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Topics to be Investigated in Housing Censuses¹

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VI. Topics to be investigated in housing censuses

A. Factors determining the selection of topics

1. With reference to the selection of topics to be included in a housing census, attention is drawn to the importance of limiting statistical inquiries to the collection of data that can be processed and published within a reasonable period of time. Such admonitions are especially applicable in connection with a housing census, since it is customary to conduct housing and a population census as simultaneous or consecutive operations and there is a high probability that the amount of data requested in the questionnaires may be beyond the capacity of enumerators and data-processing facilities. It may be sufficient in some developing countries, for example, to ascertain only the number of housing units and other sets of living quarters of various types, the number and characteristics of the occupants thereof and the availability of a water supply system. Indeed, it might be neither feasible nor desirable in some cases to do more -- if more were attempted, the success and quality of the census could be jeopardized.

2. In this context, it is false economy to collect housing data that are so incomplete that they fail to serve the principal purposes for which they are required. In this connection, it is important for census-takers to consult closely with the principal users at an early stage in the preparations for a housing census in order to concentrate on collecting the data most urgently required and supplying them in their most useful formats.

3. The topics, therefore, to be covered in the questionnaire (that is to say, the subjects regarding which information is to be collected for living quarters, households and buildings) should be determined upon balanced consideration of (a) the needs of the country (national as well as local) to be served by the census data; (b) the achievement of international comparability, both within regions and on a worldwide basis; (c) the probable willingness and ability of the public to give adequate information on the topics; (d) the technical competence of the enumerators in regard to obtaining information on the topics by direct observation; and (e) the total national resources available for conducting the census.

Such a balanced consideration will need to take into account the advantages and limitations of alternative methods of obtaining data on a given topic within the context of an integrated national programme for gathering housing statistics.

4. In making the selection of topics, due regard should be paid to the usefulness of historical continuity which provides the opportunity for measuring changes over time. Census-takers should avoid, however, collecting information no longer required. Information should not be collected simply because it was traditionally collected in the past. It becomes necessary, therefore, to review periodically the topics traditionally investigated and to re-evaluate the need for the series to which they contribute.

1. Priority of national needs

5. Priority must be given to the fact that housing censuses should be designed to meet national needs. Should any discrepancy exist among national needs, regional recommendations and global recommendations, national needs should take precedence followed by regional recommendations and finally by global recommendations. The first consideration is that the census should provide information on the topics of greatest value to the country, with questions framed in such a way as to elicit data of maximum use to that country. Experience has shown that national needs will best be served if the census includes topics generally recognized as being of basic value and defined in accordance with regional and global standards.

6. It is recognized that many countries will find it necessary to include in the census topics of national or local interest in addition to the topics included in the recommendations, and that the census data may need to be

supplemented by data from housing surveys in order to obtain information on topics that cannot be included in the census either because they would overburden the enumerator or because they require specially trained interviewers. It is also possible that some countries may omit from the census certain recommended topics because it may be assumed with a high degree of confidence that a particular facility, such as electricity, for example, is available in virtually all sets of living quarters in the country. Conversely, some topics may not be investigated because of the almost total absence of certain facilities, particularly in the rural areas of some developing countries.

2. Importance of international comparability

7. The desirability of achieving regional and worldwide comparability should be another major consideration in the selection and formulation of topics for the census schedule. National and international objectives are usually compatible, since international recommendations are based on broad studies of country experiences and practices.

8. If particular circumstances, within a country, necessitate departures from international standards, every effort should be made to explain these departures in the census publications and to indicate how the national presentation can be adapted to the international standards.

3. Suitability of topics

9. The topics investigated should be such that the respondents will be willing and able to provide adequate information on them. Those for which information is to be obtained through direct observation by the enumerator should be within his or her technical competence. Thus, it may be necessary to avoid topics that are likely to arouse fear, local prejudice or superstition, and questions that are too complicated and difficult for the average respondent or enumerator to answer easily. The exact phrasing for each question that is needed in order to obtain the most reliable responses will of necessity depend on national circumstances and, as described in paragraphs, such formulations should be well tested prior to the census.

4. Resources available for the census

10. The selection of topics should be carefully considered in relation to the total resources available for the census. An accurate and efficient collection of data for a limited number of topics, followed by prompt tabulation and publication, is more useful than the collection of data for an over-ambitious list of topics that cannot be properly investigated, tabulated or stored in the database. In balancing the need for data against resources available, the extent to which questions can be pre-coded should be considered. This may be an important factor in determining whether or not it is economically feasible to investigate certain topics in the census.

B. List of topics

11. The units of enumeration for housing censuses are buildings, living quarters, and occupants of households. The building is regarded as an indirect but important unit of enumeration for housing censuses since the information concerning the building (building type, material of construction of external walls and certain other characteristics) is required to describe properly the living quarters located within the building and for the formulation of housing programmes. In a housing census, the questions on building characteristics are normally framed in terms of the building in which sets of living quarters being enumerated are located, and the information is recorded for each of the housing units or other sets of living quarters located within it.

12. The principal units of enumeration in a housing census are the sets of living quarters. Only by recognizing them as such can data be obtained that will provide a meaningful description of the housing situation and a suitable basis for the formulation of housing programmes.

13. The third units of enumeration are households/occupants of living quarters, their number, characteristics of the head or reference person, tenure in the housing unit and housing costs.

14. The list presented below is based on the global and regional census experience of the last several decades. The topics included in the list are those on which there is considerable agreement in regard to their importance and feasibility in respect of measuring and evaluating housing conditions and formulating housing programmes: a study of housing census experiences indicates the feasibility of collecting information on those topics by means of a housing census. Those that are likely to present difficulties and require time-consuming questioning can probably best be investigated in a sample of sets of living quarters.

15. Core topics are those of general interest and value to countries or areas and also of importance in enabling comprehensive comparison of statistics at the international level. Additional topics refer to topics that need to be collected in order to allow for preparation of tabulations that would meet most of the needs of the users (also referred to as “Optimum set of census tabulations”).

<i>Table 1. Housing census topics by unit of enumeration</i>					
No.	Topic	Building	Living quarters		Households ¹
			Collective l.q.	Housing units	
1	Type	□	■	■	
2	Construction material - outer walls	□		■	
3	Year of construction	□		■	
4	Number of dwellings in the building	◇			
5	Construction material - floors, roof	◇		◇	
6	Elevator	◇			
7	Farm building	◇			
8	State of repair	◇			
9	Location	□	■	■	□
10	Occupancy status			■	
11	Ownership			■	□
12	Rooms			■	□
13	Number of bedrooms			◇	◇
14	Floor space		◇	◇	◇
15	Water supply		◇	■	□
16	Toilet		◇	■	□
17	Sewage disposal			■	□
18	Bathing facilities		◇	■	□
19	Kitchen – availability of		◇	■	□
20	Fuel used for cooking			■	□
21	Lighting and/or use of electricity		◇	■	□
22	Solid waste disposal			■	□
23	Heating			◇	◇
24	Hot water			◇	◇
25	Piped gas			◇	◇
26	Use of housing unit			■	□
27	Occupancy by one or more households			□	■

28	Number of occupants		■	■	□
29	Age and sex of household head/reference				■
30	Tenure				■
31	Rental and owner-occupied housing costs				◇
32	Furnished/unfurnished			◇	◇
33	ICT devices				■
34	Number of cars				◇
35	Durable household appliances				◇
36	Available outdoor space				◇
	Legend:		Note:		
	■ - Core topic	¹ The term household here includes individual occupants and families.			
	□ - Core topic, derived				
	◇ - Additional topic				

C. Definitions and specifications of topics

16. Paragraphs below contain the recommended definitions. It is important that census data be accompanied by the definitions used in carrying out the census. It is also important that any changes in definitions that might have been made since the previous census be indicated and, if possible, accompanied by estimates of the effect of such changes on the relevant data. In this way, users will not confuse valid changes over time with increases or decreases that have occurred as the result of changed definitions.

1A. Building - type of (core topic, recommended tabulation RecH01)

(a) Definition of building

17. A building is any independent free-standing structure comprising one or more rooms² or other spaces, covered by a roof and usually enclosed within external walls or dividing walls³ that extend from the foundations to the roof. However, in tropical areas, a building may consist of a roof with supports only, that is to say, without constructed walls; in some cases, a roofless structure consisting of a space enclosed by walls may be considered a "building" (see also "compound").

18. A building may be used or intended for residential, commercial or industrial purposes or for the provision of services. It may therefore be a factory, shop, detached dwelling, apartment building, warehouse, garage, barn and so forth. In some exceptional cases, facilities usually provided by a set of living quarters are located in two or more separate detached structures, as when a kitchen is in a separate structure. In the case of living quarters with detached rooms, these rooms should be considered separate buildings. A building may therefore contain several sets of living quarters, as is the case for an apartment building or duplex; it may be coextensive with a single detached set of living quarters; or it may be only part of a set of living quarters, as is the case, for example, for living quarters with detached rooms, which are clearly intended to be used as part of the living quarters.

² For the definition of "room", see paragraph 100.

³ The term "dividing walls" refers to the walls of adjoining buildings that have been so constructed as to be contiguous, for example, the dividing walls of "row" houses.

19. The concept of a building should be clearly defined and the instructions for the housing census should indicate whether all buildings are to be listed and enumerated or only those used in whole or in part for residential purposes. Instructions should also indicate whether buildings under construction are to be recorded and, if so, at what stage of completion they are to be considered eligible for inclusion. Buildings being demolished or awaiting demolition should normally be excluded.

(b) Classification of buildings by type

20. The following classification by type is recommended for buildings in which some space is used for residential purposes.

1. Buildings coextensive with a single housing unit
 - 1.1 Detached
 - 1.2 Attached
2. Buildings containing more than one housing unit
 - 2.1 Up to two floors
 - 2.2 From three to ten floors
 - 2.3 Eleven floors or more
3. Buildings for persons living in institutions
4. All others

21. It should be noted that, for the purpose of the housing census, the above classification refers to the building in which the sets of enumerated living quarters are located and that sets of living quarters, not buildings, will be tabulated according to the classification, since information concerning the building is required to describe the sets of living quarters within it.

22. Category 1 provides separate sub-groupings for "detached" and "attached" buildings because, although most single-unit buildings (suburban houses, villas, and so forth) are detached, in some countries a substantial number may be attached (row houses, for example) and in such cases it may be useful to identify these as a separate group. Buildings containing more than one housing unit (category 2) will usually be apartment buildings, but they may also be other types of buildings -- buildings that are structurally subdivided so as to contain more than one housing unit. Buildings under the latter category should be subdivided into the following: up to two floors, from 3 to 10 floors and 11 floors or more. Category 3, "Buildings for persons living in institutions", includes hospital buildings, prisons, military establishments, and so on. On the other hand, a structurally separate housing unit (a house or apartment intended for the occupancy of staff of the institution) or one that is either within a building of the institution or detached but within the grounds, belongs in category 1; if the housing unit is coextensive with a building, it belongs in category 2.

23. In addition to the above, and for subsequent analysis of housing conditions, each country will find it useful to provide for separate identification of the special types of buildings that are characteristic of the country concerned. These can be classified as category 4. For example, categories such as "shop/dwelling" may be included if required, and information may be sought on whether the building is wholly residential, partly residential, residential and commercial, mainly commercial, and so forth.

(c) Compound

24. In some countries, it may be appropriate to use the "compound" as a unit of enumeration. In some areas of the world, living quarters are traditionally located within compounds and the grouping of sets of living quarters in this way may have certain economic and social implications that it would be useful to study. In such cases, it may be

appropriate, during the census, to identify compounds and to record information suitable for linking them to the sets of living quarters located within them.

2. Construction material of outer walls (core topic, recommended tabulation RecH01)

25. This topic refers to the construction material of external (outer) walls of the building in which the sets of living quarters are located. If the walls are constructed of more than one type of material, the predominant type of material should be reported. The types distinguished (brick, concrete, wood, adobe and so on) will depend upon the materials most frequently used in the country concerned and on their significance from the point of view of permanency of construction or assessment of durability.

26. In some countries, the material used for the construction of roofs or of floors may be of special significance for the assessment of durability and, in such cases, it may be necessary to collect information on this as well as on the material of the walls. Durability refers to the period of time for which the structure remains habitable, subject to regular maintenance. A durable structure is one expected to remain sound for a considerable period of time. Countries may wish to define the length of the period, for example, 15 or 20 years. Durability does not depend solely on the materials used in construction, since it is also affected by the way the building was erected, that is to say, the consideration whether it was built according to construction standards and regulations. Recently, technological developments in treating traditional building materials, such as bamboo, have extended the durability of those materials for several decades. Construction material of outer walls may be considered an indicator of the building's durability. Therefore, in order to assess quality of the national housing stock, durability may be measured in terms of material used together with adherence to construction standards. Specific instructions for enumerators at the national level should be developed on the basis of national building construction practice.

27. While the material of construction is a useful addition to data collected on the type of living quarters, it should not be considered a substitute for the latter type of information. Wood, for example, may be the material of a poorly constructed squatter's hut or of a durable and well-constructed dwelling. In these cases, information on the type of unit adds significantly to the possibility of quality appraisal.

3. Year or period of construction (core topic, recommended tabulation RecH01)

28. This topic refers to the age of the building in which the sets of living quarters are located. It is recommended that the exact year of construction be sought for buildings constructed during the intercensal period immediately preceding if it does not exceed 10 years. Where the intercensal period exceeds 10 years or where no previous census has been carried out, the exact year of construction should be sought for buildings constructed during the preceding 10 years. For buildings constructed before that time, the information should be collected in terms of periods that will provide a useful means of assessing the age of the housing stock. Difficulty may be experienced in collecting data on this topic because in some cases the occupants may not know the date of construction.

29. The collection of data for single years during the intercensal period is seen as a method of checking construction statistics for deficient coverage and of integrating more closely integrating the housing census with current housing statistics.

30. The periods should be defined in terms of events that have some special significance in the country concerned; examples would be the period since the Second World War, the period between the First World War and the Second World War; the period before the earthquake, flood and so forth. Three age groups may be regarded as constituting a minimum classification. The total period covered by the age groups and the number of groups distinguished will depend upon the materials and methods of construction used in the country concerned and the number of years that buildings normally last.

31. Where parts of buildings have been constructed at different time, the year or period of construction should refer to the major part. Where living quarters comprise more than one building (living quarters with detached rooms, for example), the age of the building that contains the major part of the living quarters should be recorded.

32. In countries where a significant number of households construct their own living quarters (countries with large non-monetary sectors, for example), it may be useful to include an additional question that will distinguish the living quarters according to whether or not they were constructed by the household(s) occupying them. The information should refer only to living quarters constructed during the preceding intercensal or 10-year period, and it should be made clear in formulating the question that it refers to living quarters constructed mainly by households (with or without the help of other households in the community) and not to construction executed by enterprises on behalf of households.

4. Number of dwellings in the building (additional topic)

33. This topic refers to the number of conventional dwellings in the building. This topic is applicable in cases where there is a possibility to have unique identifier for the building itself. If a census established such an identifier (building number, for example, linked to the address) then it would be possible to introduce this topic.

5. Construction material of floor, roof (additional topic)

34. In some cases the material used for the construction of roofs and floors may be of special interest and can be used to further assess the quality of dwellings in the building. This topic refers to the material used for roof and/or floor (although, depending on the specific needs of a country, it may refer to other parts of the building as well, such as the frame or the foundation). Only the predominant material is enumerated and, in the case of a roof, it may be tile, concrete, metal sheets, palm, straw, bamboo or similar vegetation material, mud, plastic sheets and so forth.

6. Elevator (additional topic)

35. This topic refers to the availability of an elevator (an enclosed platform raised and lowered to transport people and freight) in a multi-storey building (categories 2.2 and 2.3 of the classification of buildings). The information is collected on the availability of an elevator for most of the time, in other words one that is operational for most of the time, subject to regular maintenance.

7. Farm building (additional topic)

36. A number of national censuses found it necessary to specify whether the enumerated building was a farm building or not. A farm building is one that is part of an agricultural holding and used for agricultural and/or housing purposes.

8. State of repair (additional topic)

37. This topic refers to whether the building is in need of repair and to the kind of repair needed. This topic is applicable in cases where there is a possibility to have unique identifier for the building itself. If a census established such an identifier (building number, for example, linked to the address) then it would be possible to introduce this topic. The classification of buildings according to the state of repair may include: repair not needed, in need of minor, moderate or serious repair and irreparable. Minor repairs refer mostly to the regular maintenance of the building and its components, such as repair of a cracked window. Moderate repairs refer to the correcting of moderate defects such as missing gutters on the roof, large areas of broken plaster, stairways with no secure handrails and so forth. Serious repairs are needed in the case of serious structural defects of the building, such as missing shingles or tiles on the roof, cracks and holes in the exterior walls, missing stairways and so forth. The term

“irreparable” refers to buildings that are beyond repair, that is to say, with so many serious structural defects that it is deemed more appropriate to tear the buildings down than to undertake repairs; most usually this term is used for buildings with only the frame left standing, without complete external walls and/or roof and so forth.

9. Location of living quarters (core topic, recommended tabulations RecH01 – RecH16)

38. A great deal of information relevant to the location of living quarters⁴ is contained under the definition of "locality" and "urban and rural". It is important for those concerned with carrying out housing censuses to study this information, because the geographical concepts used in carrying out a housing census to describe the location of living quarters are extremely important both for the execution of the census and for the subsequent tabulation of the census results. When the housing census is combined with, or closely related to, a population census, these concepts need to be carefully considered and coordinated so that the geographical areas recognized in carrying out the two censuses are of optimum value for both operations.

39. Information on location should be collected in sufficient detail to enable tabulations to be made for the smallest geographical subdivisions required by the tabulation plan. To satisfy the requirements of the geographical classifications recommended in the tabulations to this publication, information is needed on whether the living quarters are located in an urban or rural area, the major civil division, the minor civil division and, for living quarters located in principal localities, the name of the locality.

40. Where a permanent system of house or building numbers does not already exist, it is essential for the census to establish a numbering system so that the location of each set of living quarters can be adequately described. Similarly, in cases where streets do not have names or numbers properly displayed, such identification should be provided as one of the pre-census operations. Adequate identification provides the basis for the preparation of census control lists (see also "living quarters and household listing"); it is required in order to monitor and control the enumeration, and to identify living quarters for possible call-backs and post-enumeration evaluation surveys as well as for other post-censal inquiries that use the census as a sampling frame or other point of departure. Ideally, each building or other inhabited structure should be provided with a number, as should each set of living quarters within buildings or structures. In preparing a census control listing, it is the practice to identify further each household within the living quarters.

41. Living quarters that are not located in areas with a conventional pattern of streets, such as those in squatter areas or in some places not intended for habitation, may require special identification. Since it may not be possible to describe the location of these units in terms of a formal address, it may be necessary to describe them in terms of their proximity to natural or created landmarks of various kinds or in relation to buildings that are located in areas where a formal address is possible.

42. The various geographical designations that together define the location of living quarters are discussed below.

(a) Address

43. Information that describes the place where the living quarters are to be found and distinguishes them from other living quarters in the same locality falls within this category. As a rule, the information includes the name or number of the street and the number of the living quarters; in the case of apartments, the building number and the apartment number are required.

(b) Locality

⁴ See paragraphs 46-90.

44. For the definition of "locality", see paragraphs 2.49-2.51 of the current version of the *Principles and Recommendations for Population and Housing Censuses*.

(c) Urban and rural

45. For the definition of "urban and rural", see paragraphs 2.52-2.59 of the current version of the *Principles and Recommendations for Population and Housing Censuses*.

1B. Living quarters - type of (core topic, recommended tabulations RecH02 – RecH16)

(a) Definition of living quarters

46. Living quarters are structurally separate and independent places of abode. They may (a) have been constructed, built, converted or arranged for human habitation, provided that they are not at the time of the census used wholly for other purposes and that, in the case of improvised housing units and collective living quarters, they are occupied at the time of the census or (b) although not intended for habitation, actually be in use for such a purpose at the time of the census.

(i) Separateness and independence

47. The essential features of living quarters are separateness and independence. An enclosure may be considered separate if surrounded by walls, fences, and so forth, and covered by a roof so that a person or group of persons can isolate themselves from other persons in the community for the purposes of sleeping, preparing and taking their meals, and protecting themselves from the hazards of climate and environment. Such an enclosure may be considered independent when it has direct access from the street or from a public or communal staircase, passage, gallery or grounds, in other words, when the occupants can come in and go out of their living quarters without passing through anybody else's premises.

48. Attached rooms having an independent entrance, or detached rooms for habitation that clearly have been built, or rebuilt or converted for use as part of living quarters should be counted as part of the living quarters. Thus, living quarters may comprise rooms or groups of rooms with independent entrances, or separate buildings.

(ii) Permanence

49. Living quarters may be permanent or semi-permanent buildings or structures, or parts of buildings, intended for habitation, or natural shelters not intended for habitation but actually used as a place of abode on the day or night established as the time reference of the census.

(iii) Habitation

50. Living quarters originally intended for habitation and used wholly for other purposes at the time of the census should normally be excluded from the census coverage, while shelters not intended for habitation but occupied at the time of the census should be included. In some circumstances, it may be convenient to make a separate count for national purposes of the sets of living quarters originally intended for habitation but used wholly for other purposes at the time of the census and vice versa. In such cases, specific instruction for the enumeration of these sets of living quarters must be supplied.

(iv) Living quarters under construction, newly constructed, being demolished or awaiting demolition

51. Instructions should be issued so that it is clearly understood at what stage of completion sets of living quarters should be included in the housing census. They may be included in the housing census as soon as construction has begun, at various stages of construction or when construction has been completed. Living quarters being

demolished or awaiting demolition should normally be excluded. The system used should be consistent with that employed for the system of current housing statistics and should avoid double counting where construction statistics are used to bring the census data up to date.

Special instructions will need to be issued concerning "core dwellings" in countries where these are provided within a preliminary phase of dwelling construction.

(b) Classification of living quarters

52. The living quarters are either housing units or collective living quarters. Normally, the collection of information concerning housing units will be considered of first importance in a housing census, since it is in housing units that the majority of the population permanently lives. Furthermore, housing units are intended for occupancy, or are occupied, by households, and it is with the provision of accommodation for households that housing programmes and policies are mainly concerned. However, certain types of "collective living quarters" are also of significance with respect to the housing conditions of households; these include hotels, rooming houses and other lodging houses and camps occupied by households. Housing units should be classified so as to distinguish at least conventional dwellings from other types of housing units. It should be emphasized that without an adequate classification of living quarters, no meaningful analysis of housing conditions based on housing census data is possible.

53. The classification outlined below and a system of three-digit codes have been designed to group in broad classes housing units and collective living quarters with similar structural characteristics. The distribution of occupants (population) among the various groups supplies valuable information about the housing accommodation available at the time of the census. The classification also affords a useful basis of stratification for sample surveys. The living quarters may be divided into the following categories:

- 1 Housing units
 - 1.1 Conventional dwellings
 - 1.1.1 Fully equipped
 - 1.1.2 Partly equipped
 - 1.2 Other housing units
 - 1.2.1 Temporary housing units
 - 1.2.2 Mobile housing units
 - 1.2.3 Improvised housing units
 - 1.2.4 Housing units in permanent buildings not intended for human habitation
 - 1.2.5 Other premises not intended for human habitation
- 2 Collective living quarters
 - 2.1 Hotels, rooming houses and other lodging houses
 - 2.2 Institutions
 - 2.2.1 Hospitals
 - 2.2.2 Correctional institutions (prisons, penitentiaries)
 - 2.2.3 Military barracks
 - 2.2.4 Religious institutions (monasteries, convents, etc)
 - 2.2.5 Retirement homes, homes for elderly
 - 2.2.6 Student dormitories and similar
 - 2.2.7 Nurses' homes and other staff quarters
 - 2.2.8 Other
 - 2.3 Camps
 - 2.4 Other

54. Not all the categories in the above classification are of importance under all circumstances. For example, in some countries certain of the groups may not need to be considered separately, while in others it will be convenient to subdivide them. However, some of the categories are of special significance for assessing the housing situation

and should be distinguished even where a simplified classification is employed. The distinction between conventional and marginal housing units is referred to especially.

(c) Definitions of each type of living quarters

55. A description of the categories listed in paragraph 53 is given below.

1. Housing units

56. A housing unit is a separate and independent place of abode intended for habitation by a single household,⁵ or one not intended for habitation but occupied as living quarters by a household at the time of the census. Thus it may be an occupied or vacant dwelling, an occupied mobile or improvised housing unit or any other place occupied as living quarters by a household at the time of the census. This category includes housing of various levels of permanency and acceptability and therefore requires further classification in order to provide for a meaningful assessment of housing conditions.

57. It should be noted that housing units on the grounds or within the buildings housing an institution, camp, and so forth should be separately identified and counted as housing units. For example, if, in the grounds of a hospital, there is a separate and independent house intended for the habitation of the director and his or her family, the house should be counted as a housing unit. In the same way, self-contained apartments located in hotel buildings should be counted as housing units if they have direct access to the street or to a common space within the building. Similar cases will need to be identified and described in the instructions for the enumeration.

1.1 Conventional dwellings

58. A conventional dwelling is a room or suite of rooms and its accessories in a permanent building or structurally separated part thereof which, by the way it has been built, rebuilt or converted, is intended for habitation by one household and is not, at the time of the census, used wholly for other purposes. It should have a separate access to a street (direct or via a garden or grounds) or to a common space within the building (staircase, passage, gallery and so on). Examples of dwellings are houses, flats, suites of rooms, apartments and so forth. It may be noted that the terms dwelling, dwelling unit, dwelling house, residential dwelling unit, family dwelling, house, *logement*, *vivienda*, *unidad de vivienda* and so forth have been used indiscriminately to refer to housing units of any type. The referent of the term "dwelling" is here limited to a housing unit located in a permanent building and designed for occupancy by one household. Although a conventional dwelling is a housing unit intended - that is to say, constructed or converted - for habitation by one household, it may, at the time of the census, be vacant or occupied by one or more households.

59. A permanent building is understood to be a structure that may be expected to maintain its stability for 15 years or more, depending on the way countries define durability. It is recognized that the criterion of permanency or durability is difficult for the census enumerators to apply and that its adaptation to local conditions would require considerable study and experimentation by the national offices with respect to the significance of materials and methods of construction. In some cases, it may be of greater significance nationally to apply the criteria of construction materials and methods of construction directly in order to establish whether or not the building containing the housing unit is of permanent construction rather than translate these criteria into a time period.

1.1.1. Conventional dwelling – fully equipped

⁵ Although intended for habitation by one household, a housing unit may, at the time of the census, be occupied by one or more households or by a part of a household.

60. A fully equipped dwelling refers to a unit that meets all the needs of the household within its confines, such as protection from elements, cooking, maintaining hygiene and so forth. Thus, a fully equipped conventional dwelling is:

- A room or suite of rooms
- Located in a permanent building
- Separate access to a street or to a common space
- Intended to be occupied by one household
- Kitchen or other space for cooking within dwelling
- Fixed bath or shower within dwelling
- Toilet within dwelling
- Piped water within dwelling

1.1.2 Conventional dwelling – partly equipped

61. A partly equipped dwelling is a housing unit that has some but not all of the essential facilities of a fully equipped conventional dwelling. It is a permanent structure or a part of a permanent structure, hence it may be a room or a suite of rooms in a permanent building but it is without some of the conventional dwelling facilities such as kitchen, fixed bath or shower, piped water or toilet. In a number of countries or areas, a certain proportion of the housing inventory comprises such housing units which possess some but not all the characteristics of conventional dwellings.

62. With increased urbanization, the need for building low-cost housing units within the city limit has been developed. This housing most frequently consists of buildings containing a number of separate rooms whose occupants share some or all facilities (bathing, toilet or cooking facilities). Those units do not meet all the criteria of a fully equipped conventional dwelling, especially from the point of view of maintaining health standards and privacy. Such a unit is known as a *casa de palomar* in Latin America.

63. Therefore, partly equipped dwellings are more or less conventional from the point of view of permanency of structure but lack some of the housing facilities identified as essential (the four types being cooking facilities, bathing facilities, piped water and toilet).

1.2 Other housing units

1.2.1 Temporary housing unit

64. The term “temporary housing unit” refers to a structure that, by the way it has been built, is not expected to maintain its durability for as long a period of time as of a conventional dwelling, but has some of the facilities. As discussed earlier, durability needs to be specifically defined on the basis of national standards and practices. The number of these units in some countries and areas may be substantial.

65. For example, in some countries "core" or "nuclear" dwellings around which a dwelling will eventually be constructed are provided as part of the housing programmes. In others, a significant proportion of the housing inventory is composed of dwellings that are constructed of locally available raw materials and may be less durable than conventional dwellings.

Core dwellings

66. Many countries with insufficient resources to meet their housing needs have attempted to alleviate the housing conditions of the population living in squatter areas by providing core or nuclear dwellings. Under these programmes, the households move their improvised shacks from the squatter area to a new location, the idea being that gradually, and generally with government assistance of one kind or another, the households with core or nuclear dwellings will keep adding to the nucleus until they can abandon their shacks entirely.

67. A core dwelling is sometimes only a sanitary unit containing bathing and toilet facilities, to which may be added, in subsequent phases, the other elements that will finally make up the completed dwelling. Such units do not fall within the definition of a conventional dwelling. However, although the household obviously continues to occupy its original shelter (which would probably be classified as an "improvised housing unit"), its housing situation is a vast improvement over that of households remaining in the squatter areas and the provision of the cores is a significant step towards the alleviation of housing shortages.

68. The problem is thus one of reflecting in the statistics the improvements brought about by programmes such as those described above without distorting the data that refer to fully constructed conventional dwellings. It is recommended, therefore, that core dwellings should be counted as dwellings in the census if at least one room⁶ in addition to the sanitary facilities, is completed, and also that those dwellings that have not reached this stage of completion should be recorded as cores. Arrangements should be made so that the facilities available in the core can be related during data processing to the households for whose use they have been provided.

Semi-permanent dwellings

69. In still other countries and areas, the population has developed, over time, a traditional and typical type of housing unit that does not have all the characteristics of conventional dwellings but is considered somewhat suitable from the point of view of climate and tradition. This is especially the case in many tropical and subtropical rural areas where housing units have been constructed or built with locally available raw materials such as bamboo, palm, straw or any similar materials. Such units often have mud walls, thatched roofs and so forth, and may be expected to last only for a limited time (from a few months to several years), although occasionally they may last for longer periods. This category is intended to cover housing units that are typical and traditional in many tropical rural areas. Such units may be known, for example, as cabins, *ranchos* or *bohíos* (Latin America), *barastis* (Bahrain), or *barong barong* (the Philippines).

1.2.2 Mobile housing units

70. A mobile housing unit is any type of living accommodation that has been produced to be transported (such as a tent) or is a moving unit (such as a ship, boat, barge, vessel, railroad car, caravan, trailer, yacht and so on) occupied as living quarters at the time of the census. Trailers and tents used as permanent living quarters are of special interest.

71. Although mobile housing units are significantly different from other housing units in that they can be readily moved or transported, mobility in itself is not necessarily a measure of quality. For the assessment of housing conditions in countries with a substantial number of mobile units, it may be useful to classify them further, as tents, wagons, boats, trailers, and so forth.

Marginal housing units

⁶ For the definition of "room", see paragraph 2.375.

72. The term “marginal housing unit” refers to those units that do not have many of the features of a conventional dwelling and are generally characterized as unfit for human habitation, but that are used for that purpose at the time of the census. Therefore, it is neither a permanent structure nor one equipped with any of the essential facilities. Depending on national circumstances, countries should develop detailed instructions to distinguish between marginal and temporary housing units.

73. Marginal housing units comprise three sub-groups, namely, “improvised housing units”, “housing units in permanent buildings not intended for human habitation” and “other premises not intended for human habitation”. These units are characterized by the fact that they are either makeshift shelters constructed of waste materials and generally considered unfit for habitation (squatters’ huts, for example) or places that are not intended for human habitation although in use for that purpose at the time of the census (barns, warehouses, natural shelters and so on). Under almost all circumstances, such places of abode represent unacceptable housing and they may be usefully grouped together in order to analyse the housing conditions of the population and to estimate housing needs. Each sub-group is defined below.

1.2.3 Improvised housing units

74. An improvised housing unit is an independent, makeshift shelter or structure, built of waste materials and without a predetermined plan for the purpose of habitation by one household, which is being used as living quarters at the time of the census. Included in this category are areas of squatters’ huts, *poblaciones callampas* (Chile), *hongos* (Peru), *favelas* (Brazil), *sarifas* (Iraq), *jhuggis* (India and Pakistan), *gubuks* (Indonesia), *gecekondula* (Turkey) and any similar premises arranged and used as living quarters, though they may not comply with generally accepted standards for habitation, and not having many of the characteristics of conventional dwellings. This type of housing unit is usually found in urban and suburban areas, particularly at the peripheries of the principal cities.

75. There is a wide variation in the procedures and criteria used in classifying these units. There are many borderline cases, and countries will need to make decisions and issue detailed instruction on how to enumerate and classify improvised housing units.

1.2.4 Housing units in permanent buildings not intended for human habitation

76. Included in this category are housing units (in permanent buildings) that have not been built, constructed, converted or arranged for human habitation but that are actually in use as living quarters at the time of the census. These include housing units in stables, barns, mills, garages, warehouses, offices, booths and so forth.

77. This category also may cover units and their occupants in buildings initially built for human habitation, but later abandoned with all services cut because of deterioration. These dilapidated buildings can be found, especially in large cities, still standing, although marked for demolition. They should be included in this category if inhabited.

78. Premises that have been converted for human habitation, although not initially designed or constructed for this purpose, should not be included in this category.

1.2.5 Other premises not intended for human habitation

79. This category refers to living quarters that are not intended for human habitation or located in permanent buildings but that are nevertheless being used as living quarters at the time of the census. Caves and other natural shelters fall within this category.

2 Collective living quarters

80. Collective living quarters include structurally separate and independent places of abode intended for habitation by large groups of individuals or several households and occupied at the time of the census. Such quarters usually

have certain common facilities, such as cooking and toilet installations, baths, lounge rooms or dormitories, which are shared by the occupants. They may be further classified into hotels, rooming houses and other lodging houses, institutions and camps.

81. Housing units on the grounds or within the building housing an institution, camp, hotel and so forth should be separately identified and counted as housing units.

82. The criteria established for the identification of collective living quarters are not always easy to apply and it is sometimes difficult for an enumerator to decide whether living quarters should be classified as a housing unit or not. This is particularly true in the case of a building occupied by a number of households. Enumerators should be given clear instructions as to when the premises occupied by a group of people living together are to be considered a housing unit and when collective living quarters.

2.1 Hotels, rooming houses and other lodging houses

83. This group comprises permanent structures that provide lodging on a fee basis and in which the number of borders or lodgers exceed five. Hotels, motels, inns, boarding houses, pensions, lodging houses and so forth fall within this category.

2.2 Institutions

84. This group covers any set of premises in a permanent structure or structures designed to house (usually large) groups of persons who are bound by either a common public objective or a common personal interest. Such sets of living quarters usually have certain common facilities shared by the occupants (baths, lounges, dormitories and so forth). Hospitals, military barracks, boarding schools, convents, prisons and so forth fall within this category (see the categories in paragraph 53).

85. It may be useful, depending on national needs, to require that an institution be used as the principle usual residence of at least one person at the time of the census.

2.3 Camps

86. Camps are sets of premises originally intended for the temporary accommodation of persons with common activities or interests. Included in this category are military camps, refugee camps and camps established for the housing of workers in mining, agriculture, public works or other types of enterprises.

2.4 Other

87. This is a residual category for living quarters which may not conform to the definitions of those included in groups 2.1 through 2.3. It should be used only when the number of units in question is small. Where the number is substantial, additional groups of living quarters having characteristics that are similar and of significance for an appraisal of housing conditions should be established.

88. In some countries, it seems that certain types of multi-household living quarters have emerged in response to the particular needs of the population and that the characteristics of these quarters enable them to be readily identified by an enumerator. It may be useful in these countries to provide a separate sub-group for any such special types. An example of such a sub-group - multi-household living quarters (living quarters intended for habitation by more than one household) - includes buildings and enclosures intended for communal habitation by several households.

89. In this example, structurally separate and independent sets of living quarters for occupancy by individual households are not provided. This category would include housing arrangements peculiar to certain countries, such as the long house (Sarawak of Malaysia) and the kibbutz (Israel).

90. It should be noted that the types of living quarters to be included in this category are those intended for communal habitation by several households, that is to say, constructed or converted for this purpose. Housing units intended for occupancy by one household, but that at the time of the census are occupied by several households, are not to be included because this obscures the identification of households doubling up in dwellings (an important element in estimating housing needs). It is suggested that, in carrying out the census, a strict distinction be maintained between a housing unit occupied by more than one household and living quarters constructed or converted for communal habitation by several households.

10. Occupancy status (core topic, recommended tabulations RecH14)

91. Information should be obtained for each conventional dwelling to show whether the dwelling is occupied or vacant at the time of the census. For vacant units intended for year-round occupancy, the type of vacancy (for rent, for sale, and so forth) should be reported. Occupancy status applies only to conventional dwellings, since all other types of living quarters are required by definition to be occupied in order to fall within the scope of the census.

92. The enumeration of vacant conventional dwellings is likely to pose difficult problems, but at least a total count should be made for purposes of controlling the enumeration. The type of vacancy is frequently indicated by "for sale" or "for rent" signs posted on the dwelling. Although it may not be feasible to investigate all of the topics included in the census for vacant units, as much information as possible should be collected, including information on whether the living quarters are vacant seasonally or non-seasonally.

93. Vacant units intended for seasonal occupancy may represent a substantial proportion of the housing inventory in resort areas and in areas where large numbers of seasonal workers are employed. The separate identification of such a category may be necessary for the correct interpretation of the overall vacancy rate as well as for an evaluation of the housing situation in the area concerned. Vacant units may be further distinguished according to the type of occupancy for which they are intended, for example, as holiday home, seasonal workers' quarters and so forth.

94. Whether living quarters whose occupants are temporarily absent or temporarily present should be recorded as occupied or vacant will need to be considered in relation to whether a *de jure* or *de facto* population census is being carried out. In either case, it would seem useful to distinguish as far as possible conventional dwellings that are used as a second residence. This is particularly important if the second residence has markedly different characteristics from the primary residence, as is the case, for example, when agricultural households move during certain seasons of the year from their permanent living quarters in a village to rudimentary structures located on agricultural holdings. The recommended classification of occupancy status for conventional dwellings is as follows:

- 1 Occupied
- 2 Vacant
 - 2.1 Seasonally vacant
 - 2.1.1 Holiday homes
 - 2.1.2 Seasonal workers' quarters
 - 2.1.3 Other
 - 2.2 Non-seasonally vacant
 - 2.2.1 Secondary residences
 - 2.2.2 For rent
 - 2.2.3 For sale
 - 2.2.4 For demolition

11. Ownership - type of (core topic, recommended tabulations RecH13 and RecH15)

95. This topic refers to the type of ownership of the housing unit itself and not of that of the land on which it stands. Type of ownership should not be confused with tenure. Information should be obtained to show:

(a) Whether the housing unit is owned by the public sector (central government, local government, public corporations);

(b) Whether the housing unit is privately owned (by households, private corporations, cooperatives, housing associations and so on). The question is sometimes expanded to show whether the housing units are fully paid for, being purchased in instalments or mortgaged. The classification of housing units by type of ownership is as follows:

- 1 Owner-occupied
- 2 Non owner-occupied
 - 2.1 Publicly owned
 - 2.2 Privately owned
 - 2.3 Other

96. Housing units are defined as owner-occupied if used wholly or partly for own occupation by the owner. Special instructions should be issued regarding housing units being purchased in instalments or mortgaged according to national legal systems and practice. Instructions should also cover other arrangements, such as housing units in cooperatives, housing associations and so forth.

97. The information on ownership may be classified, as a minimum, into two main groups, namely public ownership and private ownership. Depending upon the prevalence of various types of ownership and their significance with respect to housing conditions and the formulation of housing programmes, it may be useful to introduce some of the sub-groups shown. The categories used should be consistent with those employed in the system of national accounts of the country concerned and in accordance with the recommendations contained in the *System of National Accounts, 1993*.⁷

98. It has been observed that the collection of information on type of ownership in a general census may be hampered by the fact that the occupants might not know who the owner of the property is and that the owners or their representatives may be situated outside the enumeration zone. Furthermore, there are numerous cases of borderline and mixed ownership, which make the topic difficult for nationwide enumeration. This is one of the topics for which more accurate information might be obtained through a housing survey.

99. In countries where there is a substantial amount of employer-issued housing, it would be useful to include the subcategories "issued by the employer" and "not issued by the employer" under the category "privately owned". It is important that such information be known from the point of view of assessing the impact of job loss, in order to gauge the magnitude of the population whose loss of a job would include loss of housing as well.

12. Rooms - number of (core topic, recommended tabulation RecH05 and RecH07)

100. A room is defined as a space in a housing unit or other living quarters enclosed by walls reaching from the floor to the ceiling or roof covering, or to a height of at least two metres, of an area large enough to hold a bed for an adult, that is, at least four square metres. The total number of types of rooms therefore includes bedrooms, dining rooms, living rooms, studies, habitable attics, servants' rooms, kitchens, rooms used for professional or business

⁷United Nations publication, Sales No. E.94.XVII.4.

purposes, and other separate spaces used or intended for dwelling purposes, so long as they meet the criteria concerning walls and floor space. Passageways, verandas, lobbies, bathrooms and toilet rooms should not be counted as rooms, even if they meet the criteria. Separate information may be collected for national purposes on spaces of less than four square metres that conform in other respects to the definition of "room" if it is considered that their number warrants such a procedure.

101. Rooms used exclusively for business or professional purposes should be counted separately, as it is desirable to include them when calculating the number of rooms in a dwelling but to exclude them when calculating the number of persons per room. This procedure allows density levels to be studied according to the number of rooms available for living purposes in relation to the number of occupants. In any event, each country should indicate the procedure that has been followed.

102. It is recommended that kitchens be included in the count of rooms provided they meet the criteria concerning walls and floor space. Kitchens or kitchenettes that have an area smaller than four square metres or that have other characteristics that disqualify them should be excluded. For national purposes, countries may wish to identify and count kitchens within a separate group that may be analysed with respect to size and utilization, and to consider separately those used exclusively for cooking.

13. Bedrooms - number of (additional topic)

103. In addition to enumerating the number of rooms a number of national censuses collect information on the number of bedrooms in a housing unit, which is the unit of enumeration for this topic. A bedroom is defined as a room equipped with a bed and used for night rest.

14. Floor space - useful and/or living (additional topic)

104. This topic refers to the useful floor space in housing units, that is to say, the floor space measured inside the outer walls of housing units, excluding non-habitable cellars and attics. In multiple-dwelling buildings, all common spaces should be excluded. The approach for housing units and collective living quarters should differ.

105. For collective living quarters, it would be more useful to collect information on the useful floor space per occupant of the set of collective living quarters. Data should be derived by dividing the total useful floor space by the number of occupants who are living in the space.

106. Collecting information on the floor space available to occupants of housing units may prove to be difficult; occupants often may not know the exact or even the approximate area of the housing unit they occupy; training enumerators to calculate the floor space would be complicated and costly, and would result in inaccuracies. In this context, and taking into account the importance of the information concerned, countries should take into consideration developing detailed instructions on proper procedures for assessing these data (for example, a request for information on floor space from the official documents available to the occupants, such as the rental agreement and the title, that are supposed to include such information).

15. Water supply system (core topic, recommended tabulation RecH08)

107. The basic information to be obtained in the census is whether housing units have or do not have a piped water installation, in other words, whether or not water is provided to the living quarters by pipes from a community-wide system or an individual installation, such as a pressure tank, pump and so forth. The unit of enumeration for this topic is a housing unit. It is also necessary to indicate whether the unit has a tap inside or, if not, whether it is within a certain distance from the door. The recommended distance is 200 metres, assuming that access to piped water within that distance allows occupants of the housing unit to provide water for household needs without being

subjected to extreme efforts. Beside the location of a tap, the source of water available is also of special interest. Therefore, the recommended classification of housing unit by water supply system is as follows:

- 1 Piped water inside the unit
 - 1.1 From the community scheme
 - 1.2 From a private source
- 2 Piped water outside the unit but within 200 metres
 - 2.1 From the community scheme
 - 2.1.1 For exclusive use
 - 2.1.2 Shared
 - 2.2 From a private source
 - 2.2.1 For exclusive use
 - 2.2.2 Shared
- 3 No piped water available (including piped water from a source beyond a distance of 200 metres from the living quarters)

A community scheme is one that is subject to inspection and control by public authorities. Such schemes are generally operated by a public body but in some cases they are generated by a cooperative or private enterprise.

108. For collective living quarters, it may be useful to collect information on the availability of piped water for the use of occupants. Such living quarters are usually equipped with multi-facilities for the use of large groups, and information on the water supply system in relation to the number of occupants would be significant in respect of analysing housing conditions. The water supply system in collective living quarters constitutes an additional topic.

109. The most significant information from a health point of view is whether the living quarters have piped water within the premises. However, a category may be added to distinguish cases where the piped water supply is not within the living quarters but rather within the building in which the living quarters are situated. It may also be useful to collect information that would show whether the water supply is for the sole use of the occupants of the living quarters being enumerated or whether it is for the use of the occupants of several sets of living quarters, as indicated in the above classification at the three-digit level. Additional information may be sought on the availability of hot as well as cold water and on the kind of equipment used for heating water.

110. Equally important in certain regions of the world is the main source of drinking water for the household, since the water coming out of pipes may not be suitable for direct human consumption, but meets other needs like bathing and cleaning. Thus, the source of drinking water can have a significant importance in some cases. It may be identified as tanker supply, well, bore-hole, spring/rain water, river/stream, dugout/pond/lake/dam/, public standpipe or bottled water. Countries where there is considerable difference between sources of water used for general household use and used for drinking and preparing meals should consider including the topic of the source of drinking water as an additional topic.

16. Toilet (core topic, recommended tabulation RecH09)

111. A toilet may be defined as an installation for the disposal of human excreta. A flush toilet is an installation provided with piped water that permits humans to discharge their wastes and from which the wastes are flushed by water. The unit of enumeration for this topic is a housing unit.

112. For housing units reported as having a toilet, additional information may be sought to determine whether the toilet is used exclusively by the occupants of the living quarters being enumerated or whether it is shared with the occupants of other living quarters. For living quarters reported as having no toilet, it would be useful to know whether the occupants have the use of a communal facility and the type of facility, whether they have the use of the toilet of other living quarters and the type, or whether there is no toilet of any kind available for the use of the occupants.

113. Some countries have found it useful to expand the classification for non-flush toilets so as to distinguish certain types that are widely used and indicate a certain level of sanitation. The recommended classification of housing unit by toilet facilities is as follows:

- 1 With toilet within housing unit
 - 1.1 Flush toilet
 - 1.2 Non-flush toilet
- 2 With toilet outside housing unit
 - 2.1 Flush toilet
 - 2.1.1 For exclusive use
 - 2.1.2 Shared
 - 2.2 Non-flush toilet
 - 2.2.1 For exclusive use
 - 2.2.2 Shared
- 3 No toilet available

114. For housing units occupied by more than a certain number of households (more than two, for example) and for collective living quarters, particularly those of the multi-household and hotel/boarding-house type, it may be useful to gather information on the number and type of toilets available to the occupants. Living quarters of this type are usually equipped with multi-facilities for the use of large groups, and information on the number and type of toilets in relation to the number of occupants would be significant in terms of analysing housing conditions. The availability of toilet for collective living quarters represents an additional topic.

17. Sewage disposal (core topic, recommended tabulation RecH09)

115. Taking into consideration its importance for assessing impact on environment, information should be collected to show the sewerage system used for disposal of human excreta. The information on housing units by type of sewage disposal system may be classified as follows:

- 1 Empties into a piped system connected to a public sewage disposal plant
2. Empties into a piped system connected to a private sewage disposal system,
- 3 Other - toilet empties into an open ditch, a pit, a cesspool, a river, the sea, and so forth and
4. No disposal system.

18. Bathing facilities (core topic, necessary to distinguish between fully and partly equipped conventional dwellings, recommended tabulations RecH02-RecH16)

116. Information should be obtained on whether or not there is a fixed bath or shower installation within the premises of each set of housing units. The unit of enumeration for this topic is a housing unit. Additional information may be collected to show whether or not the facilities are for the exclusive use of the occupants of the living quarters and where there is a supply of hot water for bathing purposes or cold water only. In some areas of the world the distinction proposed above may not be the most appropriate for national needs. It may be important, for example, to distinguish in terms of availability among a separate room for bathing in the living quarters, a separate room for bathing in the building, an open cubicle for bathing in the building and a public bathhouse. The recommended classification of housing units by availability and type of bathing facilities is as follows:

- 1 With fixed bath or shower within housing unit
- 2 Without fixed bath or shower within housing unit

-
- 2.1 Fixed bath or shower available outside housing unit
 - 2.1.1 For exclusive use
 - 2.1.2 Shared
 - 2.2 No fixed bath or shower available

117. For housing units occupied by more than a certain number of households (more than two, for example) and for collective living quarters, particularly those of the multi-household and hotel/boarding-house type, it may be useful to gather information on the number of fixed baths or showers available to the occupants. Living quarters of this type are usually equipped with multi-facilities for the use of large groups, and information on the number of fixed baths or showers in relation to the number of occupants would be significant in terms of analysing housing conditions. The number of fixed baths or showers in collective living quarters would represent an additional topic.

19. Kitchen – availability of (core topic, recommended tabulations RecH10)

118. Information should be obtained on whether the housing unit has a kitchen, whether some other space is set aside for cooking such as a kitchenette, or whether there is no special place set aside for cooking. The unit of enumeration for this topic is a housing unit.

119. A kitchen is defined as a space that conforms in all respects to the criteria for a room, and is equipped for the preparation of the principal meals of the day and intended primarily for that purpose.

120. Any other space reserved for cooking, such as a kitchenette, will fall short in respect of possessing the attributes of a room, although it may be equipped for the preparation of the principal meals of the day and is intended primarily for that purpose.

121. The collection of data on the availability of a kitchen may provide a convenient opportunity to gather information on the kind of equipment that is used for cooking, for example, a stove, hotplate, or open fire, and on the availability of a kitchen sink and a space for food storage so as to prevent spoilage. The recommended classification of housing units by availability of a kitchen or other space reserved for cooking is as follows:

- 1 With kitchen within housing unit
- 2 With other space for cooking within housing unit
- 3 Without kitchen or other space for cooking within housing unit
 - 3.1 Kitchen or other space for cooking available outside housing unit
 - 3.1.1 For exclusive use
 - 3.1.2 Shared
 - 3.2 No kitchen or other space for cooking available

122. For housing units occupied by more than a certain number of households (more than two, for example) and for collective living quarters, particularly those of the multi-household and hotel/boarding-house type, it may be useful to gather information on the number of kitchens available for the occupants. Living quarters of this type are usually equipped with multi-facilities for the use of large groups, and information on the number of kitchens or kitchenettes in relation to the number of occupants would be significant in terms of analysing housing conditions. It represents an additional topic.

20. Fuel used for cooking facilities (core topic, recommended tabulations RecH10)

123. As discussed in paragraph 2.396, and in the context of the need to monitor closely the use of natural resources and the impact on the environment, a number of national housing censuses include this topic. The unit of enumeration is a housing unit; fuel used for cooking refers to the fuel used predominantly for preparation of principal meals. If two fuels (for example, electricity and gas) are used, the one used most often should be enumerated. The classification of fuels used for cooking depends on national circumstances and may include

electricity, gas, oil, coal, wood, animal waste and so forth. It would also be useful to collect this information for collective living quarters as well, especially if the number of sets of collective living quarters in the country is significant. The classification of fuel used for cooking is as follows:

1. Gas
2. Electricity
3. Liquefied petroleum gas (LPG)
4. Oil
5. Coal
6. Firewood
7. Charcoal
8. Animal waste
9. Vegetal waste (cereal straw from maize, wheat, paddy rice, rice hulls, coconut husks, ground-nut shells)
10. Other

21. Lighting - type of and/or electricity (core topics, recommended tabulation RecH11)

124. Information should be collected on the type of lighting in the housing unit, such as electricity, gas, oil lamp and so forth. If the source of lighting is electricity, some countries may wish to collect information showing whether the electricity comes from a community supply, generating plant or some other source (industrial plant, mine and so on). In addition to the type of lighting, countries should assess the information on the availability of electricity for purposes other than lighting (such as cooking, heating water, heating the premises and so forth). If housing conditions in the country allow this information to be derived from the type of lighting, there would be no need for additional inquiry.

125. For collective living quarters, it may be useful to collect information on availability of electricity to the occupants. Such living quarters are usually equipped with multi-facilities for the use of large groups, and information on electricity would be significant in terms of analysing housing conditions. The availability of electricity in collective living quarters is defined as an additional topic.

22. Solid waste disposal - type of (core topic, recommended tabulation RecH12)

126. Securing sustainable development and, in this context, the treatment of solid waste – garbage generated by the household, prompted the incorporation of this topic in a number of national housing censuses. It does not seem to be debatable that household surveys represent a more suitable way of collecting data on solid waste disposal; however, in order to establish reliable and sound information that could be used as a benchmark for future data collection, countries should consider incorporating this topic in the forthcoming round of population and housing censuses (the 2010 round), as a core topic.

127. This topic refers to the collection and disposal of solid waste/garbage generated by occupants of the housing unit. The unit of enumeration is a housing unit. The classification of housing units by type of solid waste disposal is according to the following guidelines:

- 1 Solid waste collected on a regular basis by authorized collectors
- 2 Solid waste collected on an irregular basis by authorized collectors
- 3 Solid waste collected by self-appointed collectors
- 4 Occupants dispose of solid waste in a local dump supervised by authorities
- 5 Occupants dispose of solid waste in a local dump not supervised by authorities
- 6 Occupants burn solid waste
- 7 Occupants bury solid waste
- 8 Occupants dispose solid waste into river/sea/creek/pond

-
- 9 Occupants composting solid waste
 - 10 Other arrangement

23. Heating - type and energy used for (additional topic)

128. This topic refers to the type of heating of housing units and the energy used for that purpose. The units of enumeration are all housing units. This topic is irrelevant for a number of countries where, owing to their geographical position and climate, there is no need to provide heating. Type of heating refers to the kind of system used to provide heating for most of the space: it may be central heating serving all the sets of living quarters or serving a set of living quarters, or it may not be central in which case the heating will be provided separately within the living quarters by a stove, fireplace or some other heating body. As for the energy used for heating, it is closely related to the type of heating and refers to the predominant source of energy, such as solid fuels (coal, lignite and products of coal and lignite, wood), oils, gaseous fuels (natural or liquefied gas), electricity and so forth.

24. Hot water – availability of (additional topic)

129. This topic refers to the availability of hot water in housing units. Hot water denotes water heated to a certain temperature and conducted through pipes and tap to occupants. The information collected may indicate whether there is hot water available within the housing units, or outside the living quarters for exclusive or shared use, or not at all.

25. Piped gas – availability of (additional topic)

130. This topic refers to whether piped gas is available in the housing unit or not. Piped gas is usually defined as natural or manufactured gas that is distributed by pipeline and whose consumption is recorded. This topic may be irrelevant for a number of countries where there is either a lack of sources of natural gas or no developed pipeline system.

26. Use of housing unit (core topic, recommended tabulation RecH11)

131. Use of a housing unit refers to whether the housing unit is being used wholly for habitation (residential) purposes or not. The housing unit can be used for habitation and for commercial, manufacturing or some other purposes. In a number of countries, houses are used simultaneously for more than one purpose. For example, the lower floor is used as a store or workshop, and the upper floors for habitation. The recommended classification of use of housing unit is as follows:

1. Used solely for habitation
2. Used predominantly for habitation
3. Used in lesser part for habitation

27. Occupancy by one or more households (recommended tabulation RecH06)

132. For the definitions of "household," "household head" and "persons living in institutions", see paragraphs 2.60-2.76 and 1.330-1.331 in the current version of the *Principles and Recommendations for Population and Housing Censuses*.

133. For the purpose of a housing census, each household must be identified separately. With respect to housing programmes, the use of the separate concepts of household and living quarters in carrying out housing censuses permits the identification of the persons or groups of persons in need of their own dwellings. If the household is defined as a group of persons occupying a set of living quarters, the number of households in the living quarters and the number of sets of occupied living quarters will always be equal and there will be no apparent housing need as reflected by doubled-up households requiring separate sets of living quarters. If living quarters are defined as the space occupied by a household, the number of households in living quarters will again be equal to the number of sets of living quarters, with the added disadvantage that there will be no record of the number of structurally separate living quarters.

Occupancy by more than one household is a useful topic for assessing the current housing situation and measuring the need for housing. For countries relying on the housekeeping concept, the number of households will yield this information. For countries relying on the dwelling unit concept of households, information on the type of households occupying a housing unit is needed to supplement this since the household is equivalent to the dwelling unit.

134. In countries where it is traditional to count families, the family in the broad sense of the term may be adopted as an additional unit of enumeration; in the great majority of cases the composition of this unit will coincide with that of the household.

135. A household should be defined in the same way for housing census purposes as for population censuses.

28. Occupants - number of (core topic, recommended tabulations RecH02 and RecH05))

136. Each person usually resident in a housing unit or set of collective living quarters should be counted as an occupant. Therefore, the units of enumeration for this topic are living quarters. However, since housing censuses are usually carried out simultaneously with population censuses, the applicability of this definition depends upon whether the information collected and recorded for each person in the population census indicates where he or she was on the day of the census or whether it refers to the usual residence (see paras. 2.20-2.24 of the current version of the *Principles and Recommendations for Population and Housing Censuses*). Care should be exercised in distinguishing persons occupying mobile units, such as boats, caravans and trailers, as living quarters from persons using these units as a means of transportation.

29. Age and sex of household head/reference person (core topic, recommended tabulation RecH05)

137. From among the topics recommended for inclusion in the population census, age has been selected as being of most significance in relation to housing conditions. For the housing census, the data usually relate only to the head of the household, although in some cases (for a detailed study of overcrowding, for example), it may be necessary to tabulate information (age and sex, in this instance) for the other members of the household.

138. In some cases, the characteristics of the person identified as the head of the household might not be of significance in connection with the housing conditions of the household. To provide a basis for valid assumptions concerning this relationship, the circumstances likely to affect it should be carefully considered and provided for in carrying out census tests and in analysing the results of those tests. Post-enumeration evaluation surveys will provide a further opportunity to examine the relationship between the characteristics (see directly below) of those identified as heads of the household and the housing conditions of the household in question.

139. If the population and housing census are conducted simultaneously, as is the practice in the majority of countries, the information on age of the household head/reference person will be collected together with other relevant demographic characteristics in the population part of the census. If, however, housing census is collected independently from the population census, there must be a provision for asking for collecting this information.

30. Tenure (core topic, recommended tabulation RecH15)

140. Tenure refers to the arrangements under which the household occupies all or part of a housing unit. The unit of enumeration is a household occupying a housing unit. The classification of households by tenure is as follows:

- 1 Member of household owns a housing unit
- 2 Member of household rents all or a part of housing unit
 - 2.1 Member of household rents all or a part of housing unit as a main tenant
 - 2.2 Member of household rents a part of housing unit as a subtenant
- 3 Other arrangement

Particular attention needs to be given to persons who occupy premises free of cash rent, with or without the permission of the owner, especially where this is prevalent.

141. The question of tenure needs to be clearly distinguished in the questionnaire as one to be asked of all households; otherwise there is a danger that it may be omitted in cases where more than one household occupies a single housing unit. Tenure information collected for living quarters shows very clearly the distinction between rented units and units that are owner-occupied, but it fails to distinguish the various forms of sub-tenancy that exist in many areas, information regarding which could be obtained from a question directed at households,⁸ nor does it allow for an investigation of the relationship between tenure and socio-economic characteristics of heads of the household. Under some circumstances, it may be useful to indicate separately households that, although not subtenants in the sense that they rent from another occupant who is a main tenant or owner-occupant, rent part of a housing unit from a landlord who lives elsewhere. These households and subtenant households may be of special significance in formulating housing programmes. On the contrary, in countries where subtenancy is not usual, information on subtenants may not be collected in the census or, if collected, may be tabulated only for selected areas.

142. In countries where the land and the living quarters are frequently occupied under separate tenure, the topic may be expanded to show separate information for the tenure under which the household or households occupy the living quarters and for the tenure of the land upon which those living quarters are located.

31. Rental and owner-occupant housing costs (additional topic)

143. Rent is the amount paid periodically (weekly, monthly, and so forth) for the space occupied by a household. Information may be obtained on the basis of a scale of rents rather than on that of the exact amount paid. The data may be considered in relation either to household characteristics or to the characteristics of the living quarters. In the latter case, where more than one household occupies a single set of living quarters, the rents paid by all the households will need to be summed in order to obtain the total rent for the living quarters. In the case of living quarters that are partly rented and partly owner-occupied, it may be necessary to impute the rent for the owner-occupied portion.

144. In addition to the amount of rent paid by renting households, it may be useful to collect information on the housing costs of the owner-occupants. Such costs could include information on monthly mortgage payments, taxes, cost of utilities and so forth.

32. Furnished/unfurnished (additional topic)

145. Provision must be made for indicating whether the housing units covered by the rent are furnished or unfurnished and whether utilities such as gas, electricity, heat, water and so forth are included. Provision also needs to be made for recording households that occupy their premises rent-free or pay only part of the economic rent. In

⁸ Some indication of the number of households occupying their living quarters as subtenants could be obtained from a comparison of the number of sets of living quarters of various types with the number of occupant households.

countries where rent for the housing unit is paid separately from rent for the land upon which they stand, separate information may need to be collected reflecting the amount of ground rent paid.

33. Information and Communication Technology (ICT) devices – availability of (core topic, recommended tabulation RecH16)

146. The importance of the availability of information and communication technology devices is increasing significantly in the contemporary society. These devices provide a set of services that are changing the structure and the pattern of major social and economic phenomena. The housing census provides an outstanding opportunity to assess the availability of these devices to the household. The recommended definition is:

- 1 Household having radio
- 2 Household having television set
- 3 Household having fixed telephone
- 4 Household having mobile telephone(s)
 - 4.1. Number of
- 5 Household having personal computer(s)
 - 5.2. Number of
- 6 Household accessing Internet from home
- 7 Household accessing Internet not from home – from elsewhere
- 8 Household without access to the Internet

34. Cars – number of (additional topic)

147. This topic refers to the number of cars and vans normally available for use by occupants of the housing unit. The term “normally available” refers to cars and vans that are either owned by occupants or under some other more or less permanent agreement, such as a lease and so forth.

35. Durable household appliances – availability of (additional topic)

148. The unit of enumeration is a household occupying a housing unit and information is collected on the availability of durable appliances such as laundry washing machines, dishwashing machines, refrigerators, deep freezers, and so forth, depending on national circumstances.

36. Outdoor space – availability of (additional topic)

149. This topic refers to the availability of outdoor space intended for the recreational activities of the members of a household occupying a housing unit. The classification can refer to the outdoor space available as part of a housing unit (for example, the backyard in the case of a detached house), the outdoor space available adjacent to the building (for example, backyards and playgrounds placed next to the apartment building), the outdoor space available as part of common recreational areas within a 10-minute walk from the housing unit (for example, parks, sports centres and similar sites) or outdoor space not available within a 10-minute walk.