



Statistics South Africa

**CENSUS 2001**

# Concepts and Definitions

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## Introduction

The concepts and definitions of terms in this volume are those used for Census 2001. They comply in most instances with United Nations standards for censuses.

It should be noted that some definitions have changed since 1996, the time of the last South African census. Notable among these are the definitions of *disability*, *urban* (and non-urban or *rural*), and *institution* as used for enumeration and in the results.

All the terms are given in alphabetical order, which means that related terms are sometimes found in different places in the list. Any word appearing in *italics* is itself defined elsewhere in the list.

Other metadata reports are also available on the Stats SA website.

## Contents

Alphabetical list of terms	2
Appendix A: Diagram: Types of living quarters	17
Appendix B: Enumeration area types	18

<b>Absent household member</b>	A person who is usually part of the household but was not present in the dwelling on census night.
<b>Address</b>	See <i>physical address</i> .
<b>Administrative area</b>	An area that falls under a recognised jurisdiction, such as a magisterial district or a municipality. It is bounded by a legally defined line. In the old Transkei, an administrative area is a subdivision of a tribal authority.
<b>Age</b>	The age of a person on his/her last birthday, or the interval between the date of birth and date of census, in completed years.
<b>Attend (educational institution)</b>	Enrol at and go regularly to any accredited educational institution (public or private) for organised learning at any level of education. Attendance can be full-time or part-time, and distance learning is included. Temporary absence e.g. due to illness does not interrupt attendance.
<b>Boarder/lodger</b>	A person who pays for board and lodging in a private household as a business arrangement.  ► <b>Methodology:</b> Such persons should not be considered members of the household even if they eat with the household, as their contribution to the household expenses is considered to be payment for a service rendered, as in a hotel or boarding house. However, a person such as a relative who stays with the household and contributes financially towards their keep should be captured as a household member, when the main purpose in accommodating such a person in the household is not to make a profit.
<b>Census (population census)</b>	The total process of collecting, processing, analysing and publishing or otherwise disseminating demographic, economic and social data pertaining to all persons in a country or in a well-defined part of a country at a specified time.
<b>Census date</b>	The date officially proclaimed by the government for the population census.  ► <b>Note:</b> For Census 2001 in South Africa, 10 October.
<b>Census day</b>	The day of the census date. This is the reference period for persons who were <b>away</b> from home during census night for work, entertainment or travel, but returned home the following day without being counted elsewhere. See <i>reference period</i> .

<b>Census geography</b>	<p>The spatial divisions into which the country is demarcated for the purpose of census enumeration, as well as to facilitate data processing and analysis, and the reporting of results. The geography is essentially a hierarchical system of nested areas that vary according to the level of information that is required. The lowest level of the hierarchy is <i>enumeration areas</i> (EAs). These are aggregated upwards into spatial units of varying sizes:</p> <ul style="list-style-type: none"> <li>Provinces</li> <li>District councils <ul style="list-style-type: none"> <li>- <i>Category A (Metros – stand-alone)</i></li> <li>- <i>Category C (spanning several local councils)</i></li> </ul> </li> <li>Local councils <ul style="list-style-type: none"> <li>- <i>Category B</i></li> <li>- <i>District management areas (DMAs)</i></li> </ul> </li> <li>Place names <ul style="list-style-type: none"> <li>- <i>Cities, towns, suburbs, townships</i></li> <li>- <i>Administrative areas, tribal authorities, wards, villages</i></li> </ul> </li> <li>Enumeration areas</li> </ul>
<b>Census night</b>	<p>The night before the census day. The decisive point of time for being included in the census or not is set as midnight on that night.</p> <p>► <b>Methodology:</b> Everyone who is in the country at midnight on census night is to be counted. Persons who die after that hour are to be counted because they were alive at midnight. Babies born after midnight are not to be counted.</p>
<b>Census phases</b>	<p>The three main phases of a census are: 1) the pre-enumeration phase; 2) the enumeration phase; and 3) the post-enumeration phase.</p>
<b>Children ever born</b>	<p>All children born to a woman, whether in or out of marriage, whether born in a present or a previous marriage or union, and whether living or dead at the time of the census. Stillbirths (children born dead) are not included.</p>
<b>Collective living quarters/ communal living quarters</b>	<p>Living quarters where certain facilities are shared by groups of individuals or households. They can be divided into: (a) <i>hotels</i>, motels, guest houses, etc.; (b) workers' <i>hostels</i> and student residences; and (c) <i>institutions</i>.</p> <p>► <b>Methodology:</b> People living in residential hotels and boarding houses, and all types of hostels, were enumerated using the household questionnaire. The inmates/occupants of institutions and tourist hotels were enumerated using the questionnaire for individuals.</p>
<b>Converted hostels</b>	<p>Hostels where the accommodation has been converted into self-contained units for households. See <i>workers' hostel</i>.</p> <p>► <b>Methodology:</b> Converted or upgraded hostels should be treated in the same way as a block of flats, and each unit considered as a separate housing unit.</p>
<b>De facto census</b>	<p>A census in which people are enumerated according to where they stay on <i>census night</i>.</p> <p>► <b>Methodology:</b> The South African population census is a de facto census.</p>

<b>De jure census</b>	A census in which people are enumerated according to where they <b>usually</b> live.
<b>Demarcation</b>	The process of dividing the land into <i>enumeration areas</i> , with clear boundaries and of a defined <i>enumeration area type</i> .
<b>Denomination</b>	A branch of religion or faith group. For example, where religion is given as Christian, the denomination might be given as Methodist. See <i>religion</i> .
<b>Disability</b>	A physical or mental handicap which has lasted for six months or more, or is expected to last at least six months, which prevents the person from carrying out daily activities independently, or from participating fully in educational, economic or social activities.
<b>Domestic worker</b>	A person employed to work in the household e.g. as a maid, cook, driver or nanny. See <i>live-in domestic worker</i> .
<b>Domestic worker, live-in</b>	<p>A domestic worker who lives on the property of the employer, either in the same house or in separate domestic quarters.</p> <p>► <b>Methodology:</b> Such a person is not considered part of the household of the employer but forms his/her own household, usually in a separate housing unit. This will apply even in cases where the domestic worker has most of his/her meals with the employer. Domestic workers usually have families and responsibilities of their own elsewhere and are thus considered as separate households.</p> <p>If, however, a domestic worker lives in the same house as the employer e.g. in a spare bedroom, does not get a formal salary in cash, and shares meals and other resources with the household, then s/he should be treated as part of the main household. These cases are rare; in most cases such people are relatives of the family.</p>
<b>Dwelling</b>	Any structure intended or used for human habitation.
<b>Dwelling, informal</b>	A makeshift structure not erected according to <i>approved</i> architectural plans.
<b>Dwelling, traditional</b>	A dwelling made of clay, mud, reeds or other locally available materials. This is a general term which includes huts, rondavels, etc. Such dwellings can be found as single units or in clusters.
<b>Dwelling, unoccupied</b>	A dwelling whose inhabitants are absent at the time of enumeration, e.g. on holiday or migrant workers.
<b>Dwelling, vacant</b>	A dwelling that is uninhabited, i.e. no-one lives there.
<b>Dwelling unit</b>	<i>Housing unit</i> .
<b>EA</b>	Acronym for <i>enumeration area</i> .
<b>EA number</b>	A unique eight-digit number given to an EA for the purpose of record keeping and coding. The first digit identifies the province, the next two digits represent the local council, and the last five digits the individual EA.

<b>EA type</b>	See <i>enumeration area type</i> .
<b>Economic activity</b>	(1) Any activity that contributes to the production of goods and services (contrasted with non-economic activity such as study or leisure).
<b>Economic sector</b>	An <i>industry</i> or branch of an <i>industry</i> ; the main activity of the establishment in which an employed person is working, e.g. gold mining, road construction, police service.
<b>Economically active</b>	A person of working age (15–65 years) who is available for work, and is either <i>employed</i> or <i>unemployed</i> . See <i>labour force</i> .
<b>Editing (computerised data editing)</b>	The automated detection and correction of errors in accordance with a pre-defined set of edit specifications. The purpose of editing is to make processed data complete and internally consistent.
<b>Employed person</b>	A person who works for pay, profit or family gain. Such a person can be an employer, an employee, self-employed or a working family member. See <i>employment</i> ; <i>employment, formal</i> ; and <i>employment, informal</i> .
<b>Employee</b>	A person who works for an organisation or employer for pay, profit or family gain.
<b>Employer</b>	A person who uses the services of another in return for pay; a person who gives work.
<b>Employment</b>	An activity in which a person is engaged for pay, profit or family gain or a combination of any of the three.
<b>Employment, formal</b>	Employment that takes place in a business or organisation registered in any way, or in the public sector, or in a non-governmental organisation. A person in formal employment can be self-employed, an employer, an employee or a working family member.
<b>Employment, informal</b>	Employment that takes place in a small or micro business not registered in any way, e.g. making things for sale, or rendering a service privately. A person in informal employment can be self-employed, an employer, an employee or a working family member.
<b>Enumeration</b>	The process of counting all the members of a given population and collecting demographic and other information about each person. This counting takes place by means of administering a questionnaire to all households and other individuals in the country. See <i>direct interview</i> and <i>self-enumeration</i> .
<b>Enumeration area</b>	The smallest geographical unit (piece of land) into which the country is divided for census or survey enumeration, of a size able to be enumerated by one census fieldworker ( <i>enumerator</i> ) in the allocated period. EAs typically contain between 100 and 250 households. The EA is the building block of any geography. See <i>enumeration area type</i> .

<b>Enumeration area type (EA type)</b>	<p>The classification of enumeration areas according to set criteria profiling land use and human settlement within the area. Not to be confused with <i>settlement type</i>, a broader classification.</p> <p>► <b>Note:</b> For Census 2001 the classification was simplified into ten types: urban settlement; informal settlement; tribal settlement; commercial farms; state, park and recreational land; hostels; 'institutions' (i.e. all collective living quarters other than hostels); industrial areas; smallholdings; vacant land. See Appendix B.</p>
<b>Enumeration period</b>	<p>The proclaimed period within which enumeration should be conducted.</p> <p>► <b>Note:</b> For Census 2001 in South Africa, 10-31 October 2001.</p>
<b>Enumeration phase</b>	<p>The stage of the population census process that involves counting the people. During this phase, enumerators visit every household and all collective living quarters to administer questionnaires. See <i>census phases</i>.</p>
<b>Enumerator</b>	<p>A person who visits each household and other individuals in a specific EA and administers the questionnaires or arranges for self-enumeration; a census fieldworker.</p>
<b>Enumerator's summary book (09 Book)</b>	<p>A register of <i>demarcation</i> and <i>listing</i> information pertaining to a particular EA. The Summary Book identifies an EA by province, local authority, main place name and sub-place name, and by means of maps and/or aerial photographs. During enumeration, other key information such as total households and people counted is also recorded in this book.</p>
<b>Erf/erven</b>	<p>The site, stand, yard, or plot described by cadastre on a map; physically, it may be defined by any material marking the perimeter of the property, e.g. fence, hedge, brick wall, etc. The cadastre can, however, be an imaginary line and therefore may not be physically observable.</p>
<b>Erf/erven number</b>	<p>A number(s) assigned to an individual site, yard or plot on the map. This number may not be the same as the physical/ street address number; however, in some cases, especially in the old townships, the erf/erven number(s) and the street number(s) coincide.</p>
<b>Family gain</b>	<p>A benefit to one's family as a result of working, other than pay or profit, such as payment in kind, or benefits such as housing or use of land.</p>
<b>Female-headed household/ male-headed household</b>	<p>A household is regarded as a <i>male-headed</i> or <i>female-headed household</i> depending on the gender of the head or acting head of the household.</p>
<b>Fertility</b>	<p>The childbearing status of women, couples, groups or the population (only live births). In the census, fertility refers to the number of live children, if any, a woman has ever given birth to. See <i>children ever born</i>.</p>
<b>Field (of study)</b>	<p>The area of concentration of tertiary studies.</p>



<b>Field station</b>	An office or other place from where fieldwork is controlled. At the field station the boxes of questionnaires are distributed, collected, checked and registered.
<b>Flat / block of flats</b>	A flat (or apartment) is a dwelling, usually on one floor, with at least one wall shared with another such dwelling, within a <i>block of flats</i> . A <i>block of flats</i> is a structure, usually multi-storey, consisting of a number of dwellings sharing the same residential address, and usually sharing a common entrance, foyer or staircase.
<b>Foreign visitor</b>	A citizen of another country who is in South Africa on the census night. See <i>visitor</i> .  ▶ <b>Methodology:</b> All such persons are to be included in the census whether they are short or long-term visitors. Such a person might be living with a household, staying in a hotel or in transit to another country. Visitors who have arrived after census night should not be counted.
<b>Geography type</b>	See <i>settlement type</i> .
<b>Geographical Information System (GIS)</b>	A system of hardware, software and procedures designed to support the capture, management, manipulation, analysis, modelling and display of spatially referenced data.
<b>Head of household</b>	The main decision-maker, or the person who owns or rents the dwelling, or the person who is the main breadwinner, as chosen by the household. The head can be either male or female. If two people are equal decision-makers, or in a household of totally unrelated persons, the older or oldest can be named as the household head.  ▶ <b>Methodology:</b> Only a person present in the household on census night or returning there the next day can be entered in the questionnaire as head of the household. See <i>acting head of household</i> .
<b>Head of household, acting</b>	The person who assumes decision-making responsibility in the absence of the head of the household.  ▶ <b>Methodology:</b> If the person who would normally be considered the head of the household is away on census night and does not return the following day, another person must be designated as acting head of the household.
<b>High density or large settlement</b>	A <i>town</i> , <i>township</i> or <i>city</i> containing 20 000 people or more, or a <i>main place</i> containing 1000 people with a density of 1000 or more people per km <sup>2</sup> . See also <i>low density</i> .
<b>Highest level of education completed</b>	The highest grade completed at school or the highest post-school qualification obtained.
<b>Homeless person</b>	A person with no form of shelter on census night and no known residential address. Homeless persons tend to move around and sleep in places that cannot be considered housing units, such as shop doorways or bus shelters.

<b>Homemaker</b>	A person – man or woman – primarily engaged in household duties in his/her own home for the care of the home and children. (The term is a gender-free equivalent of housewife.) Salaried domestic workers are not considered homemakers.
<b>Hostel</b>	A collective form of accommodation for workers, students or scholars. One of the ten <i>EA types</i> . School hostels (boarding houses) are classified as institutions. See <i>workers' hostel</i> .
<b>Hot deck (dynamic imputation)</b>	An <i>imputation</i> technique used in data <i>editing</i> , where known data about individuals with similar characteristics determine the most appropriate information to be used when some piece of information for another individual is unknown or inconsistent. See also <i>logical imputation</i> .
<b>Hotel</b>	An establishment providing accommodation and meals for pay. Classified as collective living quarters.  <p>► <b>Methodology:</b> For Census 2001, two kinds of hotels were distinguished, those with short-term residents and those with longer-term residents. People in tourist hotels, motels and inns – short-term residents – were enumerated using the individual questionnaire (as were institutions). Occupants of residential hotels, boarding houses etc. – long-term or semi-permanent residents – were enumerated using Questionnaire A.</p>
<b>Hours worked</b>	The total time spent producing goods and services, including overtime, during the reference week for economic activity.
<b>House</b>	A free-standing dwelling.
<b>Household</b>	A household is a group of persons who live together and provide themselves jointly with food and/or other essentials for living, or a single person who lives alone.  <p>► <b>Methodology:</b> For a de facto census, only people in the household on census night are counted as part of the household. See <i>absent household member</i>. See also <i>place of usual residence</i>.</p> <p>However, the <i>4-night rule</i> applies when capturing members of the household who died in the previous year. For this question, membership of the household is determined by whether the person usually lived in that household at least four nights a week.</p>
<b>Housing unit</b>	A unit of accommodation for a household, which may consist of one structure, or more than one structure, or part of a structure. (Examples of each are a house, a group of rondavels, and a flat.) It may be vacant, or occupied by one or more than one household.  <p>A housing unit usually has a separate entrance from outside or from a common space, as in a block of flats.</p> <p>See <i>living quarters</i> and <i>collective living quarters</i>.</p>

<b>Imputation</b>	The replacement of a value during data <i>editing</i> , either because the response was missing or was inconsistent with the edit specifications. The value is determined in some other way where possible rather than leaving the field empty (or with a value of 'not stated'). See <i>hot deck</i> and <i>logical imputation</i> .
<b>Income</b>	All money received from salary, wages or own business; plus money benefits from employer, such as contributions to medical aid and pension funds; plus all money from other sources, such as additional work activities, remittances from family members living elsewhere, state pension or grant, other pensions or grants, income from investments, etc. The census question asks for the total before tax.
<b>Industry</b>	Main activity of a company or enterprise. See <i>economic sector</i> .
<b>Informal settlement</b>	An unplanned settlement on land which has not been surveyed or proclaimed as residential, consisting mainly of informal dwellings (shacks).
<b>In-mover</b>	A person who was living in the household at the time of the <i>post-enumeration survey (PES)</i> but was not living in the household at the time of the census.
<b>Institution</b>	(1) <i>enumeration</i> : a communal place of residence for people with a common characteristic, such as a hospital, school hostel, prison, defence force barracks or convent. Residential hotels, workers' hostels, student residences and homes for the independent aged are not counted as institutions in this sense. (This latter group is sometimes referred to as 'non-institutional collective living quarters'.) See <i>collective living quarters</i> . (2) <i>demarcation</i> : one of ten geographical EA types. All collective living quarters other than hostels were classified as institutions for demarcation purposes. This use of the word institution is therefore broader than the first meaning. See <i>enumeration area type</i> .
<b>Interview, direct</b>	The data collection process by which the fieldworker puts the questions on the questionnaire to the respondent and records the answers. See <i>self-enumeration</i> .
<b>Labour force</b>	All persons of working age (15-65 years) who are <i>employed</i> or <i>unemployed</i> . See <i>economically active</i> .
<b>Labour market</b>	All those of working age (15-65 years) – the <i>employed</i> , the <i>unemployed</i> and the <i>not economically active</i> .

<b>Language spoken most often in the household</b>	<p>The language most often used by the individual at home, whether or not they consider it their mother tongue.</p> <p>► <b>Methodology:</b> Small children who cannot yet speak are considered to have the same language as the parent or primary caregiver. The alternatives are pre-coded and there is a space for indicating languages other than the official languages of South Africa.</p> <p>If household members use <i>more than one language</i> at home, each person has to indicate the language he/she uses most in the household when communicating with parents, siblings and other persons. The language used at the workplace or at school is not taken into account.</p>
<b>Last child born</b>	The last child born alive, whether still living or not.
<b>Listing</b>	<p>Compiling a register of all dwellings and all other structures in a given EA. More specifically, the following are listed: all housing units, all units or rooms within collective living quarters, all non-residential buildings and all vacant stands. See <i>enumerator's summary book</i>.</p>
<b>Live-in domestic worker</b>	See <i>domestic worker, live-in</i> .
<b>Living quarters</b>	<p>This is a general term meaning the place where people stay. Living quarters can be divided into two main groups: <i>housing units</i> and <i>collective living quarters</i>. See also the diagram of types of living quarters in Appendix A.</p>
<b>Living together like married partners</b>	<p>Two persons who live together in the same household like a married couple but who are not married to each other; a cohabiting couple.</p> <p>► <b>Note:</b> Although this option is included in the question on marital status, it is not a legal marital status. A person who chooses this option also has a legal marital status, which may be any of the other options (single, married, divorced, widowed or separated). This information, however, is not captured for those who choose the option 'living together'. See <i>marital status</i>.</p>
<b>Logical imputation</b>	The <i>imputation</i> technique used during data editing where missing or inconsistent values are calculated or derived from other information about the household or person. See <i>hot deck</i> .
<b>Low density</b>	All places not classified as <i>high density</i> or <i>large settlement</i> .
<b>Magisterial district</b>	<p>The subdivision of provinces created to serve the justice system through a network of magisterial offices and proclaimed by the Department of Justice.</p> <p>► <b>Note:</b> The 1996 census used magisterial districts as a unit of demarcation. They were not used as a basis for demarcation in the 2001 census.</p>
<b>Main place</b>	At the <i>place name</i> level, a main place could be a city, town, township, tribal authority or administrative area. See <i>sub-place</i> .

<b>Marital status</b>	<p>Personal status of each individual in relation to the marriage laws or customs of a country. Customary unions are now recognised as a legal marital status.</p> <p>► <b>Note:</b> Living together (cohabiting) is not a legal marital status but is included as an option on the census question.</p>
<b>Matching</b>	<p>An operation whereby households and individuals enumerated during a census and a <i>post-enumeration survey (PES)</i> are compared for similarities and differences.</p>
<b>Municipality</b>	<p>The area of jurisdiction of the third sphere of government, after national and provincial. There are now four types of municipality encompassing the whole country including rural areas and tribal areas: metropolitan areas (Category A); local councils (Category B); district councils (Category C); and district management areas (DMAs). Metropolitan areas (Cat A) stand alone. District councils (Cat C) are subdivided into local councils (Cat B) and DMAs.</p>
<b>Name of respondent</b>	<p>The first name or most commonly used name.</p> <p>► <b>Methodology:</b> For the head or acting head of the household, the surname should also be given to assist with matching in the <i>PES</i>.</p>
<b>Non-contact</b>	<p>A situation where data collection is incomplete as the enumerator fails to make contact with a household at an address, or an individual in collective living quarters.</p>
<b>Non-contact form</b>	<p>The form on which the enumerator records failure to make contact, and the reason/s.</p>
<b>Non-mover</b>	<p>A person who was living in the household at the time of the census and at the time of the <i>post-enumeration survey (PES)</i>.</p>
<b>Non-sampling errors</b>	<p>Errors that are committed at any stage of the survey operation except in the sampling stage, e.g., coverage errors, response errors and processing errors. Used in reference to the <i>post-enumeration survey (PES)</i>.</p>
<b>Not economically active</b>	<p>Persons not in the labour force, such as housewives/homemakers, students and scholars, pensioners and retired people, and any others not seeking work during the reference period.</p>
<b>Occupation</b>	<p>The type of work a person does for a salary, wage, profit or family gain, e.g. truck driver, primary school teacher, filing clerk.</p>
<b>Out-mover</b>	<p>A person who was living in the household at the time of the census but was not living in the household at the time of the <i>post-enumeration survey (PES)</i>.</p>
<b>Overcount</b>	<p>The number of people or households that were inadvertently counted twice in the census.</p>
<b>Partner</b>	<p>See <i>living together</i>.</p>
<b>Pensioner</b>	<p>A person in retirement, regardless of age, who draws a pension from a previous employer or pension fund, or who receives a state pension.</p>

<b>Physical address/ street address</b>	<p>The specific location where a person or household lives, or where a business or other entity is situated.</p> <p>► <b>Methodology:</b> An address as recorded in the third column of a record in the 09 book (enumerator summary book) typically consists of a number and street name, a number and settlement name, or a farm name.</p>
<b>Place of birth</b>	<p>For persons born in South Africa, the place of birth is the province where the person was born, according to the present geography. For foreign-born persons, place of birth refers to the country where the person was born.</p>
<b>Place of enumeration</b>	<p>The place or locality (place name) where the person was at the time of the census (on census night), whether or not this is his/her usual place of residence.</p> <p>► <b>Methodology:</b> The place of enumeration is recorded on the front page of the questionnaire together EA number See <i>place name</i>.</p> <p>► <b>Note:</b> Information on each person in a country can be collected either where this person was <i>present (de facto)</i> on the census day, or at the place where s/he <i>usually lives (de jure)</i>. In South Africa the <i>de facto</i> definition is used but there is also a question on usual place of residence in the questionnaire.</p>
<b>Place of usual residence</b>	<p>This topic is relevant for <i>persons with more than one place of residence</i> and for <i>visitors</i>. It is necessary to establish where such persons usually live. They might have one place of residence where their <i>family</i> lives and another (temporary) one that is <i>job-related or leisure-related</i>. According to the <i>4-night rule</i>, such a person must indicate the place where s/he spends 4 nights a week on average.</p> <p>In this case, place is taken to mean the lowest level of place name (<i>sub-place</i>), i.e., suburb, sub-village, etc.</p>
<b>Place from which moved, place of work Place name</b>	<p>For these questions, as for <i>place of usual residence</i>, place is taken to mean the lowest level of place name, i.e. <i>sub-place</i>. In the <i>census geography</i> hierarchy, place name refers to the civic entities below the level of municipality, e.g. town, village or informal settlement. See <i>main place</i> and <i>sub-place</i>.</p>
<b>Population group</b>	<p>A group with common characteristics (in terms of descent and history), particularly in relation to how they were (or would have been) classified before the 1994 elections. The following categories are provided in the census: black African, coloured, Indian or Asian, white, other.</p>
<b>Post-enumeration phase</b>	<p>The stage of the census after all questionnaires have been administered and collected. Activities in this phase are data processing, analysis and dissemination.</p>
<b>Post-enumeration survey (PES)</b>	<p>A survey immediately after the census to provide an independent check of census coverage by determining how many households/people were missed in the census and how many were counted more than once.</p>

<b>Pre-enumeration phase</b>	The stage of the census during which all preparatory work is carried out. Activities include, among others: planning, legal requirements, budgeting, mapping and demarcation, determination of questionnaire content, listing, training of all fieldworkers, and assembly, marketing and distribution of all census material.
<b>Proxy</b>	A person who answers on behalf of another person (who is absent or ill, for example).
<b>Qualification</b>	Successful completion of a level of education or organised course of study, usually denoted by the acquisition of a certificate, e.g. school-leaving certificate, diploma, degree or professional title.
<b>Questionnaire, household</b>	<p>The questionnaire for households, which contains space to record information about all persons in a household.</p> <p>► <b>Methodology:</b> Known as <b>Questionnaire A</b> for Census 2001. It has two sections: one for information on each individual in the household, and one for information on the household as a whole. It was administered to all households in housing units and to households in certain collective living quarters, namely residential hotels, student residences, retirement homes and workers' hostels, including nurses' hostels.</p>
<b>Questionnaire, individual</b>	<p>The questionnaire for individuals, which contains space to record information about one respondent only.</p> <p>► <b>Methodology:</b> Known as <b>Questionnaire B</b> for Census 2001. It has only one section, which contains the same questions as the first section of Questionnaire A, except for the questions asking about relationship to others in the household. It was administered to all individuals living in institutions and tourist hotels, and to the homeless.</p>
<b>Questionnaire, institution</b>	<p>The questionnaire for listing all the individuals in an institution who complete Questionnaire B.</p> <p>► <b>Methodology:</b> Known as <b>Questionnaire C</b> for Census 2001. It also contains questions about the provision of services to the institution (or tourist hotel) as a whole.</p>
<b>Race</b>	The preferred term is <i>population group</i> .
<b>Reference period</b>	The period of time relevant for particular questions in the census. See <i>census night, census day</i> .
<b>Refusal</b>	A refusal occurs when a household or individual refuses to answer the questions or complete the questionnaire.
<b>Refusal letter/form</b>	The form completed by the enumerator when a household or individual refuses to answer the questions or complete a questionnaire, with the reasons for the refusal.
<b>Relationship to the head or acting head of the household</b>	Relationship through blood, marriage or adoption.

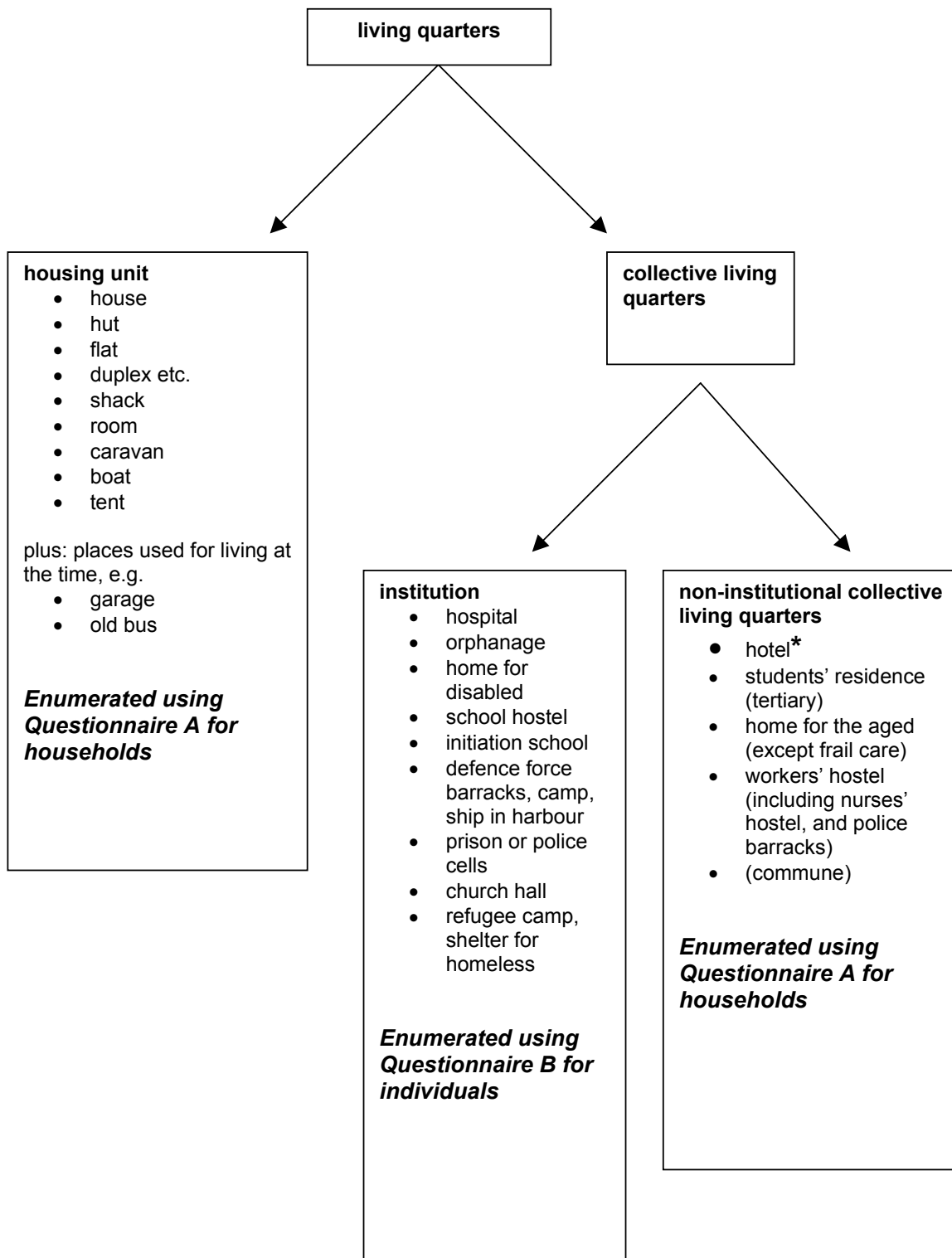
<b>Religion</b>	<p>Religion is either:</p> <ul style="list-style-type: none"> <li>a) a religious or spiritual belief or preference, or</li> <li>b) an affiliation with an organised group having specific religious or spiritual tenets.</li> </ul> <p>► <b>Methodology:</b> The respondent is asked to give the name of the faith, or in the case of Christians, the denomination, to be coded manually.</p>
<b>Resolved case</b>	A case, be it a household or a questionnaire, where matching between the census and the <i>post-enumeration survey</i> is successful.
<b>Respondent</b>	A person responding to questions in the questionnaire. See <i>proxy</i> .
<b>Retired person</b>	A person who has stopped doing regular work. See <i>pensioner</i> .
<b>Room</b>	<p>(1) A structural sub-division of a dwelling with walls to the ceiling (or almost to the ceiling), at least large enough to hold a bed for an adult.</p> <p>(2) A dwelling with no internal sub-divisions (other than a traditional dwelling) is also referred to as a room.</p>
<b>Rural area</b>	Any area that is not classified <i>urban</i> . Rural areas are subdivided into tribal areas and commercial farms. See <i>settlement type</i> and <i>EA type</i> .
<b>Sampling errors</b>	Errors arising from the fact that a sample is used to represent a larger population. Such errors are determined using measurements of reliability attached to estimates. Used in reference to the <i>post-enumeration survey (PES)</i> .
<b>Scholar</b>	A person attending primary or secondary school.
<b>Self-employed or own-account worker</b>	A person who works for him/herself for pay, profit or family gain, and not for an employer.
<b>Self-enumeration</b>	The practice whereby respondents complete the questionnaire themselves.
<b>Semi-detached house</b>	One of two houses joined together with one common wall. Each house usually has its own private ground and has no other dwelling below or above it.
<b>Settlement type</b>	<p>Classification according to the characteristics of a residential population in terms of urban and rural, degree of planned and unplanned (in the case of urban) and jurisdiction (in the case of rural). The four broad settlement types found in South Africa are:</p> <ul style="list-style-type: none"> <li>a) formal urban areas</li> <li>b) informal urban areas</li> <li>c) commercial farms</li> <li>d) tribal areas and rural informal settlements</li> </ul> <p>This term should not be confused with <i>EA type</i>, which is a narrower definition.</p>
<b>Shack</b>	See <i>dwelling, informal</i> .



<b>Size and density of locality</b>	A geographic classification based on an analysis of size and density. The classification is divided into <i>high density or large settlement</i> , and <i>low density</i> . This provides an alternative basis of analysis to the <i>urban/rural</i> classification.
<b>Squatter area</b>	See <i>informal settlement</i> .
<b>Stand</b>	See <i>erf</i> .
<b>Student</b>	A person attending a college, university or some other post-school educational institution, whether part-time or full-time.
<b>Sub-place</b>	At the <i>place name</i> level, a sub-place could be a suburb, section of township, smallholding, village, sub-village, ward or informal settlement. See <i>main place</i> .
<b>Subsistence farming</b>	Farming for the production of food primarily for own consumption, not for commercial purposes.
<b>Suburb</b>	A residential area within the boundaries of a town or city. Historically, suburb referred to a white residential area.
<b>Temporary absence (from work)</b>	Absence from work due to leave or sickness, when there is the intention to return to work and the person has work to return to.
<b>Tourist hotel</b>	A hotel providing accommodation to short-term residents, e.g. tourists or other travellers such as business people.
<b>Townhouse</b>	A self-contained dwelling with private grounds within a common ground for other dwellings.
<b>Township</b>	Usually a town or part of a town. Historically, 'township' in South Africa referred to an urban residential area created for black migrant labour, usually beyond the town or city limits. Reference is sometimes made to 'black township', 'coloured township' and 'Indian township', meaning that these settlements were created for these population groups. By contrast, the white population resided in <i>suburbs</i> . Informal synonyms for township are 'location', 'lokasie', 'ilogishi'. Generally, every town/city has one or several townships associated with it.
<b>Undercount</b>	The number of people or households that were missed in the census.

<b>Unemployment and unemployed person – official or strict definition and expanded definition</b>	<p>Statistics South Africa uses two definitions of unemployment. According to the (international) <b>official or strict definition</b>, the unemployed are those people within the economically active population who (a) did not work in the seven days prior to census night, (b) wanted to work and were available to start work within a week of census night, and (c) had taken active steps to look for work or start some form of self-employment in the four weeks prior to census night.</p> <p><i>Active steps to seek work</i> can be registration at an employment exchange, applications to employers, checking at work sites or farms, placing or answering newspaper advertisements, seeking assistance of friends, etc.</p> <p>A person who fulfils the first two criteria above but did not take active steps to seek work is considered unemployed according to the <b>expanded definition</b>. This definition captures discouraged workseekers, and those without the resources to take active steps to seek work.</p>
<b>Unresolved case</b>	<p>A case, be it a person, household or questionnaire, where matching between the census and the <i>post-enumeration survey</i> fails because of a lack of adequate information or because responses differ.</p>
<b>Urban area</b>	<p>A classification based on dominant settlement type and land use. Cities, towns, townships, suburbs, etc., are typical urban settlements. EAs comprising informal settlements, hostels, institutions, industrial and recreational areas, and smallholdings within or adjacent to any formal urban settlement are classified as urban. See <i>settlement type</i> and <i>EA type</i>.</p> <p>See also <i>size and density of locality</i>.</p>
<b>Vacant stand</b>	<p>A stand, fenced or unfenced, which has no observable structure erected on it.</p>
<b>Village</b>	<p>A settlement in a tribal area. A village has delimits (boundaries), which encompass not only populated areas, but also agricultural areas, e.g. grazing land, crop land or forested land. Villages are usually under the jurisdiction of tribal authorities, headed by chiefs, while sub-chiefs are direct principals of villages.</p>
<b>Visitor</b>	<p>A person who spends census night with a household but does not live four nights a week or more with that household. The visitor can be a relative or non-relative of the household head.</p>
<b>Workers' hostel</b>	<p>Collective accommodation for workers e.g. in mines, factories, power stations, hospitals and for municipalities. Accommodation in hostels may be in single rooms or dormitories, with shared facilities such as kitchens and bathrooms. See <i>converted hostels</i>.</p>

**Appendix A: Types of living quarters – Census 2001**



\* **Residential hotels** were enumerated using Questionnaire A. **Tourist hotels** were enumerated using Questionnaire B, but they are not institutions. They must therefore always be mentioned separately if grouped with institutions for reporting purposes.

## Appendix B: Enumeration area types – Census 2001

For Census 2001, ten EA types were distinguished:

- 1 tribal settlement
- 2 farm
- 3 smallholding
- 4 urban settlement
- 5 informal settlement
- 6 recreational area
- 7 industrial area
- 8 institution
- 9 hostel
- 10 vacant

Each EA type then fell into one or other of the four broad geography types (also known as settlement types): urban formal, urban informal, rural formal and tribal areas, as shown in the table below. As the legal definition of urban meaning 'within a municipal boundary' had fallen away as a result of the new municipal demarcation, EAs were classified as urban or non-urban (rural) based on their status prior to redemarcation, plus observation of the type of economic activity and land-use.

**Table 1: Census 2001 EA type classification**

EA Type	Geography Type	Urban/Rural
0 Vacant 3 Small Holding 4 Urban Settlement 6 Recreational 7 Industrial Area 8 Institution 9 Hostel	URBAN_FORMAL	Urban
5 Informal Settlement	URBAN_INFORMAL	
2 Farm 3 Small Holding 6 Recreational 7 Industrial Area 8 Institution 9 Hostel	RURAL_FORMAL	Rural
0 Vacant 1 Tribal Settlement 6 Recreational 7 Industrial Area 8 Institution 9 Hostel	TRIBAL_AREA	

What follow are descriptions originally written to aid recognition of each type of EA, rather than formal definitions.

### 1 Tribal settlements

Villages that fall within a tribal area. Villages look like pockets of houses/huts clustered throughout the area with large areas of grassland and/or fields in between.

The appearance of such settlements varies in different parts of the country.

#### North West, Northern Province and Mpumalanga

Tribal villages are similar in looks in these provinces. Most of the land is flat and the houses are neatly arranged in square gardens and within square road blocks. Each household is usually neatly fenced with any material (reed, thatch, wire, aloes or other material). Within each plot, there may be more than one house structure, and houses vary in size from village to village and from plot to plot. Livestock is kept within the boundaries of each household.

**KwaZulu-Natal** Tribal villages look totally different. This could be due to the very hilly country. A dwelling unit could consist of more than one hut built close together with a 'kraal' in the centre of the cluster for the cattle to be kept at night. Houses or huts are arranged sometimes on hill tops and sometimes on the slopes and sometimes

along river courses. Occasionally, the houses are close together to form a village. On the other hand, there could be huts dotted all over the tribal area, each hut/hut cluster surrounded by its small vegetable garden, kraal and its own grazing area.

#### **Transkei and Ciskei**

A dwelling unit could consist of more than one hut built close together with a 'kraal' in the centre of the cluster for the cattle to be kept at night. Houses are usually close together to form a very distinct village with communal land stretching to the edge of the administrative area.

### **2 Farms**

Commercial farms cover extensive areas. The land is cultivated and the field size is usually quite large. Farm boundaries are usually easily distinguished on the photo, they are normally clear fence lines or edge of fields or roads or rivers. The fields are cultivated with a variety of crops and the crops differ from season to season and from area to area. Field size will vary and may be affected by the size of the farm, the local climate (rainy or not) and the amount of mechanisation on the farm. Most fields on commercial farms are large.

Cattle, sheep and other livestock (horses, ostrich and game on a smaller scale) are also reared on commercial farms. These farms have large fenced grazing areas (paddocks) with grass cover for the livestock to graze.

### **3 Smallholdings**

These are small farms usually on the outskirts of towns. The activity on these smallholdings is usually small-scale intensive farming. Chicken and pig farms, vegetable farms, mushroom and flower farms, small fruit farms and tunnel farming are common, as well as kennels, and some stables/riding schools.

### **4 Urban settlement**

A formal urban settlement is structured and organised. Land parcels (plots or erven) make up a formal and permanent structure. A local council or district council controls development in these areas. Services such as water, electricity and refuse removal are provided, roads are formally planned and maintained by the council. This category includes suburbs and townships.

### **5 Informal settlement**

Informal settlements or 'squatter camps' occur on land which has not been surveyed or proclaimed as residential, and the structures are usually informal. They are usually found on the outskirts of towns or in pockets of 'infill' inside towns, or along railways and roads. Some informal areas are also found in tribal areas (e.g. in Mpumalanga) and in townships. Although informal settlements occur within rural areas all EAs of this type were classified as urban informal in 2001.

### **6 Recreational area**

This category includes golf courses, caravan parks, nature reserves, forest areas, state land, public entertainment areas, parks and Botanic Gardens.

### **7 Industrial**

An area where manufacturing takes place. The type of activity ranges from light industrial (clothing, car repair shops, panel beaters, etc.) to heavy industrial (cool drink, cement, steel/aluminium, paper, appliance and car manufacturing factories, etc.). Light industrial factory buildings are smaller and usually concentrated closer to the town centres. Heavy industrial areas are found near main roads, railways, harbours and airports. Sometimes mixed with commercial areas.

### **8 Institution**

Collective living quarters with large formal buildings. There is usually more than one building on a very well-defined piece of ground and the buildings are usually fenced or walled in. This category includes hospitals, prisons, hotels, army barracks, etc.

### **9 Hostel**

Places where factory workers or mine workers live. Hostels are normally buildings set in ordered rows or blocks. Several buildings are usually isolated in numbered blocks with walls built around each block. Each block usually only has one access point. Factory or mine hostels are not to be confused with school or educational institution hostels, which are classified as institutions (a separate EA type)

### **10 Vacant**

The balance of tribal land not occupied by villages, made up of large areas of grazing land (grass), and areas under agriculture (maize crops mostly). There are also small pockets of natural forests found in the river valleys in some areas. Vacant areas are also found on the urban fringe, between built-up areas and farming areas.