

Within each regional office area, the electoral districts were subdivided into census districts, which in turn were subdivided into enumeration areas. There were 1,336 census districts, each supervised by a census commissioner who reported to the regional office. A total of some 32,000 enumeration areas were allotted to census enumerators. The enumerators went from door to door collecting the information required by the census. They were the only officials with whom the general public came in direct contact.

Census commissioners were appointed by the Minister of Trade and Commerce with the assistance of the Members of Parliament, and were instructed by officers of the Dominion Bureau of Statistics in their administrative and technical duties. The appointment of enumerators was recommended by the commissioners on the basis of their suitability. For the most part, enumerators were paid on a piece-work basis, i.e., according to population, farms, etc. enumerated.

For a census that covers half a continent, embracing the most varied conditions of nature and settlement, uniformity of plan is clearly impossible. In Labrador, the northern parts of the Prairie Provinces, the Eastern Arctic, certain areas of Quebec and the remote parts of the North, the census was taken by the Royal Canadian Mounted Police and officials of the Department of Northern Affairs and National Resources. Representatives of the Departments of Citizenship and Immigration, National Defence, External Affairs and Trade and Commerce also assisted in the enumeration of the Canadian population living at home and abroad.

Practically every known means of transportation was used. Some enumerators did, of course, go on foot and others used automobiles. In the Far North, river steamers and dog-sleds were employed, and to reach many of the settlements in Newfoundland it was necessary to go by ship or boat. In some districts aircraft were used.

Compilation of Census Statistics

As enumerators complete the collecting of information in their enumeration areas, so must this material be forwarded to the regional office and then to head office for the various operations required to prepare the figures for the final stages of tabulation and publication.

Before 1951, this processing was strictly a head-office task, but the increased volume of material raised difficulties in space and staff and decentralization was introduced. Eight regional offices across Canada now carry the processing through from the point of receiving the material from the field, determining acceptability, taking the necessary action to correct unacceptable material, forwarding the checked returns to head office, and the authorizing of payment of accounts for temporary field staff by the local Treasury Office.

A series of step-by-step operations is required to complete the processing in the eight regional offices. Wall-type record systems are used to ensure control of these operations. Movement of material from one operation to the next is a priority matter, i.e., on a "first-in-first-out" basis.

Each regional office is, within limits, a complete operating unit, under the co-ordinating direction of the regional officer, a full-time employee thoroughly experienced in dealing with field problems. One or two staff members from head office are assigned to each regional office. They are familiar with census procedures and requirements and are able to assist with technical processes and problems. Staff estimates and production rates are worked out in advance and temporary office staff is recruited from the surrounding area by the Civil Service Commission and the supervisors for the separate operations are selected from the clerical staff.