

Public Administration Circular No. 12/2001

30 May 2001

To Secretaries of All Ministries,
Chief Secretaries of Provincial Councils,
Heads of Departments and Heads of Corporations.

Census of Population and Housing - 2001

The Government has decided to conduct the Census of Population and Housing in the year 2001. The data that will be collected at this census will be used mainly by all Government Institutions for planning development activities in their respective areas. The following activities are scheduled to be conducted during the months of May, June and July, 2001.

- i) Training of Enumerators (about 100,000) - 20th May - 20th June, 2001
- ii) Preliminary Census - 25th June - 5th July, 2001
- iii) Final Census - 17th July 2001, between
6.00 p.m to 12.00 midnight

(02) The Census is conducted under the Census Ordinance, under which the District and Divisional Secretaries have been appointed as Census Commissioners and Deputy Commissioners to conduct the Census in their respective areas. The operational part of the Census is very large and complex with about 120,000 persons including officers from various District and Divisional offices, Departments, Corporations and Provincial Councils working for this Census throughout the island. A large fleet of vehicles have to be used for the transport of officers and documents (Census schedules, instruction manuals and other connected documents) throughout the island.

(03) Several thousand officers from Central Government and Provincial Public Services have been deployed as Enumerators, Supervisors, Trainers etc. to perform the activities mentioned above in (i, ii & iii). Since it is difficult to do some of these activities during after office hours, it is necessary to release them to do such work during office hours.

(04) District Secretaries and Divisional Secretaries require a large fleet of vehicles to do the activities mentioned above in (i, ii & iii) during those periods and from 16th to 19th July 2001 for the final Census.

(05) (i) You are requested to grant duty leave to the officers who are involved in the Census work whenever necessary. Requests for such leave should be made by the Census Commissioner or Deputy Commissioner.

(ii) You are also requested to release two or three vehicles from the pool in your institution (other than assigned vehicles) for the use of the National Census activities mentioned above in (i, ii & iii). District Secretaries and Divisional Secretaries will communicate with you in this regard. Fuel expenses and drivers bata, overtime etc. will be met by the respective District and Divisional Secretariats from the funds allocated by the Department of Census and Statistics for this purpose.

(06) Your assistance and Co-operation for the successful conduct of the National Census of Population and Housing - 2001 is appreciated.

(07) This circular is issued with the concurrence of the General Treasury.

Sgd./M.N. Junaid
Secretary,
Ministry of Public Administration, Home Affairs
and Administrative Reforms.