qualifications they hold, is useful when planning services in an area.

How to answer

Q27

For people who are still at school, mark the highest year of schooling the person has completed so far.

Year 12 equivalents include:
- 6th Form
- Matriculation
- Leaving Honours Certificate (SA)
- SSABSA (SA, NT)
- Leaving Certificate (NSW, WA)
- Certificate of Secondary Education (WA)
- General Certificate of Education (GCE) A levels (UK)
- International Baccalaureate
- Higher School Certificate (HSC) (NSW, Vic, Tas, ACT)
- Senior Certificate (Qld)

- Northern Territory Certificate of Education (NTCE)
- South Australian Certificate of Education (SACE)
- Tasmanian Certificate of Education (TCE)
- Victorian Certificate of Education (VCE)
- Western Australian Certificate of Education (WACE)
- Year 12 Certificate (ACT)

Year 11 equivalents include:
- 5th Form
- School Leaving Certificate (Vic)
- Technical Leaving Certificate (Vic)
- Leaving Certificate (SA)
- Leaving (Vic, SA)

Year 10 equivalents include:
- 4th Form
- Intermediate (Vic, SA, NSW)
- School Certificate (NSW, Tas)
- Junior Certificate (Qld, WA)
- Achievement Certificate (WA)
- General Certificate of Education (GCE) O levels (UK)
- General Certificate of Secondary Education (UK)
- Junior Secondary Studies Certificate (NT)
- Certificate of Lower Secondary Studies (WA)
- Year 10 Certificate (ACT, NSW)

Q28

If the person has not completed a higher educational qualification, such as a trade certificate, diploma or degree, mark the appropriate "No" box.

If the person completed any vocational qualifications as part of their secondary schooling then mark the "Yes, other qualification" box. This includes any certificates issued under the Australian Qualifications Framework (AQF) that were completed at secondary school.

If the person has completed any other qualifications, mark the appropriate "Yes" box. Qualifications include AQF Certificates I, II, III and IV; Trade Certificates; Diplomas and Advanced Diplomas; Bachelor Degrees; Graduate Certificates and Graduate Diplomas; and higher degrees such as a Masters or Doctorate.

Q29

If the person has completed a course which led to a recognised or accredited certificate or higher level qualification, please write in the level of that qualification.

Only state the highest qualification obtained. For example, if the person has two qualifications, a Graduate Diploma of Education and a Bachelor Degree in Economics, the Graduate Diploma should be reported as the higher qualification.

If the person has two or more qualifications and they are at the same level, write the one obtained most recently.

Q30

If the person has completed one or more qualification(s), please answer for the highest one. For example, if they have a Diploma in Bookkeeping and a Bachelor Degree in Economics, then answer "ECONOMICS".

If the person completed their highest qualification before 1998, mark "Yes, before 1998".

Children Ever Born
Question 32

Why is it asked?

Information obtained from this question is used to calculate measures of lifetime fertility, including average number of children born to women and childlessness.

A question about the number of children ever born to a woman is asked every 10 years, and was last asked in 1996.

This information will assist with calculating future population projections for Australia and for studies into fertility of groups of women in Australia.

This Census question is important as it will provide information about the impact of fertility trends on social issues, such as the ageing of the population.

How to answer

Only answer if the person is female.

Fill in the appropriate box by stating the number of children each female aged 15 years or over has given birth to.

Only include live births, and do not include any adopted, foster or step children.

> **Remember: According to the Census and Statistics Act, the ABS cannot release to any Government agency any name identified information that you have provided.**

Income
Question 33

Why is it asked?

Information on income provides an indication of living standards in different areas of Australia. This shows government and community groups where social services are most needed.

How to answer

Count gross income from all sources. Gross income is personal income **before any tax**, superannuation contributions, health insurance, amounts salary sacrificed or other automatic payments are deducted. Some examples of sources of income are listed on the form, but there may be others.

Business Owners and Self-Employed People

If the person is a business owner, a business partner, a contractor or a self-employed person, please exclude all costs associated with running the business from the total income. The costs of all business expenses, such as building lease or rent, shop fittings, utilities, phones and stationery, etc should be excluded.

For example, if the person is a business owner:

Their **Gross** Personal Income =
Business Income – Business Expenses & Costs

Family Tax Benefit Payment or Parenting Payment

If a household member receives a Family Tax Benefit Payment or Parenting Payment, please include this amount in the income of the person who actually receives the payment. Do not include it in the income of anyone else.

Negative Income

Negative income refers to a self-employment, business (including farming) or rental property situation, where expenses are greater than revenue, resulting in an operating loss, and this loss is greater than any other income, benefits or allowances received from other sources.

Jobs and Work
Questions 34, 35, 36, 37, 38, 39, 42, 43, 44, 46 & 47

Why are they asked?

Information on how many people are working or looking for work tells us a lot about what is happening in society and the economy.

Answers to these questions will help to produce a picture of employment and unemployment at a local level and among particular groups.

Information about the type of work that people do can be used in planning for education and services. For example, information about people's occupations can be used to show how many health professionals work in country areas.

How to answer

Q34

If the person did some work for which they will receive some payment (including casual, temporary or part-time work) and it was for one hour or more in the last week, mark the "Yes, worked for payment or profit" box.

People On Leave

- If the person is on paid leave (for example holiday leave, maternity leave or sick leave), mark the second box.
- If the person has been on leave for less than four weeks and is not being paid, mark the second box.
- If the person has been on leave for **four weeks or more** and is not being paid, then mark the last box.
- If the person is on workers' compensation and is planning to return to work, mark the second box. If they won't be returning to work, mark the last box.

People Working for the Dole

If the person is engaged in a "work for the dole" scheme they are considered to be not in paid work and should mark the last box.

Casual or Freelance Workers

- If the person is a casual or freelance worker and they worked in the week before Census Night, mark the first box.
- If the person is a casual or freelance worker and they did not work in the four weeks before Census Night, mark the last box.

People Who Work from Home

- If the person works from home and gets paid, mark the first or second box, as appropriate.
- If the person works from home and does not get paid, mark the last box.

Q35, Q36, Q37

These questions refer to the person's **main job**, that is, the one they usually work the most hours in.

- If the person is working for an employer, and this is not a part of their own business, mark the first box in **Q35** and move to **Q38**.
- If the person is conducting their own business, for example a sole trader, in a partnership or as a contractor, mark the second box and continue to **Q36**, even if the person considers themselves to be an employee of their own business.

Q36

If the person's business is unincorporated, for example, if they are a sole trader or in a partnership, mark the first box.

If the person's business is incorporated as a separate legal entity with limited liability (eg. Pty Ltd company) then mark the second box.

Q37

Mark the number of people employed in the person's business as at Census Night.

- If they have no employees mark the first box.
- If the business is incorporated, count owners of the business as employees.

Occupation

Q38 & 39

Answer only for the person's main job held in the week before Census Night.

State the person's occupation as fully as possible in **Q38**. For example, if the person is a clerk, state whether they are a filing, bank or pay clerk.

Report the main tasks the person usually does each day in **Q39**. For example, shop owners may not sell goods themselves, but manage their business and supervise staff.

For armed services personnel, provide their Service, Rank and Occupational Group.

Type of Industry

Q42

Mark the box which best describes the industry or type of business the person works in. For example, an accountant working for a motor vehicle manufacturer should mark "MANUFACTURING". If the industry that the person works in is not listed, write a full description of the industry or type of business into the "Other— please specify" box.

Hours Worked

Q44

Include the hours the person worked for all jobs, even if those hours are not the hours they usually work.

Answer only for the week immediately before Census Night. Include any overtime and hours spent working at home, for example, teachers may mark school work at home.

Do not include time off work, for example, sick leave or annual leave.

If the person worked more than 99 hours, please write "99".

Looking for Work

Q46

"Full-time" work means 35 hours or more per week.

Where You Work and How You Travel to Work Questions 40, 41 & 45

Why are they asked?

Information about workplace addresses helps us to understand the journeys people make to travel to work. Employers' business names and workplace addresses are destroyed once statistical processing is complete.

This information, when combined with information on how people get to work and the availability and use of cars, is used to plan for roads and public transport.

Daytime populations of particular areas are also estimated from this information so that services can be located where people will be during the day, rather than where they live.

How to answer

Q40

Please provide the name of the business where the person works.

Q41

Please provide the street address of the person's workplace, include the name of the building or property where they work, if it has one.

Q45

For the person's main job, mark all methods of travel used by the person to get to work on 8 August 2006. Do not include methods of travel for the journey home.

For example:
- If the person drove a car to a train station then took a train to work, mark both the "Car—as driver" and "Train" boxes.
- If the person walked all the way to work, mark "Walked only".

Unpaid Work
Questions 48, 49, 50 & 51

Why are they asked?

Answers to these questions will help in understanding the contribution of unpaid work to Australian society. They will help in the planning of local facilities, services such as day-care and occasional care, and in the provision of information and support to carers.

They will help in understanding the way Australian individuals and families balance their paid work with other important aspects of their lives, such as family and community commitments.

They will also add much needed information concerning the amount of unpaid work people do, including domestic activities, helping family, friends or neighbours, and volunteering.

How to answer

All unpaid work questions should be answered by everyone 15 years of age and over.

Unpaid Domestic Work

Q48

Include **all** domestic work that the person did without pay, in their own home and in other places, for themselves and their household.

Do not include any domestic work that was done as part of any paid employment.

Unpaid domestic work can include meal preparation, service and clean-up; washing, ironing and managing clothes; any other housework; gardening, mowing and yard work; home maintenance; car/bike maintenance; household shopping and managing household financial affairs.

Caring

Q49

Only include the unpaid help or supervision the person gave to someone else to assist them with daily activities because they have a disability, a long-term illness or problems related to old age. A long-term illness is one that has lasted or is likely to last for six months or more. Unpaid caring can include:

- Bathing, dressing, toileting or feeding someone
- Helping someone to move around
- Helping someone to understand or be understood by others
- Providing emotional support to someone and helping them maintain friendships and social activities
- Helping with or supervising medication or dressing wounds
- Cleaning, laundry, cooking, managing diets and preparing meals
- Performing housework, light household repairs or maintenance
- Managing household finances
- Driving or accompanying someone to appointments or activities.

Do not include care given through an organisation or club—this care should be included in voluntary work, **Q51.**

Caring for Children

Q50

Include the time the person spent looking after a child or children without being paid. Care of the person's own children, whether they usually live with them or not, should be included as well as grandchildren, the children of other relatives and children of friends or neighbours.

Do not include care for a child given through an organisation or club—this care should be included in voluntary work, **Q51**.

Voluntary Work

Q51

Only include help willingly given, in the form of time, service or skills, to a club, organisation or association. Unpaid voluntary work can include:
- assisting at organised events and with sports organisations
- helping with organised school events and activities
- assisting in churches, hospitals, nursing homes and charities
- other kinds of volunteer work (eg. emergency services, serving on a committee for a club etc)

If the person is doing unpaid voluntary work through a club, organisation or association in order to qualify for government benefits such as Newstart Allowance, **do not** include this as voluntary work at **Q51**.

Do not include any activity that is part of the person's paid employment or family business.

How the Census is used

Making unpaid work count: During public consultation to prepare for the 2006 Census, a number of national, state and local government councils and non-government organisations identified the need for a set of questions on unpaid work. These organisations stated that they would use the information to identify the long-term planning needs of carers and volunteers, planning for support services and programs, and to fund and provide these services to assist unpaid workers. The information will help to make sure that resources and services are allocated to people in the areas with the greatest need and to ensure that programs are sustainable and meet the needs of Australia's ageing population.

Persons Temporarily Absent
Questions 52 & 53

Why are they asked?

These questions ask about people who were away on Census Night, so that the correct family and household structure can be known. The structure of families and households (eg. the number of older persons living alone) is important information for many planning purposes.

How to answer

Q52

If all members of the household were present and included in the main body of the Census form, mark the "No" box . Go to **Q54**.

Q53

For all those people who are absent, answer all questions.

Include all people who live in this household, but were away for any reason on the night of 8 August 2006.

Examples of short term absences are:
- being in hospital
- staying with relatives or friends
- being away on short term work assignments
- being away on holidays

Absent household members (including shift workers, nurses, truck drivers, guards) who return the day after Census Night and were not included on another Census form, should be included in the main part of the form and **not in this question**.

Houses, Homes and Dwellings
Questions 54, 55, 56, 57 & 58

Why are they asked?

The kind of place a person calls home, and the number of vehicles a person owns, is very closely related to that person's standard of living.

The answers to these questions provide an indication of the sizes of homes, the cost of housing and the extent of overcrowding in parts of Australia. This information is used for planning purposes by governments and others, for example, it helps the building industry to plan for new housing developments.

How to answer

Motor Vehicles

Q54

Please provide an answer for "Motor Vehicles" only, and exclude motorbikes and scooters.

Number of Bedrooms

Q55

Include any room that is defined as a bedroom, even if it is used for a different purpose, for example, as a study, office, computer room or sewing room.

Include any bedrooms created as a result of alterations and additions to the house (such as built-in verandas, extensions or cabins) which household members use as a bedroom.

Tenure of Dwelling

Q56

"Owned outright" means that no money is owed on this dwelling.

"Owned with a mortgage" refers to households currently making repayments on any type of mortgage or loan secured against the dwelling.

"Being purchased under a rent/buy scheme" refers to households who are both purchasing some equity in the dwelling, and paying rent for the remainder.

"Being occupied rent-free" refers to situations where the members of the household do not pay any rent, or where rent is paid for the dwelling by someone else outside the household.

"Being occupied under a life tenure scheme" refers to households or individuals who have a "life tenure" contract to live in the dwelling but usually do not have any equity in the dwelling. This is a common arrangement in retirement villages.

Landlord

Q57

Mark the box which best describes the nature of the landlord, if the dwelling has one.

State and territory government housing authorities include:
- NSW Department of Housing
- Office of Housing (Vic)
- Department of Housing (Qld)
- South Australian Housing Trust
- Homeswest (WA)
- Housing Tasmania
- Territory Housing (NT)
- ACT Housing
- Aboriginal Housing Authority (SA)
- Other Aboriginal government housing authorities

"Community or co-operative housing group" refers to housing which is owned or administered by community or co-operative groups, for example, Aboriginal community housing groups or church-owned housing.

Rent and Mortgage Payments

Q58

Do not answer if you fully own your dwelling.

> **Did you know: Two thirds of households are paying off a mortgage or own their own home?**

Internet Access
Question 59

Why is it asked?

The Internet is changing the way we communicate, find information and conduct financial transactions. The answers to this question will be used to measure how widespread household access to the Internet, both broadband and dial-up, has become in Australia. This information will be used for planning purposes by both government and private sectors to enable wider and improved service delivery.

How to answer

For this question, if the Internet access at the dwelling is via a permanent broadband connection, for example, ADSL, Cable, Wireless or Satellite connections, mark the second box.

If the Internet access at the dwelling is via a phone line dial-up system, including ISDN, mark the third box.

If the only Internet access available at the dwelling is via a mobile phone, set-top box, games machine or another connection other than dial-up or broadband, mark the last box.

When answering, consider all Internet access available at the dwelling, regardless of whether it is paid for by someone in the dwelling, by a business or by someone else.

If the dwelling has more than one type of Internet access, mark the higher type of connection. For example, if both broadband and dial-up access are available at the dwelling, mark "Yes, broadband connection".

Time Capsule
Question 60

Why is it asked?

This question was asked for the first time in 2001. Over 52 per cent of Australians gave consent to have their name-identified data kept confidential for 99 years, to be released in 2100. In 2006, all Australians are again being asked if they would like to have their name-identified data retained and kept confidential for 99 years, then released in 2105 for research purposes.

If you answer "Yes, agrees" in this question and sign the form at **Q61**, your actual paper Census form will not be stored, but your name-identified Census information will be preserved on microfilm. This will be held securely by the National Archives of Australia, and will not be made available for research purposes until 2105.

If you mark "No, does not agree" or leave this question blank, or do not sign the form at **Q61**, your name and address information will be destroyed once statistical processing has been completed.

People who may be interested in accessing this kind of information in the distant future include genealogists who study family trees, historians, academics, social analysts, journalists, and fiction and non-fiction writers.

How to answer

Answering this question is **OPTIONAL**.

Check with each person in the household to obtain their views before answering the question for them.

If a person's view is not known, leave **Q60** blank for that person.

For children, answer **Q60** only if agreement is specifically given by their parent or legal guardian. Otherwise, leave **Q60** blank for that person.

Legal guardians can also answer on behalf of adults who are legally not able to make a choice. If you do not have the guardian's agreement, leave **Q60** blank.

Finished?
Question 61

Why is it asked?

The Census form is an official document. By signing the form you are saying that the information you have provided is complete and accurate to the best of your knowledge.

High quality data are essential if the Census is going to be of maximum benefit to the community.

No records of signatures are kept once processing is completed.

How to answer

Please check that the answers to **Q60** accurately reflect the view, where known, of each person in the household.

Please check that you have not missed any pages or questions.

Thank you for completing the Census form.

For more information about the Census visit:
www.census.abs.gov.au

eCensus in Detail

Please see your "Complete Your Census Form Online" envelope for more information or visit the web site at www.census.abs.gov.au.

How is the eCensus accessible for people with vision impairments?

The design of the eCensus form takes into account accepted accessibility standards as set out by the World Wide Web Consortium. Text in the eCensus can be resized and contrasting colours have been used so that the text is easy to read. People using screen readers will also notice that the form has been designed to be compatible with commonly used screenreader programs such as Jaws © and Windows Eyes ©.

In the course of designing this form, the ABS consulted organisations such as Vision Australia, the National Information Library Service and the Human Rights and Equal Opportunity Commission, in an effort to ensure that the broadest range of people would be able to access the eCensus form from their home computers.

People with a visual impairment can obtain their Census Form Number and eCensus Number in alternative formats, to enable them to complete their form online.

Please contact the Census Inquiry Service hotline on 1300 362 883 or talk to the Collector, if you would like to receive either of these numbers in Braille or large print, or would like them delivered verbally. Our staff will provide the access code(s) in the requested format as quickly as possible.

When calling the Census Inquiry Service, be ready to provide your address to the operator, so that we can post the codes to you or arrange for your Collector to deliver them verbally in person.

How secure is the eCensus?

The ABS is bound by the **Census and Statistics Act 1905** to protect the confidentiality of the information you supply to the ABS. To ensure that your information is delivered to the ABS free of tampering, we have used the strongest encryption technology that current browsers will support.

This means that the information you send will not be able to be read by anyone outside the ABS. All possible measures have been taken to protect the integrity of your experience with the eCensus web site.

For more detailed information, follow the "Security and Privacy" link from the site.

The security of your information also relies upon the confidentiality of your eCensus Number. You must ensure that your eCensus Number is stored in a secure manner, to prevent others from using the number to

access your information. Once your eCensus form has been submitted, it cannot be retrieved from the system.

Note that no contact will occur from the ABS via email. You should access the eCensus by typing the URL into the address bar of your browser. The ABS eCensus web site address is **www.census.abs.gov.au**

Thank you for completing the eCensus form.

Census Inquiry Service Language Helpline

Phone 1300 363 365

The Census Inquiry Service is open 8:30am – 8:00pm seven days a week.
A recorded message service is available outside these hours.

MANDARIN
Census Inquiry Service 愿竭诚为您服务。
如需帮助，请致电 1300 363 365，然后按 1。

CANTONESE
Census Inquiry Service 竭誠爲您服務。
如需幫助，請電洽 1300 363 365，然後按 2 。

ARABIC
تتوافر **خدمة الاستفسار عن الإحصاء السكاني الرسمي** لمساعدتك.
للحصول على المساعدة اللازمة، برجاء الاتصال على ٣٦٥ ٣٦٣ ١٣٠٠
واضغط رقم ٣.

VIETNAMESE
Dịch vụ Điều tra Dân số luôn sẵn sàng hỗ trợ bạn.
Để được giúp đỡ, vui lòng gọi số 1300 363 365
và nhấn phím 4.

SPANISH
El servicio de encuesta del censo está disponible
para asistirle. Para obtener asistencia, llame al
1300 363 365 y pulse 5.

KOREAN
인구조사 상담 서비스(Census Inquiry Service)에서는
상담이 가능합니다. 상담을 원하시면 1300 363 365
번으로 전화하신 후 6번을 누르십시오.

SERBIAN
Služba za informacije o cenzusu je dostupna da
vam pruži pomoć.
Radi dobijanja pomoći, molimo vas pozovite
1300 363 365 i potom pritisnite 7.

TURKISH
Nüfus Sayımı Soruşturma Hizmetleri size destek
vermek için hazırdır. Destek almak için lütfen
1300 363 365 no'lu telefonu arayınız ve 8'e basınız.

GREEK
Η Υπηρεσία Πληροφοριών για την Απογραφή είναι
διαθέσιμη για να σας βοηθήσει. Για βοήθεια
παρακαλούμε τηλεφωνήστε στο 1300 363 365
και πατήστε το 9.

ITALIAN
Il Servizio Informazioni Census è a completa disposizione
dell'utente. Per ricevere assistenza telefonare al numero
1300 363 365 e premere 10.

DARI
خدمت پر سشی درباه سرشماری برائ کومک کردن بہ شما
فراهم است -
برائ کومک لطفا تیلیفون کنید بہ نمره 365 363 1300 فشار دهید (11 نمره)

BOSNIAN
Služba a popisne ankete stoji vam na raspolaganju.
Za više informacija obratite se na telefon
1300 363 365 i pritisnite 12 .

CROATIAN
Census Inquiry Service Vam stoji na raspolaganju.
Kada Vam je potrebna pomoć, molimo nazovite
1300 363 365, a potom birajte 13.

MACEDONIAN
Службата за пописни анкети Ви стои на располагање.
За поддршка јавете се на 1300 363 365
и притиснете 14.

RUSSIAN
Служба запросов Census окажет Вам поддержку.
За помощью обращайтесь по телефону 1300
363 365, после набора номера наберите 15.

PERSIAN
سرويس خدمات سنسوس براي کمک وراهنمايي به شما آماده است.
براي گرفتن کمک لطفا شماره تلفن ١٣٠٠٣٦٣٣٦٥ را شماره گيري کنيد و دگمه
١۶ را فشاردهيد.

KHMER
សេវាបម្រើនៃការស៊ើបអង្កេតលើផ្ទែកជំរឿនប្រជាជន គឺជំណើរការដើម្បីជួយដល់លោកអ្នក។
សំរាប់ជំនួយការបន្ថែម សូមទូរស័ព្ទលេខ ១៣០០ ៣៦៣ ៣៦៥ ហើយចុះ (17 លេខ) ។

POLISH
Usługa Census Inquiry Service jest dostępna w
celu wspomagania użytkownika. Aby uzyskać
pomoc należy połączyć się z numerem
telefonicznym 1300 363 365 i nacisnąć 18.

JAPANESE
国勢調査サービス (Census Inquiry Service) はお客様の
便宜を図るために提供されています。ご不明な点がございましたら、
1300 363 365 に電話を掛け 19 を押してください。

DINKA (SUDANESE)
Luɔi thiɛc kuen atɔ ku bi yin aa kuɔny. Ne rin kuɔɔny,
ke yin liɛm ba telepun kenë
1300363 365 yub ku tuany (20 number)

Please recycle this item. Thank you.