

**15<sup>TH</sup>**

## Aiuto alla compilazione in lingua inglese

### English guide to the completion of the Census form



09<sup>TH</sup> OCTOBER  
**GENERAL POPULATION  
 AND HOUSING CENSUS**

LAW NO. 122 OF 30TH JULY 2010, ART. 50

What do I need to do?



fill in the questionnaire on the Internet. Visit  
<http://censimentopopolazione.istat.it> and enter the password  
 shown in the rectangle in the bottom right



or

fill in the questionnaire with a black or blue ballpoint pen (do not use a red pen)  
 and place it in the enclosed envelope

and then

hand it in  
at a post office

or



it in directly to one  
 of the collection  
 centres set up  
 in your municipality

For addresses and telephone numbers, visit the  
<http://censimentopopolazione.istat.it>  
 or call the freephone number 800.069.701

Am I required  
 to respond?

Yes. The obligation to respond to the Census is enforced by art. 7 of Legislative Decree no. 322/1989.

Is my privacy  
 guaranteed?

Yes. All responses are protected by the laws on privacy (Legislative Decree no. 196 of 30th June 2003). All Census staff are bound to professional secrecy.

Who can I  
 contact  
 in case of  
 difficulty?

For any clarification you may require, please call the freephone number **800.069.701**  
 The service is available from 01<sup>st</sup> October 2011 to 29<sup>th</sup> February 2012 (excluding 25<sup>th</sup> December 2011 and 01<sup>st</sup> January 2012), including Saturdays and Sundays, from 9 am to 7 pm and from 09<sup>th</sup> October to 19<sup>th</sup> November 2011 from 8 am to 10 pm.  
 You can also write to the following email address: **infocens2011@istat.it**  
 To receive assistance while completing the form you may visit one of the collection centres set up in your municipality. Their addresses are available on the website <http://censimentopopolazione.istat.it>

We may need to contact you if we have questions about your information. To make it easier to contact you  
 and avoid the inconvenience of a personal visit by one of our staff, please provide the following information:

email

tel.

Preferred time of day to be contacted

from   :   to   :

hour      minutes                      hour      minutes

**Password**

xxxxxxxxxxxxxx

**Who fills in the Household form?** The responses on the Household form should refer to the date of the Census (09<sup>th</sup> October 2011) and be filled in by the listed Head of household (i.e. the person under whose name the household is registered in the Public Records Office) or, if this is not possible, by another household member or by someone who resides in the dwelling temporarily or occasionally and is present on the date of the Census.

**What is meant by household?** A group of individuals linked by marriage, kinship, affinity, adoption, legal guardianship or personal ties and who cohabit and share a usual place of residence (whether or not already registered as local residents at the local Public Records Office).  
**A household may consist of a single individual.**

**What do I need to fill in?** LIST A is for all household members, i.e. each and every individual who uses this dwelling as his/her usual place of residence, whether physically present on the date of the Census or not;  
LIST B is for anyone who is present in the dwelling on a temporary or occasional basis on the day of the Census;  
Section I contains questions about the household and dwelling;  
Section II consists of 3 Individual forms (with multiple pages each) containing questions for each individual household member. In Section II, an Individual form should be filled in by each individual from List A in the same order in which they are listed in List A.

**Important!** **If this dwelling serves as the usual place of residence for multiple households, each household should fill in a separate Household form.**

Contact the nearest Municipal Collection Centre if you need more Lists and/or Individual forms

**Certain individuals may also appear on a second Household form, for another dwelling.** For instance, an individual from LIST B who is living temporarily in this dwelling (visiting student, weekly commuter, etc.) should also fill in LIST A and SECTION II of the Household form for the dwelling that serves as their usual place of residence.

## GETTING STARTED Completing the Lists

### LIST A

LIST A **should list each individual who is both a household member and:**

- ▶ **an Italian citizen using this dwelling as a usual place of residence, even if physically absent on the date of the Census, or**
- ▶ **a foreign citizen using this dwelling as a usual place of residence and who is either registered in the Public Records Office or in possession of regular documentation for staying in Italy, even if physically absent on the date of the Census.**<sup>1</sup>

Household members should be entered in **LIST A:**

- ▶ **Head of household on the Household form** (individual under whose name the household is officially registered);
- ▶ **Spouse or cohabiting partner (partner) of the head of household;**
- ▶ **Unmarried children** (from oldest to youngest);
- ▶ **Married children and their family members;**
- ▶ **Other relatives or kin of the head of household on the Household form** (father/mother, father-/mother-in-law, brother/sister, brother-/sister-in-law, grandchildren, grandfather/grandmother, uncle, aunt);
- ▶ **Other cohabitants with no personal ties, kinship or affinity.**

Each household member will be assigned a 2-digit number (person code) corresponding to their position on the list (01 - 08). The Individual forms in Section II should be filled out in the same order.

If the household consists of **one** individual only (one-person household), **only** the first line (person code 01) of **LIST A** needs to be filled in.

<sup>1</sup> For citizens of Countries outside the European Union, valid entitlement to stay in Italy includes waivers on entry (nulla osta all'ingresso) into Italy for work or family reunification, requests for residency permit renewals and requests for first-time residency permits.

### LIST B

LIST B **should list any individuals who do not use this dwelling as their usual place of residence, but who are present in this dwelling on 09<sup>th</sup> October 2011 on a temporary or occasional basis** (e.g. visiting tourists, short vacations, short-term medical treatments, visiting friends or relatives, etc.).

**N.B.** For these individuals, the questionnaire concludes with the completion of **LIST B**.

## Important

After completing LIST A (and LIST B, if necessary), proceed with filling in the questionnaire itself. Instructions are provided on page 4.

Head of household on Household form

**LIST A** | Individuals for whom the dwelling is the usual place of residence (household members)

Please print

| Person code<br>di persona | Last and first name | Gender                            | Date of birth  | Place of birth<br>(Specify the municipality of birth.<br>If born abroad, specify the foreign country) | Citizenship                                     | Individual<br>information        |
|---------------------------|---------------------|-----------------------------------|----------------|---|---|----------------------------------|
| 01                        | Last name           | 1 <input type="checkbox"/> Male   |                |   | 1 <input type="checkbox"/> Italian              | From page 6<br>to page 10        |
|                           | First name          | 2 <input type="checkbox"/> Female | day month year |   | 2 <input type="checkbox"/> Foreign or stateless |                                  |
| 02                        | Last name           | 1 <input type="checkbox"/> Male   |                |   | 1 <input type="checkbox"/> Italian              | From page 11<br>to page 15       |
|                           | First name          | 2 <input type="checkbox"/> Female | day month year |   | 2 <input type="checkbox"/> Foreign or stateless |                                  |
| 03                        | Last name           | 1 <input type="checkbox"/> Male   |                |   | 1 <input type="checkbox"/> Italian              | From page 16<br>to page 20       |
|                           | First name          | 2 <input type="checkbox"/> Female | day month year |   | 2 <input type="checkbox"/> Foreign or stateless |                                  |
| 04                        | Last name           | 1 <input type="checkbox"/> Male   |                |   | 1 <input type="checkbox"/> Italian              | Additional<br>individual<br>form |
|                           | First name          | 2 <input type="checkbox"/> Female | day month year |   | 2 <input type="checkbox"/> Foreign or stateless |                                  |
| 05                        | Last name           | 1 <input type="checkbox"/> Male   |                |   | 1 <input type="checkbox"/> Italian              | Additional<br>individual<br>form |
|                           | First name          | 2 <input type="checkbox"/> Female | day month year |   | 2 <input type="checkbox"/> Foreign or stateless |                                  |
| 06                        | Last name           | 1 <input type="checkbox"/> Male   |                |   | 1 <input type="checkbox"/> Italian              | Additional<br>individual<br>form |
|                           | First name          | 2 <input type="checkbox"/> Female | day month year |   | 2 <input type="checkbox"/> Foreign or stateless |                                  |
| 07                        | Last name           | 1 <input type="checkbox"/> Male   |                |   | 1 <input type="checkbox"/> Italian              | Additional<br>individual<br>form |
|                           | First name          | 2 <input type="checkbox"/> Female | day month year |   | 2 <input type="checkbox"/> Foreign or stateless |                                  |
| 08                        | Last name           | 1 <input type="checkbox"/> Male   |                |   | 1 <input type="checkbox"/> Italian              | Additional<br>individual<br>form |
|                           | First name          | 2 <input type="checkbox"/> Female | day month year |   | 2 <input type="checkbox"/> Foreign or stateless |                                  |

**IMPORTANT:** Households with more than three members should contact the nearest Municipal Collection Centre

**LIST B** | Individuals for whom the dwelling is NOT the usual place of residence and who are temporarily or occasionally present in the dwelling on the date of the Census (09<sup>th</sup> October 2011)

| Person code | Gender                            | Date of birth  | Place of birth                    | Usual residence                   | Citizenship                                     |
|-------------|-----------------------------------|----------------|-----------------------------------|-----------------------------------|---|
| 01          | 1 <input type="checkbox"/> Male   |                | 1 <input type="checkbox"/> Italy  | 1 <input type="checkbox"/> Italy  | 1 <input type="checkbox"/> Italian              |
|             | 2 <input type="checkbox"/> Female | day month year | 2 <input type="checkbox"/> Abroad | 2 <input type="checkbox"/> Abroad | 2 <input type="checkbox"/> Foreign or stateless |
| 02          | 1 <input type="checkbox"/> Male   |                | 1 <input type="checkbox"/> Italy  | 1 <input type="checkbox"/> Italy  | 1 <input type="checkbox"/> Italian              |
|             | 2 <input type="checkbox"/> Female | day month year | 2 <input type="checkbox"/> Abroad | 2 <input type="checkbox"/> Abroad | 2 <input type="checkbox"/> Foreign or stateless |
| 03          | 1 <input type="checkbox"/> Male   |                | 1 <input type="checkbox"/> Italy  | 1 <input type="checkbox"/> Italy  | 1 <input type="checkbox"/> Italian              |
|             | 2 <input type="checkbox"/> Female | day month year | 2 <input type="checkbox"/> Abroad | 2 <input type="checkbox"/> Abroad | 2 <input type="checkbox"/> Foreign or stateless |

Date filled in

day month **2 0 1** year

signature of individual who filled in the form

**IMPORTANT:** If more than three individuals are present for whom the dwelling is not the usual place of residence, contact the nearest Municipal Collection Centre.

**CONTINUE**  
By fill in the Sections

1. Fill in **Section I** by answering the household and dwelling questions.
2. Fill in **Section II**. An Individual form should be filled in for **each household member from List A**.  
The Individual forms in **Section II** should be filled in in the same order that household members are listed in List A.

*For example, if List A lists the following individuals in this order – Mr. Rossi (person code 01) and Mrs. Bianchi (person code 02), then the Individual form for person 01 (starting on p. 6 of Section II) should refer to Mr. Rossi, while the Individual form for person 02 (starting on p. 11 of Section II) should refer to Mrs. Bianchi.*

If the household consists of **one** single individual (one-person household), then **only** the questions on the person 01 Individual form (starting on p. 6 of Section II) should be filled in.

**General information:**

- ▶ Sections I and II of the Household form have been divided into different “points”, each of which includes multiple questions. Please read each question carefully as well as any notes that are highlighted or in parentheses.
- ▶ Only one single box should be checked for each question, except when explicitly indicated that multiple responses are allowed.
- ▶ For questions that are not applicable to the individual to whom the Individual form refers (e.g. questions for ages 15 and over), do not check any boxes or make any notes or marks of any kind.

**Important**

To answer the questions properly, please refer to the Guide to filling in the questionnaire that has been included with the questionnaire. This will save time and help you avoid making mistakes.

**Instructions for filling in the questionnaire:**

- ▶ The Household form was designed to be read with an optical scanner that is unable to read certain colours, so it is important to use a black or blue ballpoint pen to fill in your answers.
- ▶ Most questions involve marking the selected box with a simple X.  
**N.B.** It is extremely important not to make any marks in!

Example: 02  Spouse of the head of household

If you make a mistake, black out the incorrect box and mark the correct box with an ‘X’.

Example: 1  In Italy      2  Abroad

- ▶ Some questions require you to write out numbers or words as clearly as possible, printing in capital letters and entering no more than one letter per box. The characters need to be separate and distinct from one another. Please be careful not to write anywhere outside the designated boxes.

Example of correct completion

|     |   |   |       |   |   |      |   |   |   |   |   |   |  |   |   |   |   |   |   |   |   |   |  |  |
|-----|---|---|-------|---|---|------|---|---|---|---|---|---|--|---|---|---|---|---|---|---|---|---|--|--|
| 1   | 4 | / | 0     | 5 | / | 1    | 9 | 6 | 4 | S | A | N |  | G | I | M | I | G | N | A | N | O |  |  |
| day |   |   | month |   |   | year |   |   |   |   |   |   |  |   |   |   |   |   |   |   |   |   |  |  |

Example of incorrect completion

|     |   |   |       |   |   |      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |  |  |
|-----|---|---|-------|---|---|------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|--|--|--|--|
| 1   | 4 | / | 0     | 5 | / | 1    | 9 | 6 | 4 | S | . | G | i | m | i | g | n | a | n | o |  |  |  |  |
| day |   |   | month |   |   | year |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |  |  |

Examples of common completion errors

- |  |   |  |   |   |  |  |
|--|---|--|---|---|--|--|
|  |  | Characters too big                                   |  |  |  | Rounded characters (such as 6, 9 and 0) need to be fully closed  |
| NO   | YES   |  | NO  | NO  | NO   |  |
|  |  | The number 4 needs to be left open at the top        |  |  |  | Each segment in letters like E and F needs to be fully connected |
| NO   | YES   |  | NO  | NO  | NO   |  |
|  |  | The number 1 should be written without the lower bar |   |   |  |  |
| NO   | YES   |  |   |   |  |  |

## INFORMATION ABOUT HOUSEHOLD AND DWELLING

### 1.1 Indicate the type of dwelling

- 1  Housing
  - 2  Other type of dwelling (shed, trailer, camper, etc.)
  - 3  Accommodation at diplomatic or consular centres
  - 4  Collective residential structure (hotel, rest home, etc.)
- } go to quest. 1.3  
➔ go to quest. 1.5

### 1.2 What is the size of the dwelling?

Indicate the total interior surface area of the dwelling, which is the total floor surface of all rooms. Include bathrooms, kitchens and accessory areas, but do not include any terraces, balconies or associated structures (e.g. basement, attic, garage)

square metres  
 (rounded, no decimal place)

### 1.3 The dwelling is inhabited by

- 1  One household only ➔ go to quest. 1.5
- 2  Two or more households that cohabit

### 1.4 Enter the information for the other cohabiting households

(questionnaire code, last and first name of the head of household on the Household form)

| Questionnaire code* (cohabiting household(s))  | Last name – head of household   | First name – head of household  |
|--|---|---|
| <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> | <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> | <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> |
| <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> | <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> | <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> |
| <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> | <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> | <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 30px; height: 20px; border: 1px solid black;" type="text"/> |

\* The questionnaire code is found on the first page of the questionnaire.

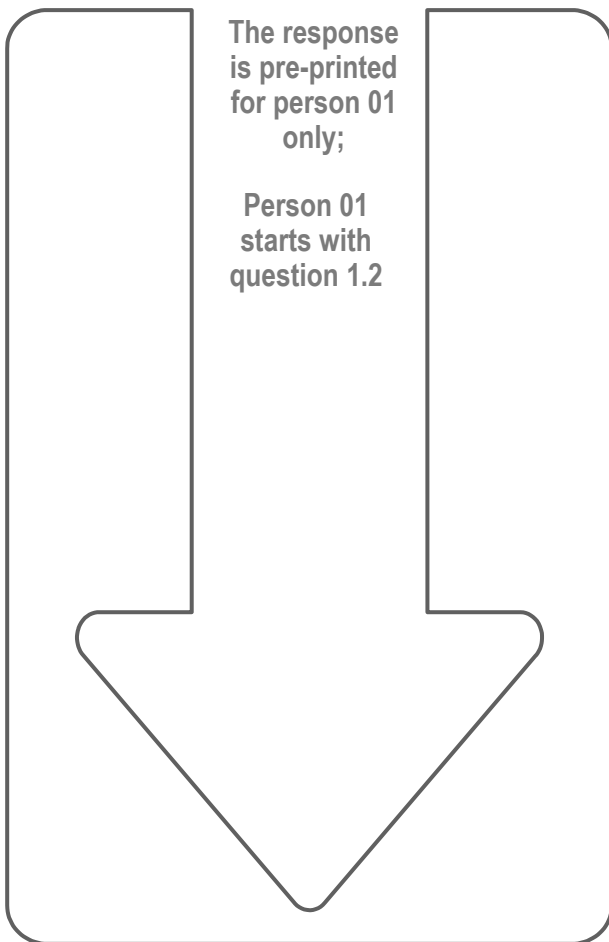
### 1.5 In what capacity does your household occupy the dwelling?

- 1  Own property (full or partial), right of use or subsidised housing
- 2  Rental
- 3  Other right (free of charge, in exchange for services, etc.)

**1 PERSONAL INFORMATION**

**1.1 Kinship or cohabitation relationship with the head of household on the Household form**

01  Head of household on the Household form



**1.2 Gender**

- 1  Male  
2  Female

**1.3 Date of birth**

/   /      
day month year

**1.4 Place of birth**

- 1  In this municipality
- 2  In a different Italian municipality ↓ specify the municipality and the abbreviation for the province
- |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
- prov.
- 3  Abroad ↓ specify the foreign country
- |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

**THE HEAD OFHOUSEHOLD ANSWERS QUESTION 1.5 ONLY IF THE FIRST PAGE OF THE HOUSEHOLD FORM DOES NOT BEAR A PREPRINTED ADDRESS**

**1.5 Are you registered in the Public Records Office of this municipality?**

[The municipality of registration is where your identification documents and basic public records (e.g. birth certificate, civil status, etc.) can be retrieved]

- 1  Yes, in this dwelling
- 2  Yes, but in a different dwelling or cohabitation
- 3  No, in a different Italian municipality ↓ specify the municipality and the abbreviation for the province
- |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
- prov.
- 4  No, not in any Italian municipality

**2 MARITAL STATUS AND MARRIAGES**

**2.1 Marital status**

- 1  Single → go to quest. 3.1
- 2  Married
- 3  De facto separated
- 4  De jure separated
- 5  Divorced
- 6  Widow(er)

**2.2 Month and year the marriage took place**

[If married more than once, refer to your most recent marriage]

/   
month year

**2.3 Marital status prior to most recent marriage**

- 1  Single
- 2  Divorced
- 3  Widow(er)

**3 CITIZENSHIP**

**3.1 What citizenship do you have?**

[If you have other citizenships (in addition to Italian), check box 1 only ("Italian")]

- 1  Italian → go to quest. 3.2
- 2  Foreign ↓ specify the foreign country of citizenship and go to quest. 3.4

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

- 3  Stateless (no citizenship) → go to quest. 3.4

**3.2 Have you had Italian citizenship since birth?**

- 1  Yes → go to quest. 3.4
- 2  No ↓

**3.3 How did you obtain Italian citizenship?**

- 1  By marriage
- 2  Other

specify the foreign country of your previous citizenship

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**3.4 Where was your mother born?**

[Indicate your mother's birthplace, whether or not she is a usual resident of this dwelling, or deceased]

- 1  In Italy
- 2  Abroad ↓ specify the foreign country of birth

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**3.5 Where was your father born?**

[Indicate your father's birthplace, whether or not he is a usual resident of this dwelling, or deceased]

- 1  In Italy
- 2  Abroad ↓ specify the foreign country of birth

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |





INDIVIDUALS AGED 15 AND OVER PROCEED WITH QUESTION 6.1  
INDIVIDUALS AGED UNDER 15 PROCEED WITH QUESTION 7.1

**6 VOCATIONAL OR NON-VOCATIONAL STATUS**

**6.1 Did you work for at least one hour during the week preceding the date of the census (October 02<sup>nd</sup> – 08<sup>th</sup>)?**

[It is considered work if you were or will be paid, or if it was unpaid but regular work with the business of a family member]

1  Yes ➔ go to quest. 7.1

2  No

**6.2 Did you have a job from which you were absent during the week of October 02<sup>nd</sup> – 08<sup>th</sup>?**

(for example, due to illness, vacation, temporary layoff fund (Cassa Integrazione Guadagni), reductions in business activity, etc.)

1  Yes ➔ go to quest. 7.1

2  No

**6.3 During the period from September 11<sup>th</sup> - October 08<sup>th</sup>, were you actively seeking employment or did you set up the means to start your own business?**

1  Yes

2  No ➔ go to quest. 6.6

**6.4 If you had the chance, would you be willing to start working within the next two weeks?**

1  Yes

2  No ➔ go to quest. 6.6

**6.5 Have you ever had a paying job or worked as a family worker?**

1  Yes

2  No

} go to quest. 7.1

**6.6 During the week of October 02<sup>nd</sup> – 08<sup>th</sup>, you were**

[If you fit more than one of these categories, check the first one that appears on the list. For example, if you are both a housewife and you collect a retirement pension, check box 1]

1  A recipient of one or more pensions for previous work activity or recipient of unearned income (returns on property or equities)

2  A student

3  A homemaker

4  Other



**1 PERSONAL INFORMATION**

**1.1 Kinship or cohabitation relationship with the head of household on the Household form**

- 02  Spouse of the head of household
- 03  Cohabiting partner (partner) of the head of household
- 04  Son/daughter of the head of household and spouse/partner
- 05  Son/daughter of the head of household only
- 06  Son/daughter of the spouse/partner only
- 07  Parent (or spouse/partner of a parent) of the head of household
- 08  Father-/mother-in-law of the head of household
- 09  Brother/sister of the head of household
- 10  Brother/sister of the spouse/partner
- 11  Spouse/partner of a brother/sister of the head of household or of a brother/sister of the spouse/partner
- 12  Son-/daughter-in-law (spouse/partner of a son/daughter) of the head of household and/or the spouse/partner
- 13  Grandchild (son/daughter of a son/daughter) of the head of household and/or spouse/partner
- 14  Nephew/niece (son/daughter of a brother/sister) of the head of household and/or spouse/partner
- 15  Grandmother/grandfather of the head of household or spouse/partner
- 16  Other relative of the head of household and/or spouse/partner
- 17  Other cohabitant without any personal or kinship ties or affinities

**1.2 Gender**

- 1  Male
- 2  Female

**1.3 Date of birth**

/   /      
day month year

**1.4 Place of birth**

- 1  In this municipality
  - 2  In a different Italian municipality
- ↓ specify the municipality and the abbreviation for the province
- |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
- prov.
- 3  Abroad ↓ specify the foreign country
- |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

**1.5 Are you registered in the Public Records Office of this municipality?**

[[The municipality of registration is where your identification documents and basic public records (e.g. birth certificate, civil status, etc.) can be retrieved]

- 1  Yes, in this dwelling
  - 2  Yes, but in a different dwelling or cohabitation
  - 3  No, in a different Italian municipality
- ↓ specify the municipality and the abbreviation for the province
- |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
- prov.
- 4  No, not in any Italian municipality



**2 MARITAL STATUS AND MARRIAGES**

**2.1 Marital status**

- 1  Single ➔ go to quest. 3.1
- 2  Married
- 3  De facto separated
- 4  De jure separated
- 5  Divorced
- 6  Widow(er)

**2.2 Month and year the marriage took place**

[If married more than once, refer to your most recent marriage]

|       |  |   |      |  |  |  |  |  |
|-------|--|---|------|--|--|--|--|--|
|       |  | / |      |  |  |  |  |  |
| month |  |   | year |  |  |  |  |  |

**2.3 Marital status prior to most recent marriage**

- 1  Single
- 2  Divorced
- 3  Widow(er)

**3 CITIZENSHIP**

**3.1 What citizenship do you have?**

[If you have other citizenships (in addition to Italian), check box 1 only ("Italian")]

- 1  Italian ➔ go to quest. 3.2
- 2  Foreign ➔ specify the foreign country of citizenship and go to quest. 3.4

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

- 3  Stateless (no citizenship) ➔ go to quest. 3.4

**3.2 Have you had Italian citizenship since birth?**

- 1  Yes ➔ go to quest. 3.4
- 2  No ↓

**3.3 How did you obtain Italian citizenship?**

- 1  By marriage
- 2  Other

specify the foreign country of your previous citizenship

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**3.4 Where was your mother born?**

[Indicate your mother's birthplace whether or not she is a usual resident of this dwelling, or deceased]

- 1  In Italy
- 2  Abroad ↓ specify the foreign country of birth

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**3.5 Where was your father born?**

[Indicate your father's birthplace whether or not he is a usual resident of this dwelling, or deceased]

- 1  In Italy
- 2  Abroad ↓ specify the foreign country of birth

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**4 PRIOR PRESENCE AND DWELLING**

**4.1 Where were you living as of the date of the census (09<sup>th</sup> October 2011)?**

- 1  In this dwelling
- 2  In this municipality, but in a different dwelling or cohabitation (e.g. friends/relative's house, military barracks, hospital)
- 3  In a different Italian municipality
- 4  Abroad

FOR AGES 1 (YEAR) AND OVER

**4.2 Where was your usual place of residence one year ago (09<sup>th</sup> October 2010)?**

- 1  In this dwelling
- 2  In this municipality, but in a different dwelling or cohabitation
- 3  In a different Italian municipality ↓ specify the municipality and the abbreviation for the province

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

prov.

- 4  Abroad ↓ specify the foreign country
- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

FOR AGES 5 AND OVER

**4.3 Where was your usual place of residence five years ago (09<sup>th</sup> October 2006)?**

- 1  In this dwelling
- 2  In this municipality, but in a different dwelling or cohabitation
- 3  In a different Italian municipality ↓ specify the municipality and the abbreviation for the province

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

prov.

- 4  Abroad ↓ specify the foreign country
- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

AGES 6 AND OVER SHOULD PROCEED WITH QUESTION 5.1  
INDIVIDUALS UNDER THE AGE OF 6 SHOULD PROCEED WITH QUESTION 7.1

**5 EDUCATION**

**5.1 What is the highest educational qualification you have attained from among those listed below?**

- 01  No formal education and can neither read nor write
- 02  No formal education but can both read and write
- 03  Elementary school qualification (or equivalent)
- 04  Middle school (or vocational school) qualification
- 05  High school diploma (2-3 years)
- 06  High school diploma (4-5 years)
- 07  Diploma from the Academy of Fine Arts, Dramatic Arts, ISIA, etc., Conservatory (former system)
- 08  University degree (2-3 years) under the former system (including schools dedicated to specialised programmes and vocationally-oriented community colleges)
- 09  Academic diploma of Higher Artistic, Music and Dance Training (A.F.A.M.), level I
- 10  Three-year degree (level I) under the new system
- 11  Academic degree of Higher Artistic, Music or Dance Training (A.F.A.M.), level II
- 12  Degree (4-6 years) under the former system, single-cycle specialistica/magistrale degrees under the new system, two-year specialised degree (level II) under the new system

FOR INDIVIDUALS WHO CHECKED ONE OF BOXES 07 THROUGH 12 IN QUESTION 5.1

**5.2 Have you attained any post-graduate or post-diploma A.F.A.M. qualifications?**

- 1  Yes  $\rightarrow$
- 2  No

**5.3 Specify any qualifications attained**  
(multiple responses allowed)

- 1  Level I master's degree
- 2  Level II master's degree
- 3  Specialisation school
- 4  Research doctorate

INDIVIDUALS AGED 15 AND OVER PROCEED WITH QUESTION 6.1  
INDIVIDUALS AGED UNDER 15 PROCEED WITH QUESTION 7.1

**6 VOCATIONAL OR NON-VOCATIONAL STATUS**

**6.1 Did you work for at least one hour during the week preceding the date of the census (October 02<sup>nd</sup> – 08<sup>th</sup>?)**

[It is considered work if you were or will be paid, or if it was unpaid but regular work with the business of a household member]

1  Yes ➔ go to quest. 7.1

2  No

**6.2 Did you have a job from which you were absent during the week of October 02<sup>nd</sup> – 08<sup>th</sup>?**

(for example, due to illness, vacation, temporary layoff fund (Cassa Integrazione Guadagni), reductions in business activity, etc.)

1  Yes ➔ go to quest. 7.1

2  No

**6.3 Were you actively seeking employment or doing preparatory work to establish your own business during the period of September 11<sup>th</sup> – October 08<sup>th</sup>?**

1  Yes

2  No ➔ go to quest. 6.6

**6.4 If you had the chance, would you be willing to start working within the next two weeks?**

1  Yes

2  No ➔ go to quest. 6.6

**6.5 Have you ever had a paying job or worked as a family worker?**

1  Yes } go to quest. 7.1

2  No }

**6.6 During the week of October 02<sup>nd</sup> – 08<sup>th</sup>, you were**

[If more than one of these categories fits you, check the first one that appears on the list. For example, if you are both a homemaker and you collect a retirement pension, check box 1]

1  A recipient of one or more pensions for previous work activity or recipient of unearned income (returns on property or equities)

2  A student

3  A homemaker

4  Other

**7 PLACE OF WORK OR STUDY**

**7.1 Do you go to a usual place of study or work every day?**

- 1  Yes, I go to a place of study (vocational training courses included)
  - 2  Yes, I go to a place of work
  - 3  No, because I study at home
  - 4  No, because I work from home
  - 5  No, because I have no fixed workplace (fill-ins/substitutes, sales representatives, etc.)
  - 6  No, because I am neither working nor studying nor attending any vocational training courses
- } go to quest. 7.2
- } this individual form ends here

**7.2 Where is your usual place of work or study located?**

[Student-workers should indicate the address of the place of work, not the place of study. If you work on a means of transportation (drivers, railway engineers, tram drivers, pilots, sailors, etc.), indicate the address where the service is based (parking lot, station, depot, airport, port, etc.)]

- 1  In this municipality
  - 2  In a different Italian municipality
- specify the municipality and the abbreviation for the province
- prov.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**7.3 Write out the address without using any abbreviations**  
(for example, PIAZZA GIUSEPPE VERDI 1)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**7.4 What dwelling do you leave from when you set out for your usual place of work or study each day?**

- 1  This dwelling
  - 2  A different dwelling
- ➔ this individual form ends here

**7.5 After your work or study, is this the dwelling you return to on a daily basis?**

- 1  Yes
- 2  No

## **STATISTICAL SECRECY, OBLIGATION TO RESPOND, PROTECTING THE CONFIDENTIALITY AND RIGHTS OF PARTICIPANTS**

- Regulation (EC) no. 763 of 09<sup>th</sup> July 2008 - "Regulation of the European Parliament and of the Council concerning the population and housing census";
- Decree no. 78 of 31<sup>st</sup> May 2010, converted with amendments into Law no. 122 of 20<sup>th</sup> July 2010 - "Urgent measures concerning financial stabilization and economic competitiveness" - article 50 (Census);
- "General Plan for the 15<sup>th</sup> General Population and Housing Census," adopted with Resolution of the President of the National Statistical Institute no. 6/11/PRES (Official Gazette, 08<sup>th</sup> March 2011 - General Series - no. 55);
- Legislative Decree no. 322 of 06<sup>th</sup> September 1989, and subsequent amendments and additions - "Regulations on the National Statistical System and the reorganization of the National Statistical Institute" – article 6-bis (processing of personal data), 7 (obligation to provide statistical data), 8 (professional secrecy of staff of statistics offices), 9 (provisions for the protection of statistical secrecy), 11 (administrative fines), 13 (National Statistical Programme);
- Presidential Decree no. 166 of 07<sup>th</sup> September 2010 "Regulation regarding the reorganization of the National Statistical Institute";
- Presidential Decree no. 223 of 30<sup>th</sup> May 1989, "Approval of new regulations regarding population records";
- Legislative Decree no. 196 of 30<sup>th</sup> June 2003, "Code concerning the protection of personal data" – article 2 (purposes), 4 (definitions), 7-10 (rights of the data subject), 13 (information), 28-30 (people who process the data), 104-110 (processing for statistical or scientific purposes);
- "Code of ethics and good conduct for the processing of personal data for the purposes of statistics and scientific research carried out within the context of the National Statistical System," in particular article 7 (notice communication to data subjects who do not form part of the National Statistical System) and article 8 (communication of data between Sistan subjects) (Annex A.3 of the Code concerning the protection of personal data - Legislative Decree no. 196 of 30<sup>th</sup> June 2003);
- Prime Ministerial Decree of 31<sup>st</sup> March 2011 – "Approval of three-year national statistical programme 2011-2013," and related provisions pursuant to article 7 of Legislative Decree no. 322 of 1989, containing respectively the list of surveys to which the obligation to respond applies to private subjects and the list of surveys for which provision is made for the application of fines in the event of violation of said obligation.





SP/812.2011

Rome, 11<sup>th</sup> July 2011

Dear Sir/Madam,

I am sending you this letter to inform you that the National Statistical Institute (ISTAT), the organisation which produces Italian public statistics and reports to the European Union, will conduct, during the month of October 2011, the **15<sup>th</sup> General population and housing census**, as scheduled under the 2011-2013 National Statistical Programme (code IST-02406).

The nationwide Census, which is conducted every ten years, constitutes a significant survey which will make it possible to learn about the demographic and social structure of Italy and its regions, to acquire useful information for a better understanding of the world in which we live and for Institutions, businesses and individual citizens to be able to make more informed choices. Indeed, it will be we citizens who play the leading role in the survey, and everyone's cooperation will be valuable. Furthermore, some of the data will also be used by the Municipalities in order to revise their population registers. You are therefore invited to contribute to the success of this important, delicate survey by answering – if possible via Internet – the questions contained in the questionnaire, which you will find enclosed with this letter together with the *guide to filling in the questionnaire*. As the reference date of the Census is **09<sup>th</sup> October 2011**, I would ask you not to fill in the questionnaire before that date.

I would like to reassure you regarding the protection of the data and information with which you provide us by answering the various questions. The data collected during the General population and housing census, in fact, are protected by provisions concerning statistical secrecy and subject to the personal data protection code (Legislative Decree no. 196/2003). We would like to make clear that these data, when processed both for the census and on subsequent occasions, may be used exclusively for statistical purposes by subjects within the National Statistical System and by census organisations and may be communicated for the purposes of scientific research in accordance with the conditions and procedures provided for by article 7 of the Code of ethics for the processing of personal data for statistical purposes.

ISTAT is legally obliged to conduct the Population and housing census and citizens are obliged to take part in it. The obligation to provide a response and the application of fines in the event of this obligation being violated are governed by articles 7 and 11 of Legislative Decree no. 322/1989 and subsequent amendments and additions. In addition I should inform you that census data may be published, without direct identification details, with counts of fewer than three units, with the exclusion of data of a sensitive nature.

The data controller for personal data is ISTAT – Istituto Nazionale di Statistica (National Statistical Institute), Via Cesare Balbo 16 – 00184 Rome; the data processor for ISTAT is the Central Director for General Censuses, who may be contacted in order to find out the names of the other individuals responsible for data processing and for information concerning the exercise of the rights of the individual concerned.

For any further information, you may contact the freephone number 800 069 701 which is active every day from 01<sup>st</sup> October 2011 until 29<sup>th</sup> February 2012 (excluding 25<sup>th</sup> December 2011 and 01<sup>st</sup> January 2012) from 9 am to 7 pm and during the period from 09<sup>th</sup> October to 19<sup>th</sup> November 2011 from 8 am to 10 pm, or write to the e-mail address [infocens2011@istat.it](mailto:infocens2011@istat.it).

I would like to thank you and your family in advance for your valuable cooperation.

Yours faithfully

Enrico Giovannini

**STATISTICAL SECRECY, OBLIGATION TO RESPOND, PROTECTION OF PRIVACY AND RIGHTS OF THE PERSONS CONCERNED**

- Regulation (EC) no. 763 of 09<sup>th</sup> July 2008, "Regulation of the European Parliament and of the Council on population and housing censuses";
- Decree Law no. 78 of 31<sup>st</sup> May 2010, converted with amendments into Law no. 122 of 20<sup>th</sup> July 2010, "Urgent measures concerning financial stabilisation and economic competitiveness" – article 50 (Census);
- "General Plan of the 15th General Population and Housing Census", adopted with Resolution of the President of the National Statistical Institute no. 6/11/PRES of 18<sup>th</sup> February 2011 (Official Gazette, 08<sup>th</sup> March 2011 – General Series – no. 55);
- Legislative Decree no. 322 of 06<sup>th</sup> September 1989 and subsequent amendments and additions, "Regulations on the National Statistical System and on the reorganisation of the National Statistical Institute" – article 6-*bis* (processing of personal data), 7 (obligation to provide statistical data), 8 (professional secrecy of staff of statistics offices), 9 (provisions for the protection of statistical secrecy), 11 (administrative fines), 13 (National Statistical Programme);
- Presidential Decree no. 166 of 07<sup>th</sup> September 2010, "Regulation regarding the reorganisation of the National Statistical Institute";
- Presidential Decree no. 223 of 30<sup>th</sup> May 1989, "Approval of new regulations regarding population records";
- Legislative Decree no. 196 of 30<sup>th</sup> June 2003, "Code concerning the protection of personal data" – article 2 (purposes), 4 (definitions), 7-10 (rights of the data subject), 13 (information), 28-30 (people who process the data), 104-110 (processing for statistical or scientific purposes);
- "Code of ethics and good conduct for the processing of personal data for the purposes of statistics and scientific research carried out within the context of the National Statistical System", in particular article 7 (communication to data subjects who do not form part of the National Statistical System) and article 8 (communication of data between Sistan subjects) (Annex A.3 of the "Code concerning the protection of personal data" – Legislative Decree no. 196 of 30<sup>th</sup> June 2003);
- Prime Ministerial Decree of 31<sup>st</sup> March 2011 – "Approval of the three-year National statistical programme 2011-2013" and related provisions pursuant to article 7 of Legislative Decree no. 322 of 1989, containing respectively the list of surveys to which the obligation to respond applies to private subjects and the list of surveys for which provision is made for the application of fines in the event of violation of said obligation.

# Instructions for filling in the Household Form Version CP.1B

## SECTION I - INFORMATION ABOUT HOUSEHOLD AND DWELLING

### Question 1.1

**Dwelling** refers to a room (or set of rooms) that is:

- regularly dedicated to residential use;
- separate (i.e. surrounded by walls and covered by a roof);
- independent (with at least one external access that is either independent or through shared entry areas - road, courtyard, stairs, landings, common balconies, terraces, etc. - access, in other words, does not require passing through other dwellings);
- incorporated in a building (or constitutes a building).

**Other dwelling type** refers to dwellings that do not satisfy the above definition (being mobile, semi-permanent or makeshift), occupied by one or more individuals as regular or temporary housing as of the date of the Census (e.g. caravan, tent, camper, cabin, shed, cave, garage, basement, barn, etc.).

**Accommodation at a diplomatic or consular centre** refers to dwellings located in foreign countries.

**Collective residential structure** refers to facilities used to house large groups of people and/or one or more families. This category includes hotels, hospitals, rest homes for senior citizens and reception centres and institutes of various kinds (religious, healthcare-related, welfare support, education, etc.).

- If the family is being housed in a diplomatic or consular centre, check box 3.
- If the family's usual place of residence is in a collective residential structure, check box 4. Example: families with a place of usual residence in a tourist complex or hotel rooms, families residing in structures that do not qualify as dwellings and that are located inside collective residential structures (e.g. a hospital custodian's family that lives inside the structure itself).

### Question 1.2

Use square metres (rounded, no decimals) to indicate the dwelling's internal surface area, i.e. the floor surface minus the walls (walkable surface) and excluding only balconies, terraces and associated structures (e.g. basements, attics, garages, etc.). If the dwelling has more than one floor or includes rooms with independent access, the sum should include the total surface area of all the different parts.

### Question 1.3

Check box 1 if only one family lives in the dwelling; check box 2 if two or more families live there. Note that two families living in the same dwelling are only considered multiple families in the absence of kinship ties or personal relationships.

### Question 1.4

This question should only be answered by families that checked box 2 in question 1.3. If applicable, use the dedicated section to enter the questionnaire code for each cohabiting family (excluding your own) and the last and first name of its head of household. The **questionnaire code** is the unique 13-digit identifier located in the top right-hand corner of the first page of each Household form.

If more than 4 families live in the dwelling, please call the following toll-free number: 800-069701.

### Question 1.5

Check box 1 if the dwelling is owned in full or in part by at least one of the people who live there. Box 1 should also be checked if residence in the dwelling is attributable to right of user or some other right in rem (e.g., use, dwelling) or in the case of subsidised housing, or when only the bare property was purchased, or when the owner is living in part of his/her house while renting out the rest.

Check box 2 or 3 when the dwelling is not owned by anyone who lives there and is being rented (box 2) or occupied under some other form of entitlement (box 3), that is, for free or in exchange for services.

## 1 Personal information

*The question on “relatives and cohabitants of the head of household on the Household form” and the questions on gender, civil status and date of marriage serve to gather information about families and households and, more specifically, to learn more about their composition, size and type (e.g. how many couples have children, how many children live with only one parent, how many people live alone, etc.).*

### Question 1.1

Indicate the kinship or cohabitation relationship with the head of household as indicated on the Household form. The head of household on the Household form is the person under whose name the family form is filed in the Municipal Public Records Office.

- The head of household on the Household form or reference person (person 01 from List A) has already answered these questions and need not answer them again.
- The individual who lives together with the head of household on the Household form as their partner should check the box for category 03, regardless of whether they form part of a different-sex or same-sex couple.
- Children are directly identified as such by the head of household and/or their spouse/partner.
- Children of the spouse/partner of the head of household only should check box 06 (“Child of spouse/partner only”), even if the parent is deceased or does not live in the dwelling.
- Parents (or spouse of a parent) of the head of household’s partner should check box 08 (“Mother/Father-in-law of head of household”).
- Relatives (other than children) of the head of household’s spouse/partner only should check the box for the corresponding kinship tie, even if the head of household’s spouse/partner does not live in the dwelling.
- Relatives of the head of household and/or the spouse/partner who have not been included in the responses (uncle of the head of household or the spouse/partner, cousin of the head of household or the spouse/partner, etc.) and who live in this dwelling, should check box 16 (“Other relative of head of household and/or spouse/partner”).
- Individuals who live in this dwelling but who have no kinship ties with the head of household or the spouse/partner should check box 17 (“Other cohabitant with no personal ties, kinship or relationship”). If such individuals constitute a family of their own, they should fill out another Household form.
- People who work for the family (housekeepers, family helpers) and live in the dwelling should check box 17. If they constitute a family of their own, they should fill out another Household form.

### Question 1.2

*“Gender” is the essential variable for interpreting and comparing statistical data about men and women.*

### Question 1.3

*The date-of-birth question allows us to minimise the risk of errors in the information used to calculate ages in years.*

The date of birth should be written in numbers, not letters. The day and the month should be indicated using two digits, adding a prefix of 0 as needed (for example: 05/06/1967).

### Question 1.4

*The question about place of birth (place where the birth occurred) is asked so that it can be combined with other data (e.g., place of residence) to reveal population movements within Italy and between Italy and other Countries.*

- Individuals born in the municipality they currently reside in should check box 1 (“In this municipality”).
- Individuals born in a different Italian municipality should indicate the municipality where they were born. Indicate the name of the municipality, not the name of the town or zone (hamlet, inhabited centre, etc.). Please include the two-letter abbreviation for the province that the municipality belongs to as of the Census date.
- Individuals born abroad should use the current name of the foreign country where the place of birth is located. Indicate the foreign country of birth in Italian using the Latin alphabet.

### Question 1.5

*The question on registration with the municipal Public Records Office allows us to identify the place of residence with greater precision. The municipality of registration is where the individual in question can request identification documents and certifications of basic public records. The head of household need not respond if the first page of the Household form bears a pre-printed address.*

- Individuals registered in the Public Records Office of their official municipality should check box 1 (“Yes, in this dwelling”) or box 2 (“Yes, but in a different dwelling or cohabitation”).
- Individuals registered in the Public Records Office of a different Italian municipality should indicate the name of that municipality. Indicate the name of the municipality, not the name of the town or zone (fraction, inhabited centre, etc.). Please include also the abbreviation for the province that the municipality belongs to.
- Individuals not registered in the Public Records Office of any Italian municipality should check box 4 (“No, not in any Italian municipality”).

*Note that the term **cohabitation** refers, for example, to educational institutions (boarding schools, seminaries, etc.), welfare institutions (orphanages, family houses, rest homes for the disabled and senior citizens, etc.), healthcare institutions (hospitals, clinics, etc.), penitentiaries, ecclesiastical housing, military centres (military hospitals, military prisons, barracks, etc.), hotels, boarding houses, rental properties and similar, merchant ships (cruise ships, etc.), and so on.*

## 2 Civil status and marriage

### Question 2.1

- Married individuals who no longer live with their spouse due to personal difficulties with their relationship should check box 3 (“De facto separated”), not box 2 (“Married”).
- Married individuals who live separately from their spouse due to necessity or other contingencies, alternatively, should check box 2 (“Married”), not box 3 (“De facto separated”).
- “Formerly married” individuals (i.e., who obtained the dissolution or cessation of the civil status of marriage pursuant to Law no. 898 of 01<sup>st</sup> December 1970) should check box 5 (“Divorced”).

### Question 2.2

- Anyone who has been married at least one time should respond, including individuals who are currently married, separated (whether de facto or de jure), divorced or widowed.
- The date of the marriage itself should be indicated in numbers, not words (for example: 05/1969); for multiple marriages, use the date of the most recent marriage.

### Question 2.3

*The question on civil status prior to the most recent marriage provides additional information about the formation of couples and thus different types of households.*

Indicate your civil status prior to the last marriage, even if you have only been married one time.

Anyone who has been married at least one time should respond, including individuals who are currently married, separated (whether de facto or de jure), divorced or widowed.

## 3 Citizenship

*The citizenship questions serve to determine how many Italian residents are citizens of Italy and how many are citizens of other countries. When combined with the age distribution of the resident population, citizenship information helps us calculate the size and makeup of the eligible voting population.*

*The questions on parents' place of birth (mother and father) serve to reconstruct the origins of each individual, especially immigrants and their descendants.*

### Question 3.1

- Foreigners should check box 2 and specify the name of their foreign country of citizenship in Italian using the Latin alphabet.
- Individuals with another citizenship in addition to their Italian citizenship should indicate Italian citizenship only (by checking box 1).
- Foreign citizens with multiple citizenships (but not Italian citizenship) should indicate a single foreign country of residence according to the following order of preference: a) European Union Countries, b) other Countries. For multiple citizenships within group a) or within group b) countries, select a single foreign country of your choice.
- Individuals without any citizenship should declare themselves stateless (by checking box 3). The stateless category also applies to people whose citizenship status has yet to be clarified following the dissolution, separation or unification of different States.

### Question 3.2

- Italians who are citizens by birth should check box 1 (“Yes”) even if they were born abroad.
- Italians who became citizens after applying for and being granted citizenship by a competent authority, or who acquired Italian citizenship by marriage, ordinary or extraordinary naturalisation or birth in Italy and with uninterrupted legal residency since the age of 18 should check box 2 (“No”). Box 2 should also be checked if Italian citizenship was acquired “automatically”, for example:
  - a) a minor who acquired Italian citizenship by being adopted by an Italian citizen, or through acknowledgement of maternity or paternity (or legal declaration of filiation) by an Italian parent;
  - b) a cohabitating child (minor) who has acquired Italian citizenship.

### Question 3.3

If you checked box 2 in question 3.2 (Italian citizen, but not by birth), then:

- specify whether Italian citizenship was acquired by marriage or in another way (naturalisation, for example);
- indicate the foreign state of prior citizenship, in Italian using the Latin alphabet.

### Questions 3.4 and 3.5

If your parents were born abroad, indicate the current name of the foreign country where their place of birth is located. Indicate the foreign country of birth in Italian using the Latin alphabet.

## 4 Prior Presence and Residence

The questions in point 4 allow us to identify internal and international migrants. Internal migrants are individuals who used to reside in a different municipality from the one they reside in at the time of the survey. International migrants are individuals who resided in a different Country at some point in their life, regardless of their specific Country of birth and citizenship.

### Question 4.1

Check the box corresponding to your location as of the date of the Census.

Check box 1 ("In this dwelling") or 2 ("In this municipality, but in a different dwelling or residence") even if the individual was absent from his/her municipality on 09<sup>th</sup> October 2011, but returned on 10<sup>th</sup> October 2011 and did not complete the survey elsewhere.

Note that the term **cohabitation** refers, for example, to educational institutions (boarding schools, seminaries, etc.), welfare institutions (orphanages, family houses, rest homes for the disabled and senior citizens, etc.), healthcare institutions (hospitals, clinics, etc.), prisons, ecclesiastical housing, military centres (military hospitals, military prisons, barracks, etc.), hotels, boarding houses, rental properties and similar, merchant ships (cruise ships, etc.), and so on.

### Question 4.2 (For ages 1 and up)

Individuals who checked box 3 - place of usual residence in a different Italian municipality one year ago - should indicate the current name of that municipality. Indicate the name of the municipality, not the name of the town or zone (hamlet, inhabited centre, etc.).

Individuals who checked box 4 - place of usual residence abroad one year ago - should indicate the name of the foreign country in Italian using the Latin alphabet.

### Question 4.3 (For ages 5 and up)

Individuals who checked box 3 - place of usual residence in a different Italian municipality five years ago - should indicate the current name of that municipality. Indicate the name of the municipality, not the name of the town or zone (hamlet, inhabited centre, etc.).

Individuals who checked box 4 - place of usual residence abroad five years ago - should indicate the name of the foreign country in Italian using the Latin alphabet.

## 5 Education

### Question 5.1 (For ages 6 and up)

The educational qualifications listed here are the ones awarded in the Italian educational system.

- First graders in elementary school (primary school) should check box 02.
- Individuals with two or more educational qualifications for the same grade should indicate the one they consider most relevant to their actual occupation.
- Individuals (especially **foreign citizens**) who gained higher educational qualifications while **abroad** should check the box for the corresponding Italian qualification.
- Foreign citizens without any educational certificates should choose between category 01 ("No educational qualification and cannot read or write") and 02 ("No educational qualification but can read and write") **in reference to their native language**.

The following instructions need to be followed to provide appropriate responses to question 5.1:

**category 03: Elementary school qualification (or equivalent)** corresponds to completion of the first level of basic education. The qualification awarded on completion of a type C qualification awarded by public schools is comparable to the elementary qualification;

**category 04: Middle school qualification (or vocational school)**, as awarded prior to the institution of comprehensive middle schools, corresponds to completion of the second level of basic education. An elementary school qualification (or equivalent) is required for admission to this level;

**category 05: Upper secondary school (2-3 years) diploma** includes:

- **Upper secondary school diploma**: vocational school, teacher training school or art school certificate. This educational qualification is awarded by Vocational schools, Teacher training schools and Art schools at the conclusion of a course of upper secondary studies lasting less than 4 years (2-3 years) that is not sufficient for admission to university studies. A middle school (or basic vocational foundation) qualification is required for admission;
- **Compimento inferiore/medio, Music Conservatory or National Academy of Dance (2-3 years)**.

These correspond to intermediate qualifications awarded by a Music Conservatory or National Academy of Dance prior to the reforms of 1999 (Law no. 508/99).

This category includes the final diploma awarded by a Music conservatory or Dance Academy, but not the upper secondary school diploma.

Holders of a final diploma from the Music conservatory or Dance Academy and an upper secondary school diploma should check box 12 ("Diploma from the Academy of Fine Arts, etc....");

**category 06: Upper secondary school (4-5 years) diploma** issued by high schools (classical, scientific, linguistic, artistic or socio-psycho-pedagogical high schools), Vocational schools, Teacher training schools or Art schools upon

completion of an upper secondary course of studies lasting 4 or 5 years and is sufficient for beginning university studies. A middle school (or basic vocational foundation) qualification is required for admission;

**category 07: Diploma from the Academy of Fine Arts, Dance, Dramatic Arts, ISIA, etc., Conservatory (former system)** refers to courses that were active prior to the institution of the Higher Artistic, Musical, and Dance Training (A.F.A.M.) courses and includes:

- final diploma awarded by an Academy of Fine Arts, National Academy of Dramatic Arts, National Academy of Dance, Music Conservatory or Higher Institute for Artistic Industries (ISIA) under the former system, prior to the reform of the A.F.A.M. sector (Law no. 508/99).

Check category 05 if you also do not have an upper secondary school diploma.

Individuals who also attended the integrated post-diploma programme should check box 09.

- diploma awarded by a School for Interpreters and Translators prior to law no. 697/86 (see category 10);

**category 08: University degree (2-3 years) under the former system (including schools dedicated to specialised programmes and vocationally-oriented community colleges)** awarded upon completion of a university degree programme or other specialised programmes. It is attained after a course of studies lasting no less than 2 but no more than 3 years (degree in statistics, elementary school supervision, ISEF degree under the former system, degree in paleography or musical philology, etc.). In international terms, the university degree represents the first step of the level I university course of studies (e.g. *bachelor's degree* - or *first degree* - in England). Admission to these programmes requires an upper secondary school diploma (4-5 year programme);

**category 09: Academic degree of Higher Artistic, Music and Dance Training (A.F.A.M.), level I.**

This refers to programmes that were enacted after the A.F.A.M. sector reforms (Law no. 508/99), which are accessible after obtaining an upper secondary school diploma. They include academic degrees awarded by an Academy of Fine Arts, National Academy of Dramatic Arts, National Academy of Dance, Music Conservatory or Higher Institute for Artistic Industries (ISIA), which are programmes under the new system.

They correspond to the degrees awarded upon completion of three-year programmes;

**category 10: Three-year degree (level I) under the new system.**

Following the reforms in higher education, two consecutive cycles were defined: the Level I degree and Level II degree (*laurea specialistica/magistrale*). The three-year level I Degree is a three-year programme, and includes the qualifications awarded by an Advanced school for linguistic mediators) established after the reform (Law no. 697/86 );

**category 11: Academic degree of Higher Artistic, Musical and Dance Training (A.F.A.M.), level II.**

These refer to programmes enacted following A.F.A.M. sector reforms (Law no. 508/99), and are only accessible with a level I upper secondary school diploma or three-year degree. They include academic degrees awarded by an Academy of Fine Arts, National Academy of Dramatic Arts, National Academy of Dance, Music Conservatory or Higher Institute for Artistic Industries (ISIA), which are programmes under the new system.

They correspond to degrees awarded upon completion of two-year programmes;

**category 12: Degree (4-6 years) under the former system, single-cycle level II degrees (*laurea specialistica/magistrale*) under the new system** includes:

- Extended degree under the former system, the qualification obtained upon completion of a university course of studies lasting no less than 4 and no more than 6 years. Admission to these programmes requires an upper secondary school diploma (4-5 year programme). In international terms, this degree represents the second step in the first cycle of university education (e.g. the French *maitrise*).
- Single-cycle Level II degrees (*lauree specialistiche/magistrali*) include Pharmacy, Dentistry, Veterinary Science, Architecture/Construction Engineering (lasting 5 years), Medicine (6 years) and Law (active since 2007-2008). The first 3 years of these programmes do not culminate in any qualification, which is not awarded until the entire programme is completed.

### Questions 5.2 and 5.3

For question 5.2, respond with answer number 2 ("No") if you gained a non-university Master's degree in a programme run by a private entity or vocational school. Multiple responses are allowed for your response to question 5.3.

**Level I master's degree** programmes requiring a Level I three-year degree or Level I A.F.A.M. Degree for admission and that last one year.

**Level II master's degree** programmes requiring a Level II degree (*laurea specialistica/magistrale*) or Level II A.F.A.M. degree for admission and that last one year.

**Specialisation school** followed completion of the Degree under the former system, the single-cycle Level II degree (*laurea specialistica/magistrale*) or the specialised Degree under the new system, and requires a course of studies lasting not less than 2 years designed for training specialists in specific professional fields at specialisation schools.

Box 3 ("Specialisation school") which requires at least 4 additional years of study after the basic degree (e.g. Aerospace Engineering).

**Research Doctorate** (doctorate in **Research Training**) follows the basic degree (degree under the former system, single-cycle level II degree under the new system, level II two-year specialised degree under the new system), and requires a personalised programme of research and study that lasts no less than 3 years and focuses on in-depth scientific investigation and research methods specific to the sector in question. In international terms, the **research doctorate** is a post-graduate educational qualification that is equivalent to completion of the second cycle of university instruction (e.g. *Ph.D.*).

## 6 Vocational or non-vocational status

### Question 6.1

*Work refers to any activity performed in exchange for payment, salary, wages, profits, etc. It does not include the time dedicated to housework, minor household maintenance and repairs, hobbies and similar.*

#### Check box 1 (“Yes”) if you:

- performed (during the week from October 02<sup>nd</sup>-08<sup>th</sup>) one or more hours of paid work (whether permanent, temporary or seasonal), as an employee or on a self-employed basis, regardless of whether a formal employment contract exists. Any and all forms of income should be considered: salary, wages, profits, payments in kind, food, lodging or other forms, including income not yet received or paid during a different week from when the work was actually performed; box 1 should also be checked by **apprentices** and **trainees** who receive payment or other forms of non-monetary compensation, as long as it is ongoing (meal vouchers, cell phone credit, petrol coupons, etc.);
- performed (during the week from October 02<sup>nd</sup>-08<sup>th</sup>) one or more hours of work helping a family member or relative with their self-employed activity, business or company, including unpaid work (family workers).

**Family workers** refers to individuals who help another family member who is self-employed, without the work relationship being regulated by a contract (e.g. a wife helping her shopkeeper husband, or a son helping his farmer father).

#### Check box 2 (“No”) if you:

- performed (during the week from October 02<sup>nd</sup>-08<sup>th</sup>) hours of unpaid voluntary work for any organisations, institutions, associations or similar;
- are a seasonal worker who did not work during the week of reference.

### Question 6.2

Check box 1 (“Yes”) if you have a job you were absent from for one of the following reasons during the week from October 02<sup>nd</sup>-08<sup>th</sup>: holiday, leave of absence, maternity/paternity leave, reduction in business activity, illness, holiday, CIG (cassa integrazione guadagni, temporary state layoff fund), etc. This question gathers information about job continuity and the degree of formal attachment to the job in terms of absences and salary earned.

Employees on leave are considered to be employed if they are absent for less than three months or if they continue to receive at least 50% of their salary during their absence. Exceptions include employees on (mandatory) maternity leave or (optional) parental leave. Self-employed individuals who are absent from work (except for family workers) are considered to be employed if their business activity continues during their absence. Family workers are considered to be employed if the absence lasts less than three months.

### Question 6.3

Check box 1 (“Yes”) if, in the last 4 weeks (11<sup>th</sup> September to 08<sup>th</sup> October) you have inquired about job offers in the newspaper, applied for competition-based positions, submitted your resume/CV to a company, etc.

You should also answer “Yes” if you will start work within 3 months of the date of the Census (09<sup>th</sup> October 2011).

### Question 6.5

Only respond if you checked box 1 (“Yes”) in questions 6.3 and 6.4. Otherwise skip to question 6.6 to continue the questionnaire.

Check box 1 (“Yes”) if you are looking for work but are not actually working at present, having performed paid work in the past or unpaid work, as long as the unpaid work was in the capacity of family worker.

### Question 6.6

*Use the following definitions to answer the question appropriately:*

#### **Recipient of one or more pensions for previous work activity or recipient of unearned income**

- Recipients of one or more pensions for previous work activity:** individuals who receive one or more old-age or invalidity pensions. These distributions are paid out for the work activities performed by the covered individual after reaching a specified age limit, achieving creditable service or suffering diminished work capacity. This category also includes workers' compensation for workplace accidents and/or occupational illnesses. These pensions are intended to compensate individuals for disabilities (in proportion to the severity) and deaths (for which payments go to the survivors) resulting from events that took place during their work. A minimum period of regular contributions is required before becoming eligible for worker's compensation.
- Recipient of unearned income:** individuals who receive income, rent or profits derived from property ownership, investments, interest, rents, *royalties*, etc.

**Student:** an individual whose main occupation is studying.

**Homemaker:** an individual whose main occupation is caring for their own family and home.

**Other condition:** an individual with a status not listed above (e.g. retired for other reasons, social aid or civil disability pension recipients, etc.).

**7** Place of work or study**Question 7.1**

- Box 1 ("Yes, I go to a place of study") should also be checked for children who attend nursery school, kindergarten, etc.
- Student-workers should check box 2 ("Yes, I go to a place of work").
- Farmhands who have no single fixed workplace because they work for multiple farms should check box 5 ("No, because I do not have a single fixed workplace").
- Individuals who take their children to school on a daily basis but who do not subsequently go to a place of work or study should check box 6 ("No, because I am not working, studying or taking any vocational training courses").

**Question 7.2**

- There need not necessarily be any direct relationship between the place of work (where the person usually works) and the address of the factory, organization, business for which the person works. This would be the case, for example, of an employee of a maintenance contractor for a metalwork factory who, in his/her response, has to tell the address of the place where he/she actually goes to work (the metalwork factory), instead of the address of the contractor itself.
- For cases in which, for example, consulting activities were being performed onsite in an external business or office on the date of the Census, the answer should refer to the address of the consulting business itself.
- Student-workers should use the address of their work place.
- Individuals who work on vehicles (drivers, railway engineers, tram drivers, pilots, ship workers, etc.) should use the address where the service is based (garage, station, depot, airport, port, etc.).
- Individuals with two usual places of work or study should use the location of their primary work or study activity.

**Question 7.3**

Individuals who work inside the municipality where they currently live or in another municipality in Italy also need to indicate the address of their usual place of work or study.

**Question 7.4**

This question should only be answered by individuals who go to a place of work or study on a daily basis, or who checked box 1 ("Yes, I go to a place of study") or box 2 ("Yes, I go to a place of work") in question 7.1.

**Question 7.5**

This question should only be answered by individuals who go from their place of usual residence to a place of work or study on a daily basis, or who checked box 1 ("From this dwelling") in question 7.4.