

on that questionnaire. Those who are travelling on May 10, 2011 and live alone should complete their household's questionnaire before they leave or as soon as they return home.

### The Census of Agriculture

Step D of the census questionnaire is used to determine which households should participate in the Census of Agriculture, which is carried out at the same time as the Census of Population. Agricultural operators are those who have sold or intend to sell agricultural products in the next 12 months. Such households receive an additional questionnaire for the Census of Agriculture. The 2006 Census gathered information on 229,373 farm operations in Canada.

The Census of Agriculture collects a wide range of data on the agriculture industry, such as number and type of agricultural operations, farm operator characteristics, business operating arrangements, land management practices, crop areas, numbers of livestock and poultry, farm business capital, operating expenses and receipts, and farm machinery and equipment.

Census Help Line operators can also provide assistance with questions about the Census of Agriculture.

### How we protect the confidentiality of your information

By law, Statistics Canada must protect the confidentiality of the personal information contained in census questionnaires.

Names, addresses and telephone numbers are not entered into the census dissemination database. Census data are stored on an internal isolated network that cannot be connected to any outside link or accessed by any person or organization outside of Statistics Canada.

### For more information...

For more information, please contact the Census Help Line at 1-877-777-2011 or visit the census website at [www.census2011.gc.ca](http://www.census2011.gc.ca).



[www.census2011.gc.ca](http://www.census2011.gc.ca)

# 2011 Census collection

[www.recensement2011.gc.ca](http://www.recensement2011.gc.ca)

## CENSUS • RECENSEMENT

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**Canada's next census will take place in May, 2011. The census will provide information about the people who live, work and play across Canada's 9.9 million square kilometres.**

### Enumerating the population of Canada

Almost every country in the world regularly gathers important information about the persons living in its different regions. Every five years Statistics Canada conducts a census to provide a portrait of Canada and its people.

Statistics Canada is the federal agency which is responsible under the *Statistics Act* for conducting the Census of Canada. By law, each household must provide the information requested in the census, and by the same law, Statistics Canada must protect the confidentiality of the personal information provided by respondents.

Census data are used to calculate population estimates. These estimates are used to allocate transfer payments from the federal government to the provinces and territories, and from the provincial/territorial governments to municipalities.

In 2010-2011, provinces and territories received over \$64 billion from the federal government through major transfers, direct targeted support and trust funds. Even a small error in the estimates could lead to the misallocation of millions of dollars.

The census enumerates the entire population of Canada, which consists of citizens (by birth and by naturalization), landed immigrants and non-permanent residents and their families living with them in Canada. Non-permanent residents are persons who hold a work or student permit, or who claim refugee status.

The census also counts citizens and landed immigrants who are temporarily outside the country. This includes federal and provincial government employees working outside Canada, embassy staff posted to other countries, members of the Canadian Forces stationed abroad, and all Canadian crew members of merchant vessels and their families.

### Delivery of questionnaires

Starting May 3, a letter will be delivered to 60% of Canadian dwellings. This letter replaces the traditional paper questionnaire and provides information so respondents can complete the questionnaire online. The letter also contains a toll-free number respondents can call to request a paper questionnaire.

About 20% of dwellings will receive a questionnaire package by mail.

The remaining 20% of dwellings will have questionnaires dropped off by enumerators. At a small number of dwellings enumerators will conduct personal interviews.

Personal interviews are normally conducted in remote and northern areas of the country and on most Indian reserves. They are also conducted in large urban downtown areas where residents are transient.

For most dwellings, one respondent completes the questionnaire for the entire household using either the online or paper questionnaire. The paper questionnaire is mailed back in the postage-paid green envelope. They will also be given a toll-free number that they can call if they wish to complete the questionnaire over the telephone.

### **Statistics Canada census enumerators**

Approximately 5,000 crew leaders and assistants will be hired to recruit, train and supervise around 30,000 census enumerators. Census enumerators are hired for approximately 10 weeks, from May to the end of July.

Census staffing procedures are applied uniformly throughout Canada. Before being considered for a census position, candidates must pass the selection test, a personal interview, reference checks and security checks in accordance with the federal Government Security Policy.

### **The census questionnaire**

All households will receive a census questionnaire with ten questions on topics such as relationship to Person 1, age, sex, marital status and language.

### **The census online questionnaire**

The online questionnaire will be available in almost all parts of Canada starting in May 2011.

Each letter or paper questionnaire will have a unique secure access code printed on the front along with the 2011 Census website address ([www.census2011.gc.ca](http://www.census2011.gc.ca)). Respondents will use the unique code to access their questionnaire online. Answering the questions online is a secure, simple and convenient way to complete the census questionnaire.

### **The Census Help Line**

The Census Help Line (CHL) is a national, toll-free telephone service that provides assistance to people with questions or comments, or to those who encounter problems while completing their census questionnaire.

Census Help Line operators can also assist respondents by helping them complete the questionnaire over the telephone. To perform this service, the CHL operator requires the respondent's address.

Respondents should call the CHL if they:

- have a question about filling in their census form or want some information about the census
- are having trouble filling in their census form
- need a new census form because the original is lost or damaged
- need a second one because there is not enough room to enter the information for all of the people who live in the household
- did not receive a letter or a questionnaire by Tuesday, May 10
- want to complete the census questionnaire over the telephone
- need a new secure access code to answer their questionnaire online.

Respondents may also contact this service to obtain a copy of the census questions in alternative forms (including braille, audio and large print) and in other languages in addition to English and French.

Operators for CHL will be on duty starting May 2, from 8 a.m. to 8 p.m. The service is free and operators will take calls in English and French. Efforts will be made to answer questions in other languages. To contact the CHL toll-free from anywhere in Canada, call 1-877-777-2011. TTY users may call 1-866-753-7083.

### **Official languages**

All letters and questionnaire packages are bilingual.

### **How to complete the questionnaire**

An adult completes the questionnaire for all members of the household. This person is called "Person 1."

Begin the list with the adult listed as Person 1 followed, if applicable, by that person's spouse or common-law partner and then their children. Continue with all other persons who usually live at this address.

Person 1 enters the names of all persons who usually live in the household, along with their relationship to Person 1. This includes all newborn babies, children, co-tenants, roomers, children who live elsewhere when in school, children under joint custody who live in the dwelling most of the time, and persons who usually live in the dwelling but have been living in an institution such as a hospital, residence for senior citizens or prison for less than six months.

### **Special enumerations**

The enumeration of Canada's population extends beyond rural and urban households. This section provides information on enumerating people whose residence on May 10, 2011 is not their regular dwelling.

### **Enumeration of students**

Students attending school out of town but who return home when school is not in session should be included on their parents' questionnaire, as part of the regular household.

Because a school residence is considered a collective dwelling and each resident of a collective dwelling must complete a census questionnaire, students living in residences must also complete the first two pages of the census form, seal it in the envelope provided, and return it to the location in the residence which is noted on the outside of the envelope.

Similarly, students working out of town on May 10, 2011 should be included in their regular household. If students are staying in a hotel or motel, at a camp, or at a YMCA/YWCA because of a job, they must also complete the first two pages of the census questionnaire received at that location.

### **Collective dwellings that do not provide care or assistance services**

Inns, hotels, motels, campgrounds, YMCA/YWCAs and military bases are examples of non-institutional collective units.

Persons living in these units are self-enumerated in the same way as households. However, persons staying temporarily in such a unit on May 10, 2011 will still be enumerated at their usual place of residence. Because everyone in the collective must be accounted for, they will only be asked to complete a few questions on the form that they receive at the collective unit.

### **Collective dwellings that provide care or assistance services**

Prior to May 10, 2011, Statistics Canada develops lists to identify institutions such as detention facilities, hospitals, residences for senior citizens, orphanages, prisons and shelters for homeless people.

To be enumerated, residents must have lived at the facility for at least six months. Otherwise, the resident is counted at his or her regular place of residence.

In most of these facilities, the questions will be completed for each resident using the institution's administrative records. If it is not possible to obtain answers to all of the census questions, the enumerator will attempt to record at least the age and sex of each resident.

Seniors who reside in institutions or residences within their own distinct, separate living quarters, and who are able to complete the census questionnaire, will receive their own census form to complete.

### **The census in remote areas**

For dwellings which are traditionally difficult to enumerate or are in very remote locations, the questionnaire is completed by a personal interview. In some northern and remote areas of Canada, enumeration begins in February before respondents migrate to hunting and fishing camps for the summer. Translations of the census questions are available in a number of languages, as well as English and French, so that respondents can read the questions in their own language.

### **Canadians abroad**

At Canadian embassies, heads of missions are asked to assist in enumerating all Canadians in the service of the Government of Canada outside the country. They appoint an enumeration co-ordinator who sees to the enumeration of employees in each department, along with their families.

Military and civilian personnel stationed outside Canada and their families, as well as persons on board vessels of the Canadian Forces, the Canadian Coast Guard, the Merchant Navy and other ships, are all enumerated in the same way.

### **Travelling in Canada**

People normally living in Canada who are travelling on May 10, 2011 are still required to complete and return a census form. Those staying in a hotel, motel, campground or hostel on May 10, 2011 will be given a form to complete which asks for the individual's name and address. If there is someone still at home in your household, this person should include you