

P E R S O N A L   G U I D E



# How to complete your Census Test form

**Census Test Night is 24 March 2009**

You can complete your Census Test online:  
[www.census.abs.gov.au/testcensus](http://www.census.abs.gov.au/testcensus)

## Table of contents

|       |                                               |
|-------|-----------------------------------------------|
| 2     | Need help?                                    |
| 3     | Collection of your form                       |
| 3     | Test eCensus                                  |
| 4     | Your name and address                         |
| 4     | Age and sex                                   |
| 5     | Residential status                            |
| 5     | The family                                    |
| 6     | People on the move                            |
| 6     | Your heritage                                 |
| 7     | Language                                      |
| 7     | Religion                                      |
| 8     | Need for assistance<br>in everyday activities |
| 8     | Participation in education                    |
| 9     | Qualifications                                |
| 10    | Children ever born                            |
| 10    | Income                                        |
| 11–12 | Jobs and work                                 |
| 12    | Where you work &<br>how you travel to work    |
| 13–14 | Unpaid work                                   |
| 14    | Time taken and Finished                       |
| 15    | Test eCensus (in detail)                      |

### Census Inquiry Service

**Phone 1800 138 756 (freecall, excluding mobile phones)**

**The Census Inquiry Service is open  
9:00am – 4:00pm Mon-Fri,  
until 15 April 2009.**

**A recorded message service  
is available outside these hours.**

## Everyone counts

**24 March 2009** is Census Test Night. We need your help to make it a success.

### Why have a Census Test?

The Census is the only practical way to get information on how many people there are in each part of Australia, what they do and how they live. Your answers in this Census Test will help us design the forms and procedures for the next Census of Population and Housing to be held in 2011.

## Privacy and confidentiality

A Collector will come back to collect the completed Census Test form.

Once you have completed your Census Test form place it in the Privacy Envelope provided and seal it. The envelope will not be opened by your Collector. They will pass the sealed envelope on to their supervisor.

Your personal information remains confidential to the Australian Bureau of Statistics (ABS). No information from this Census Test will be released in a way that can enable your details to be identified.

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

## Need help?

If you have difficulty filling out the Census Test form ask your Collector for help. Alternatively, you can phone the Census Inquiry Service on 1800 138 756. (9:00am – 4:00pm Mon-Fri until 15 April 2009).

## Collection of your form

There are two ways you can return your completed Census Test form:

- Collector to pick up your paper form
- Completing an online Census Test form (Test eCensus).

### Collector pick up of your paper form

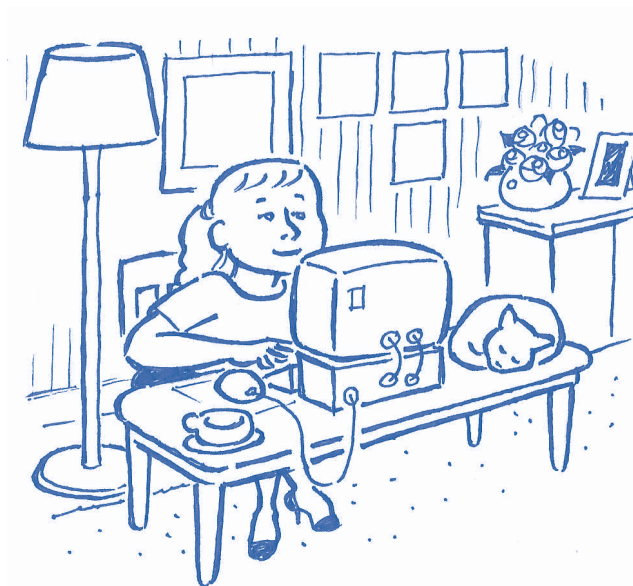
When you have completed your Test form place it in the envelope provided and hand it directly to your Collector or leave it at reception.

### Completing an online Test form (Test eCensus)

- If you choose to complete a Test eCensus, please do so on Census Test Night, or as soon as possible afterwards.
- If possible, tell your Collector that you have submitted a Test eCensus.
- If you encounter difficulties and are unable to access the Test eCensus option, use a paper form instead. Please place it in the envelope provided and hand it directly to your Collector or leave it at reception.

Please note:

- After submitting your Test eCensus, please recycle any *unused* paper forms, along with other Census Test materials.



## Test eCensus

### What is the Test eCensus?

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

### What do I need to complete a Test eCensus?

If you choose to complete a Test eCensus, 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 Firefox 1.0 or higher
- a Census Form Number which is written by the collector in the top right hand corner of your paper Census Test form and/or on the front of your sealed Test eCensus envelope titled 'Test eCensus: Complete Your Census Test online'.
- an eCensus Number, which is in the sealed Test eCensus envelope.
- the web address, which is:  
**[www.census.abs.gov.au/testcensus](http://www.census.abs.gov.au/testcensus)**

### What if I need more help?

Should you have difficulties gaining access to, or completing a Test eCensus, please call the Census Inquiry Service on **1800 138 756**.

**For further information on the Test eCensus see page 16 of this guide.**

## Your name and address

### Questions 1, 2 & 10

#### 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.

The ABS does not keep people's names and addresses once statistical processing is completed.

#### How to answer

**Q2** If you are completing a form for a baby who has not yet been given a name, write 'BABY' instead of a first name.

**Q10** Where you usually live is the address where you have lived, or intend to live, for a total of six months or more in 2009.

If you have not lived at the same place, or do not intend to do so for 6 months or more in 2009, write 'NONE' in the 'Suburb/Locality' box.

## Age and sex

### Questions 3 & 4

Did you know:  
In 2006, there  
were approximately  
390 000 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

**Q4** For this question, you are required to state either your date of birth **OR** your age last birthday. Your date of birth is the date that you were born, not the date of your last birthday. Your age last birthday is only required if you do not know your date of birth.

- If you are answering for a person aged under one year, answer with their date of birth.
- If you are answering for a person aged 100 years or older, answer with either their date of birth (if available) or their age last birthday.

## Residential status

### Questions 5 & 6

#### Why are they asked?

There is a need to separate information about people staying in private homes from those people staying in non-private dwelling accommodation. This is important for the planning and delivery of services and facilities, for example, health, aged care, or rehabilitation services.

We also need to separate information about people staying in non-private dwellings from information about people staying and working in non-private dwellings.

#### How to answer

**Q6** This question is only for people who, on Census Test Night, are staying or both staying and working in non-private dwellings such as hotels, hospitals, staff accommodation or student quarters.

If you are staying in a non-private dwelling but do not work within the premises where you are staying, mark one box under 'Residents in these premises'.

For example, if you are a:

- visitor in a hotel, mark 'Guest'
- student in a boarding school, mark 'Other'
- patient in a hospital, mark 'Patient'
- resident in a hostel, mark 'Resident'
- resident in an aged persons home, mark 'Resident'

If you are both staying and working within the premises where you are staying, mark one box under 'Persons employed in these premises'.

For example, if you are a:

- nurse staying in a hospital or aged persons home where you work, mark 'Staff'
- hotel or boarding house worker staying in the establishment where you work, mark 'Staff'
- warden or guard in a prison or detention centre staying in the establishment where you work, mark 'Staff'
- manager or owner staying in the establishment you manage or own, mark 'Owner, proprietor or manager'
- family member of any staff member, owner or manager of the premises where you are staying, mark 'Family of owner, proprietor, manager or staff'

## The family

### Questions 7 & 8

#### 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

**Q7** Only answer this question if you live in a private home, or are visiting a private home.

If more than one response applies to you, mark the box that shows the relationship that most closely applies.

**Q8** This question is about your *registered* marital status.

Mark only the box that refers to your current situation, for example:

- If you are divorced or widowed and have remarried, then mark 'Married'
- If you are divorced and have not remarried, then mark 'Divorced', even if you live in a de facto relationship
- If you are in a de facto relationship and have not been in a registered marriage mark 'Never married'

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

## People on the move

### Questions 11 & 12

#### 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

**Q11 & Q12** If you cannot remember your previous address exactly, give as much of the address as possible.

If your usual address was overseas, mark 'Other country'.

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



## Your heritage

### Questions 9, 13, 14, 15, 16, 17, 20

#### Why are they asked?

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. Knowing how many citizens there are also 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.

#### How to answer

##### INDIGENOUS AUSTRALIAN ORIGIN

**Q9** If you consider that you are 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 BIRTH

**Q14** If you were born in Australia, mark the 'Australia' box, leave **Q15** blank and go to **Q16**.

##### BIRTHPLACE OF FATHER AND MOTHER

**Q16 & Q17** If you were adopted, provide the birthplace of your natural parents, if known. If you do not know the birthplace of your natural mother or father, leave the question blank.

##### ANCESTRY

**Q20** Provide a maximum of two of the main ancestries with which you most closely identify. Consider the origins of your parents and grandparents, for example.

If you are 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'.

## Language

### Questions 18 & 19

#### 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

**Q18** If you speak only English at home, mark 'No, English only', even if you can speak another language.

AUSLAN and other sign languages should be included if used at home.

If you cannot speak, write 'NOT ABLE TO SPEAK' in the 'Other—please specify' box for **Q18**, and leave **Q19** blank.

If you live alone, answer **Q18** with the language you usually speak to visitors in your home.

For a child too young to speak, write 'NOT ABLE TO SPEAK' in the 'Other—please specify' box for **Q18**, and leave **Q19** blank.

## Religion

### Question 21

#### 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

**Q21** Answering this question is **OPTIONAL**.

If your 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.

If you have non-theistic religious beliefs or some other life philosophy write your response in the 'Other—please specify' box.

If you identify with no religion at all, mark 'No religion'.

Australia is a multicultural society. In 2006 approximately one in five people spoke a language other than English at home.

## Need for assistance in everyday activities

### Questions 22, 23, 24 & 25

#### 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

**Q22**, **Q23**, **Q24** 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 you cannot do a task at all, for example, you are confined to bed or cannot communicate, then you 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, you should mark the most appropriate response in **Q22**, **Q23** and **Q24**, and then mark 'Old or young age' in **Q25**.

**Q25** This question refers to the responses you gave in **Q22**, **Q23**, **Q24**.

If 'No' was marked for all of the previous three questions, then mark 'No need for help or supervision'. Otherwise you should 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.

If you need assistance with communication due to difficulties with English, and if the need for assistance would not be present when communicating in your own language, mark 'Difficulty with English language'.

## Participation in education

### Questions 26 & 27

#### 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

**Q26** 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 at childcare centres.

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

**Q27** Only answer this question if you answered 'Yes, full-time student' or 'Yes, part-time student' at **Q26**, and you are attending a school or any other educational institution.

## 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 29, 30, 31, 32 & 33

### 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

**Q29** If you are still at school, mark the highest year of schooling you have 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)

**Q30** If you have not completed a higher educational qualification, such as a trade certificate, diploma or degree, mark the appropriate 'No' box.

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

If you 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.

**Q31** If you have 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 you have two qualifications, a Graduate Diploma of Education and a Bachelor Degree in Economics, then the Graduate Diploma should be reported as the higher qualification.

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

**Q32** If you have completed one or more qualification(s), please answer for the highest one. For example, if you have a Diploma in Bookkeeping and a Bachelor Degree in Economics, you should answer 'ECONOMICS'.

**Q33** If you completed your highest qualification before 1998, mark 'Yes, before 1998'.

## Children ever born

### Question 34

#### 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 was last asked in the 2006 Census.

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 you are female.

Fill in the appropriate box by stating the number of children you have 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 35

#### 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 your 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 you are a business owner, a business partner, a contractor or a self-employed person, please exclude all costs associated with running the business from your 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 you are a business owner:

$$\text{Your Gross Personal Income} = \text{Business Income} - \text{Business Expenses \& Costs}$$

#### FAMILY TAX BENEFIT PAYMENT OR PARENTING PAYMENT

If your family receives a Family Tax Benefit Payment or Parenting Payment, please include this amount in your income only if you are the person who actually receives it.

#### 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 36, 37, 38, 39, 40, 41, 44, 45, 46, 48 & 49

### 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.

Your answers 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

**Q36** If you did some work for which you 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.

### ARE YOU ON LEAVE?

- If you are on paid leave (for example holiday leave, maternity leave, sick leave), mark the second box.
- If you have been on leave for less than four weeks and are not being paid, mark the second box.
- If you have been on leave for *four weeks or more* and are not being paid, mark the last box.
- If you are on workers' compensation and planning to return to work, mark the second box. If you will not be returning to work, mark the last box.

### ARE YOU WORKING FOR THE DOLE?

If you are engaged in a 'work for the dole' scheme you are considered to be not in paid work and should mark the last box.

### ARE YOU A CASUAL OR FREELANCE WORKER?

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

### DO YOU WORK FROM HOME?

- If you work from home and get paid, mark the first or second box, as appropriate.
- If you work from home and do not get paid, mark the last box.

**Q37**, **Q38**, **Q39** These questions refer to your *main job*, that is, the one you usually work the most hours in.

- If you are working for an employer, and this is not a part of *your own business*, mark the first box in **Q37** and move to **Q40**.
- If you are conducting your own business, for example as a sole trader, in a partnership or as a contractor, mark the second box and continue to **Q38**, even if you consider yourself to be an employee of your business.

**Q38** If your business is unincorporated, for example, you operate as a sole trader or in a partnership, mark the first box.

If your business is incorporated as a separate legal entity with limited liability, for example if it is a Pty Ltd company then mark the second box.

**Q39** Mark the number of people employed in your business as at Census Test Night.

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

# Where you work and how you travel to work

## Questions 42, 43 & 47

### OCCUPATION

**Q40 & Q41** Answer only for your main job held in the week before Census Test Night.

State the name of your occupation as fully as possible in **Q40**. For example, if you are a clerk, state whether you are a filing, bank or pay clerk.

Report the main tasks you usually do each day in **Q41**. For example, shop owners may not sell goods themselves, but manage their business and supervise staff.

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

### TYPE OF INDUSTRY

**Q44** Mark the box which best describes the industry or type of business you work in. For example, an accountant working for a motor vehicle manufacturer should mark 'MANUFACTURING'. If the industry that you work in is not listed, write a full description of the industry or type of business into the 'Other—please specify' box.

### HOURS WORKED

**Q46** Include the hours you worked for all jobs, even if those hours are not the hours you usually work.

Answer only for the week immediately before Census Test 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 you worked more than 99 hours, please write '99'.

### LOOKING FOR WORK

**Q48** 'Full-time' work means 35 hours or more per week.

### 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

**Q42** Please provide the name of the business where you work.

**Q43** Please provide the street address of your workplace, include the name of the building or property where you work, if it has one.

**Q47** For your main job, mark all methods of travel used to get to work on 24 March 2009. Do not include methods of travel for the journey home.

For example:

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



# Unpaid work

## Questions 50, 51, 52 & 53

### 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

**Q50** Include *all* domestic work that you did without pay, in your own home and in other places, for yourself, and your own 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; other housework; gardening, mowing and yard work; home maintenance; car/bike maintenance; household shopping and managing household financial affairs.

#### CARING

**Q51** Only include the unpaid help or supervision you 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

## 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.

## Time taken and Finished

### Question 54, 55

- 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 **Q53**.

#### CARING FOR CHILDREN

**Q52** Include the time you spent looking after a child or children without being paid. Care of your own children, whether they usually live with you 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, **Q53**.

#### VOLUNTARY WORK

**Q53** 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 you are 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 **Q53**.

*Do not* include any activity that is part of your paid employment, or your family business.

#### Why are they asked?

The Census Test 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

##### TIME TAKEN

###### Q54

Please provide us with an estimation in minutes of the time it took for you to complete the Census Test form.

##### FINISHED

###### Q55

Please check that you have not missed any pages or questions and sign the Census Test form in the space provided.

**Thank you for completing the Census Test form.**

For more information about the Census visit:

[www.census.abs.gov.au](http://www.census.abs.gov.au)



## Test eCensus

Please see your 'Test eCensus: Complete Your Census Test online' envelope for more information or visit the web site at

[www.census.abs.gov.au/testcensus](http://www.census.abs.gov.au/testcensus).

Please contact the Census Inquiry Service on 1800 138 756 or talk to the Collector, if you would like more information.

### How secure is the Test 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 securely, 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 Test eCensus web site.

For more information, follow the 'Privacy and Security' link from the Test eCensus web 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.

Note that no contact will occur from the ABS via email. You should access the Test eCensus by typing the URL into the address bar of your browser. The ABS eCensus Test web site address is [www.census.abs.gov.au/testcensus](http://www.census.abs.gov.au/testcensus)

**Thank you for completing the eCensus Test form.**



**Please recycle this item. Thank you.**