



# Personal Form



Person No.  
(PNO)



## census

### Why a Census?

The Census is the only practical way to get information on how many people there are in each part of Australia, what they do and how they live.

### Collection authority

The information asked for is collected under the authority of the *Census and Statistics Act 1905*. Your co-operation is sought in completing this form.

### Confidentiality

Under the *Census and Statistics Act*, the ABS must not release any information you provide in a way which would enable an individual's or a household's data to be identified. The one exception is if you agree at Question 45 then your information will be provided to the National Archives of Australia for release in 99 years time. See page 14 of the Census Guide for more information.

### Help available

Refer to the Census Guide or ask your Collector or phone the Census Inquiry Service on 137 219.

### What you need to do

- Use this form to record details of this person in relation to census night, **Tuesday, 7 August 2001**.
- Your Collector will return between **8 August and 27 August** to collect your form.

### Who should use a Personal Form?

- Persons in accommodation such as hotels, hostels, hospitals, staff or student quarters.
- Households with more than six people. Details of the first six people will fit onto the Household Form. A Personal Form should be used for each extra person.
- Any person who, for privacy reasons, prefers a separate census form.

### How to answer

- Please use a **black or blue pen**.
- Most questions only need to be answered by **marking a box** like this:
- or writing a number like this:
- Please use **BLOCK** letters, and
- write like this, keeping each letter within the boxes provided.
- Please answer **all** the questions unless the form asks you not to.
- If you **do not know** an answer, give the best answer you can.
- Please take your time to complete the form and **refer to the Census Guide** for help if needed.
- Please do not fold or bend this form.

### 1 What is the address of this dwelling?

Please use **BLOCK** letters

Street number	
Street name	
Suburb, rural locality or town	
State/Territory	Postcode

**2 Name of this person.**

First or given name

Surname or family name

**3 Is this person male or female?**

- Mark one box, for example —.

Male

Female

**4 What was this person's age last birthday?**

- If age is less than one year, write '0'.
- Example, for a person aged 19 years: 1 9 Years

Years

100 years or more

**5 Residential status in this dwelling**

- For a person in, or visiting, a private home ► Go to 6
- For a person staying in accommodation such as a hotel, hostel, hospital, staff or student quarters on the night of 7 August 2001, mark one of the following:

**Residents in these premises**

Guest ► Go to 7

Patient ► Go to 7

Inmate ► Go to 7

Resident ► Go to 7

Other ► Go to 7

**Persons employed in these premises**

Owner, proprietor or manager ► Go to 7

Staff (e.g. porter, cook, teacher, warden) ► Go to 7

Family of owner, proprietor, manager or staff ► Go to 7

**6 Relationship**

- For a person staying in, or visiting, a private home on the night of 7 August 2001, mark how he or she is related to Person 1/Person 2 (as shown on the Household Form).

Husband or wife of Person 1

De facto partner of Person 1

Child of both Person 1 and Person 2

Child of Person 1 only

Child of Person 2 only

Unrelated flatmate or co-tenant of Person 1

Other relationship to Person 1 - please specify

**7 What is this person's present marital status?**

- 'Married' refers to registered marriages.
- Never married
- Widowed
- Divorced
- Separated but not divorced
- Married

**8 Where does this person usually live?**

- For persons who usually live in another country and who are visiting Australia for less than one year, mark 'Other country'.
- For other persons, 'usually live' means that address at which the person has lived or intends to live for a total of six months or more in 2001.
- For persons who now have no usual address, write 'no usual address'.
- For boarders at boarding school, give address at boarding school or college.

The address shown on the front of this form

Elsewhere in Australia – please specify address

Street number

Street name

Suburb, rural locality or town

State/Territory

Postcode

Other country

**9 Where did this person usually live one year ago (at 7 August 2000)?**

- If the person is less than one year old, leave blank.
- For persons who had no usual address on 7 August 2000, give the address at which they were then living.

Same as in question 8

Elsewhere in Australia – please specify address

Street number

Street name

Suburb, rural locality or town

State/Territory

Postcode

Other country

**10 Where did this person usually live five years ago (at 7 August 1996)?**

- If the person is less than five years old, leave blank.
- For persons who had no usual address on 7 August 1996, give the address at which they were then living.

Same as in question 8

Same as in question 9

Elsewhere in Australia – please specify address

Street number

Street name

Suburb, rural locality or town

State/Territory

Postcode

Other country

**11 Is this person an Australian citizen?**

Yes, Australian citizen

No

**12 In which country was this person born?**

- Mark one box.

Australia ► Go to 14

England

Scotland

New Zealand

Italy

Greece

Viet Nam

Other – please specify

**13 In what year did this person first arrive in Australia to live here for one year or more?**

Year

Will be in Australia less than one year

**14 Was this person's father born in Australia or overseas?**

Australia

Overseas

**15 Was this person's mother born in Australia or overseas?**

Australia

Overseas

**16 Is this person of Aboriginal or Torres Strait Islander origin?**

- For persons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes.

No

Yes, Aboriginal

Yes, Torres Strait Islander

**17 What is this person's ancestry?**

- For example, Vietnamese, Hmong, Dutch, Kurdish, Australian South Sea Islander, Maori, Lebanese.
- Provide more than one ancestry if necessary.
- See page 7 of the Census Guide for more information.

English

Irish

Italian

German

Greek

Chinese

Australian

Other – please specify

**18 What is this person's religion?**

- Answering this question is **OPTIONAL**.
- For example, Salvation Army, Hinduism, Judaism or Humanism.
- If no religion, mark last box.

Catholic

Anglican (Church of England)

Uniting Church

Presbyterian

Greek Orthodox

Baptist

Lutheran

Islam

Buddhism

Other – please specify

No religion

**19 Does this person speak a language other than English at home?**

- Mark one box only.
- If more than one language, write the one that is spoken most often.

No, English only ► Go to 21

Yes, Italian

Yes, Greek

Yes, Cantonese

Yes, Mandarin

Yes, Arabic

Yes, Vietnamese

Yes, other – please specify

**20 How well does this person speak English?**

Very well

Well

Not well

Not at all

**21** Did this person use a personal computer at home last week?

- No  
Yes

**22** Did this person use the Internet anywhere last week?

- Mark all applicable boxes.

- No  
Yes, at home  
Yes, at work  
Yes, elsewhere

**23** Is this person attending a school or any other educational institution?

- Include external or correspondence students.

- No ► **Go to 25**  
Yes, full-time student  
Yes, part-time student

**24** What type of educational institution is this person attending?

- Mark one box only.
- Include external or correspondence students.

**Pre-school**

**Infants/Primary school**

- Government  
Catholic  
Other non-government

**Secondary school**

- Government  
Catholic  
Other non-government

**Tertiary institution**

- Technical or further educational institution (including TAFE Colleges)  
University or other higher educational institution

**Other educational institution**

**25** Only continue for person aged 15 years or more

**26** What is the highest level of primary or secondary school this person has completed?

- Mark one box only.
- For persons who returned after a break to complete their schooling, mark the highest level completed when they last left.
- See page 10 of the Census Guide for more information about year equivalents.

- Still at school  
Did not go to school  
Year 8 or below  
Year 9 or equivalent  
Year 10 or equivalent  
Year 11 or equivalent  
Year 12 or equivalent

**27** Has this person completed a trade certificate or any other educational qualification?

- Mark one box only.
- See page 11 of the Census Guide for more information about the treatment of AQF or vocational certificates.

- No ► **Go to 32**  
No, still studying for first qualification ► **Go to 32**  
Yes, trade certificate/apprenticeship  
Yes, other qualification

**28** What is the level of the *highest* qualification this person has *completed*?

- For example, trade certificate, bachelor degree, associate diploma, certificate 2, advanced diploma.

Level of qualification

**29** What is the main field of study for this person's *highest* qualification *completed*?

- For example, plumbing, history, primary school teaching, beauty salon practice, civil works, hospitality management.

Field of study

**30** At which institution was this person's *highest* qualification *completed*?

- If completed overseas, also state which country.

Full name of institution

**31** In which year did this person *complete* their *highest* qualification?

Year study completed

**32** What is the gross income (including pensions and allowances) that this person usually receives each week from all sources?

- Mark one box only.
- Count all income including: family allowance, parenting payment, unemployment benefits, rental assistance, pensions, student allowance, maintenance (child support), workers' compensation, superannuation, wages, salary, overtime, commissions and bonuses, interest received, dividends, rents received (less expenses of operation), business or farm income (less expenses of operation).

- Do not deduct:** tax, superannuation, health insurance.
- See page 11 of the Census Guide for more information.

- \$1,500 or more per week (\$78,000 or more per year)  
\$1,000 - \$1,499 per week (\$52,000 - \$77,999 per year)  
\$800 - \$999 per week (\$41,600 - \$51,999 per year)  
\$700 - \$799 per week (\$36,400 - \$41,599 per year)  
\$600 - \$699 per week (\$31,200 - \$36,399 per year)  
\$500 - \$599 per week (\$26,000 - \$31,199 per year)  
\$400 - \$499 per week (\$20,800 - \$25,999 per year)  
\$300 - \$399 per week (\$15,600 - \$20,799 per year)  
\$200 - \$299 per week (\$10,400 - \$15,599 per year)  
\$160 - \$199 per week (\$8,320 - \$10,399 per year)  
\$120 - \$159 per week (\$6,240 - \$8,319 per year)  
\$80 - \$119 per week (\$4,160 - \$6,239 per year)  
\$40 - \$79 per week (\$2,080 - \$4,159 per year)  
\$1 - \$39 per week (\$1 - \$2,079 per year)  
Nil income  
Negative income

**33 Last week, did this person have a full-time or part-time job of any kind?**

- Mark one box only.
- A 'job' means any type of work including casual or temporary work or part-time work, if it was for one hour or more.
- See page 12 of the Census Guide for more information.

Yes, worked for payment or profit

Yes, but absent on holidays, on paid leave, on strike or temporarily stood down

Yes, unpaid work in a family business

Yes, other unpaid work ► **Go to 43**

No, did not have a job ► **Go to 43**

**34 In the main job held last week, was this person:**

- Mark one box only.
- If the person had more than one job last week then 'main job' refers to the job in which the person usually works the most hours.
- For a person working in their own limited liability (or Pty Ltd) company mark the first box.
- See page 12 of the Census Guide for more information.

A wage or salary earner?

Conducting own business with employees?

Conducting own business without employees?

A helper not receiving wages?

**35 In the main job held last week, what was this person's occupation?**

- Give full title.
- For example, Childcare Aide, Maths Teacher, Pastry Cook, Tanning Machine Operator, Apprentice Toolmaker, Sheep and Wheat Farmer.
- For public servants, state official designation and occupation.
- For armed services personnel, state rank and occupation.

Occupation

**36 What are the main tasks that this person *himself/herself* usually performs in that occupation?**

- Give full details.
- For example, looking after children at a day care centre, teaching secondary school students, making cakes and pastries, operating leather tanning machine, learning to make and repair tools and dies, running a sheep/wheat farm.
- For managers, state main activities managed.

Tasks or duties

**37 For the main job held last week, what was the employer's business name?**

- For self-employed persons, please print name of business.
- For teachers, print name of school.

Business name

**38 For the main job held last week, what was this person's workplace address?**

- For persons who usually worked from home, provide home address.
- For persons with no fixed place of work:
  - if this person usually travels to a depot to start work, provide depot address;
  - otherwise write 'no fixed address'.
- This information is used to calculate daytime populations and to plan transport activities.

Street number

Street name

Suburb, rural locality or town

State/Territory

Postcode

**39 Which best describes the *business* of the employer?**

- Mark one box only.
- If 'Other' is marked, please specify (e.g. Agriculture, Transport, Insurance, Education).

Manufacturing

Wholesaling

Retailing (incl. Take-aways)

Accommodation, Cafes & Restaurants

Community & Health Services

Other – please specify

**40 What are the *main* goods produced or *main* services provided by the employer's *business*?**

- Describe as fully as possible, using two words or more.
- For example, wheat and sheep, bus charter, health insurance, primary school education, civil engineering consultancy service, house building, steel pipes.

Goods produced/services provided

**41 Last week, how many hours did this person work in all jobs?**

- Subtract any time off, add any overtime or extra time worked.

None

Hours worked

**42 How did this person get to work on Tuesday, 7 August 2001?**

- If the person used more than one method of travel to work, mark all methods used.
- See page 14 of the Census Guide for more information.

- Train
- Bus
- Ferry
- Tram (including Light Rail)
- Taxi
- Car – as driver
- Car – as passenger
- Truck
- Motorbike or motor scooter
- Bicycle
- Walked only
- Worked at home
- Other
- Did not go to work

**43 Did this person actively look for work at any time in the last four weeks?**

- Examples of actively looking for work include: being registered with Centrelink as a job seeker; checking or registering with any other employment agency; writing, telephoning or applying in person to an employer for work; or advertising for work.

No, did not look for work ► Go to 45

Yes, looked for full-time work

Yes, looked for part-time work

**44 If this person had found a job, could the person have started work last week?**

- Yes, could have started work last week
- No, already had a job to go to
- No, temporarily ill or injured
- No, other reason

**45 Does this person agree to his/her name and address and other information on this form being kept by the National Archives of Australia and then made publicly available after 99 years?**

- Answering this question is **OPTIONAL**.
- A person's name-identified information will not be kept where a person does not agree or the answer is left blank.
- See page 14 of the Census Guide for more information.

Yes, agrees

No, does not agree

**46 Finished?**

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

Signature

Date

**Thank you for completing this form.  
Australian Statistician**

**Collector's Use Only**

CD Number	Record No. (RNO)	
State		
	0	
	1	
	2	
	3	
<b>A Private Dwellings Only</b>	4	
Person No. (PNO)	5	
	6	
	7	
	8	
	9	
	CF	
	1	
	2	
	3	
<b>B Non-Private and Other Dwellings Only</b>		
Summary Form No. (SFNO)	Household No. (ODNO)	Person No. (PNO)
	0	0
	1	1
	2	2
	3	3
	4	4
	5	5
	6	6
	7	7
	8	8
	9	9

**Office Use Only**

MF	TF
1	1
2	
3	