

# CENSUS OF SCOTLAND, 1891.



## INSTRUCTIONS

FOR FILLING UP THE COLUMNS HEADED "PROFESSION OR OCCUPATION."

### GENERAL INSTRUCTIONS.

1. The precise nature of the occupation must be inserted in Column 5, in accordance with the Special Instructions given below.
2. A person following several distinct occupations must state each of them in the order of their importance.
3. Persons who have retired from their profession, business, or occupation must state their former calling, with the addition of the word "Retired"—e.g., "Retired Farmer," "Retired Grocer," "Retired Blacksmith."
4. The occupations of women and children are to be stated as well as those of men.

5. A cross must be made in Column 6, headed "Employer," when the person is a master, employing under him workers in his trade or occupation; in Column 7, headed "Employed," when the person is working in a trade or industry under a master; and in Column 8, headed "Neither Employer nor Employed," when the person neither employs other workers in his trade or occupation, nor works for a master, but works on his own account. Married women assisting their husbands in their trade or occupation are to be returned as "Employed."

These three Columns, 6, 7, and 8, refer only to employment in trades and industries, and NOT TO THE EMPLOYMENT OF DOMESTIC SERVANTS.

### SPECIAL INSTRUCTIONS.

1. MAGISTRATES, MEMBERS OF PARLIAMENT, and OFFICIALS may state their official title, but must also state their profession or occupation, if they have any.
2. Persons serving in the ARMY, the NAVY, or the CIVIL SERVICE should state their grade and the branch of the service to which they belong.
3. MINISTERS OF RELIGION.—Clergymen of the Church of Scotland to return themselves as "Minister of—(Parish)," or "Assistant Minister of—(Parish)," or "Minister of Established Church (no chapel)," Episcopalians, Roman Catholic Priests, and Ministers of Foreign Churches, to return themselves as such, and to state the name of the church or chapel, if any, in which they officiate. Priests and Ministers of other Churches must state to what community they belong, e.g., "Minister of—Free Church," "Minister of—United Presbyterian Church," "Minister of—Independent Chapel," &c. Local or occasional preachers must return their ordinary occupation, but may add "Local Methodist preacher," &c. &c.
4. LEGAL PROFESSION.—Advocates to state whether or not they are in actual practice. Advocates in Ayrton will add the words "in Ayrton" to the description "Advocate." The designation "Writer to the Signet," or "Solicitor," to be confined to those whose names are actually on the Roll. Other persons practicing the law to designate themselves as "Writer," "Prosecutor," &c., according to circumstances. Advocates are so to return themselves. Clerks in Law Offices should state whether they are *Managing, Apprenticed, or General Clerks*, Officers of any Court, to state the name of the office and the name of the Court.
5. Members of the various branches of the MEDICAL PROFESSION should state whether they are duly registered practitioners, and whether they are as PHYSICIAN, SURGEON, GENERAL PRACTITIONER, DENTIST, &c.
6. PROFESSORS, TEACHERS, &c., should state the branch of Science or Art or Knowledge which they follow. ARTISTS also should state the Art which they pursue.
7. STUDENTS of Theology, Law, Medicine, or other branches of Knowledge should return themselves as such.
8. SCHOLARS.—Children or young persons attending a school, or receiving regular instruction at home, to be returned as "Scholars."
9. Farmers' Sons, or other Relatives, employed on the farms should be returned as "Farmers' Sons," "Farmers' Brothers," &c.
10. AGRICULTURAL LABOURERS, SHEPHERDS, and others employed on Farms must return themselves as such. The term "Labourer" must not be used by itself to describe an "Agricultural Labourer." Men employed on Farms and living in the Farmer's house may return themselves as "Farm Servants," but this term should not be used for domestic servants in a Farm house.
11. MERCHANTS, BROKERS, AGENTS, &c., must state the particular Branch of Commerce in which they are engaged—e.g., "East India Merchant," "Stock Broker," " Cotton Broker."
12. SHOPMEN and SHOPWOMEN should state in what branch of business they are employed—e.g., "Draper's Assistant," "Milliner's Shopwoman." Such terms as Manager, Foreman, Superintendent, should never be used without stating the special branch of trade in which the person is employed.
13. DOMESTIC SERVANTS should state the nature of their service, adding in all cases "Domestic Servant." Examples: "Cook—Domestic Servant," "Gardener—Domestic Servant," "Cook—Domestic Servant."
14. The vague term "Engineer" which might equally designate a civil engineer or an engine driver, or an engine maker, is never to be used alone. CIVIL and MINING ENGINEERS should describe themselves as such. ENGINE and MACHINE MAKERS should specify the precise branch of the trade in which they are employed—e.g., "Steam Engine Maker—Fitter," "STEAM DRIVERS, STEAM FURNACES should state whether they drive or stoke Railway Engines, Ship's Engines, or Stationary Engines, or whether they are Firemen, Steam—e.g., "Stoker on Steamship," "Railway Engine Driver," "Gas Stoker," "Furnace Stoker at Polders."
15. ARTISANS, MECHANICS, and WORKERS in Manufacture generally, should state distinctly not only the general name of the industry in which they are employed, but the particular branch of the industry in which they are engaged, and also the material in which they work, if it be not implicit in the name, and if such name be common to several industries—e.g., "Brass-founder," "Wool-carrier," "Fitz-carrier," "Furniture-maker—Furniture," "Printer—Composition." Such terms as Founder, Finisher, &c., &c., common to many industries, must not be used without more precise description.
16. WEAVERS, SPINNERS, &c., should invariably state the material in which they work—e.g., "Cotton-spinner," "Silk-Weaver," &c.
17. MINERS should always state the kind of mine in which they work—e.g., "Coal-mine," "Lead-mine." The term "miner" should never be used alone.
18. LABOURERS, PORTERS should specify the nature of their employment—e.g., "Railway Porter," "Agricultural Labourer," "Drill-labourer," "Labourer to Shipyard," "General Labourer." The term "Labourer" should never be used alone.
19. Persons ordinarily engaged in some industry, but OUT OF EMPLOYMENT at the time of the Census, should be so described, as "Coal-miner, unemployed," "Printer, unemployed."
20. PERSONS FOLLOWING NO PROFESSION, TRADE, OR CALLING, but deriving their income from land, houses, dividends, or other private sources, should return themselves as "Living on private means." Such indefinite terms as "Gentleman," "Esquire," &c., should not be used.

No. \_\_\_\_\_  
HOUSEHOLDER'S SCHEDULE.  
Prepared under the direction of Her Majesty's Secretary for Scotland, pursuant to the Act 53 and 54 Vic. c. 38.  
The following compartments to be filled up by the Enumerator.

Registration District.		Parish.		
City, Town, Village, or Hamlet.		Street, Square, &c., or Road.		
Name and No. of House.		Number of Rooms with one or more Windows.		
Name of Occupier.				

### TO THE OCCUPIER.

With the exception of the above compartments, this paper must be in compliance with the Act, be filled up by the Occupier or person in charge of the dwelling.

If a house be let or sub-let to separate Persons or Families each occupier must make a return for his portion of the house upon a SEPARATE SCHEDULE.

Before filling up the Paper all the Instructions printed in the Headings and on the back of the Schedule should be carefully read.

This Paper will be CALLED FOR on MONDAY, April 6th, by the appointed Enumerator,

and it is desirable that you should have the answers written in the proper column by the morning of that day, in order that his progress may not be delayed. It will be his duty, under the Act, to complete the return if it be defective, and to correct it if erroneous. Any person authorized by you may write in the particulars, if you are yourself unable to do so.

Persons who refuse to give INFORMATION, or who wilfully give FALSE INFORMATION, as to any of the required particulars, are liable, on conviction under the Summary Procedure Act, 1864, to a Penalty of Five Pounds.

The Return is required to enable the Secretary for Scotland to complete the TENTH Census. The facts will be published in General Abstracts only, and strict care will be taken that the returns are not used for the gratification of curiosity.

STAIR AGNEW,  
Registrar-General.  
Approved,  
LOTHIAN,  
H. M. Secretary for Scotland.  
Scottish Office, Whitehall.

4	3	2	1	Name and Surname.	Relation to Head of Family.	Condition as to Marriage.	Age (Full Years, Days, and Sex).	Profession or Occupation.	Employer.	Employed.	Neither Employer nor Employed.	When Born.	Gaelic.	If (1) Deaf and Dumb, (2) Lunatic, (3) Blind, or (4) Idiote, or (5) Infirm.
				John Campbell	Head of Family	Married	46	Farmer	+			1845		
				Anna Douglas	Wife	Married	41	Farmer's Wife				1844		
				John Douglas	Son	Unmarried	20	Farmer's Son				1871		
				Elizabeth Douglas	Daughter	Unmarried	18	Assistant				1873		
				John Douglas	Son	Unmarried	17	General Servant (Domestic)				1874		
				Thomas Douglas	Son	Unmarried	15	Farmer's Servant				1876		
				John Laidlaw	Head of Family	Unmarried	40	Navigator				1851		
				Elizabeth Laidlaw	Wife	Married	38	Navigator's Wife				1853		
				John Laidlaw	Son	Unmarried	22	Navigator's Son				1869		
				Thomas Laidlaw	Son	Unmarried	19	General Servant (Domestic)				1872		
				John Laidlaw	Son	Unmarried	17	Farmer's Servant				1874		
				Thomas Laidlaw	Son	Unmarried	15	Farmer's Servant				1876		
				John Laidlaw	Son	Unmarried	13	Farmer's Servant				1878		
				Thomas Laidlaw	Son	Unmarried	11	Farmer's Servant				1880		
				John Laidlaw	Son	Unmarried	9	Farmer's Servant				1882		
				Thomas Laidlaw	Son	Unmarried	7	Farmer's Servant				1884		
				John Laidlaw	Son	Unmarried	5	Farmer's Servant				1886		
				Thomas Laidlaw	Son	Unmarried	3	Farmer's Servant				1888		
				John Laidlaw	Son	Unmarried	1	Farmer's Servant				1890		
				Thomas Laidlaw	Son	Unmarried	11	Farmer's Servant				1879		

NOTE.—Examples of the mode of filling up the Schedule are given in another part of this Form.

TABLE No. 20.—HOUSEHOLDER'S SCHEDULE.

LIST OF THE MEMBERS OF THIS FAMILY, OF VISITORS, OF BOARDERS, AND OF SERVANTS, WHO SLEPT OR ABODE IN THIS DWELLING ON THE NIGHT OF SUNDAY, APRIL 5TH, 1891.

1.	2.	3.	4.		5.			9.	10.	11.
			AGE (Last Birthday) and SEX.		PROFESSION OR OCCUPATION.					
NAME AND SURNAME.	RELATION TO HEAD OF FAMILY.	CONDITION AS TO MARRIAGE.	AGE (Last Birthday) and SEX.		Employer.	Employed.	Neither Employer nor Employed, but working on own account.	WHERE BORN.	GAELIC.	If (1) Deaf and Dumb, (2) Blind, (3) Lunatic Imbecile, or Idiot.
No Person absent on the Night of Sunday, April 5th, to be entered here; except those who may be TRAVELLERS or out of Water during that Night (and are not elsewhere returned), and who RETURN HOME ON MONDAY, APRIL 6TH.  Write after the Name of the Head of the Family, the Names of his Wife, Children, and other Relatives; then Visitors, Boarders, and Servants.	State whether Head, or Wife, Son, Daughter, or other Relative, Visitor, Boarder, or Servant.	Write either "Married," "Widower," "Widow," or "Unmarried," opposite the Names of all Persons except Young Children.	Insert opposite each name the Ages of Males in Column headed "Males," and those of Females in Column headed "Females."  For Infants under one Year, state the Age in Months, writing "Under 1 Month," "1 Month," "2 Months," &c.					Before filling up Columns 5, 6, 7, and 8, you are requested to read carefully the "INSTRUCTIONS" printed on the other side.		
			Males.	Females.						
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										

I declare the foregoing to be a true Return, according to the best of my knowledge and belief.

Witness my Hand, (Signature)