

of the building. A legal entity (co-operative, limited liability company, joint-stock company) is registered as the building owner in the Real Estate Cadastre). There are no dwellings owned by a natural person, i.e. dwellings whose owners are registered in the Real Estate Cadastre even if those owners later formed a legal entity in order to administer real estates.

4. FLOOR SPACE OF THE DWELLING

The floor space of the dwelling is to be stated in whole numbers. The data are to be filled in from the right.

Kitchen –state the floor space of the kitchen and the kitchenette.

If the dwelling consists of one room only – kitchen-living room, state its floor space on this place.

Rooms (without kitchen) – state the total of floor space of all rooms having the area of more than 4 m².

Other parts of the dwelling – state the total of floor space of facilities, hall, larder, chamber etc., do not count attic, basement, balcony, staircases.

Parts of the dwelling used for business or working purposes are to be included in the category "other parts of the dwellings", and not to the category "rooms"

5. NUMBER OF ROOMS (WITHOUT KITCHEN)

State the number of rooms having the area of 4 - 7,9 m² and the number of rooms having the area of 8 m² and more. If the dwelling is formed by one room only – a living room-kitchen, write in zeros.

Parts of the dwelling used for business or working purposes (for doing your job) are not to be included in the number of rooms.

6. LOCATION OF THE DWELLING

If the dwelling occupies two storeys, write in the lower one. If the dwelling is located in the attic, the attic is considered as another storey.

Basement, cellar is to be indicated if the dwelling is located underground.

Ground floor and 1st floor is to be indicated if the dwelling is located in a two-storey family house.

BUILDINGS

The Building Census Questionnaire is to be filled in by the building owner. If the building is run by a building manager, the building manager is to fill it in.

Any questions concerning filling in the forms shall be answered by enumerators. They will also provide you with any other necessary information or may help you fill in the forms.

7. GAS

The use of pressure gas cylinders is not considered as piped gas and is to be stated as "no piped gas available in the housing unit".

9. HOT WATER

Other or combined sources are to be indicated by households which use central heating or heating with boiler in the housing unit in winter, and another source in summer.

10. MAIN TYPE OF HEATING

Central heating is heating by a source located outside the dwelling or located in a room designated for it including cellar in a family house with one dwelling. If the boiler of the heating is located in the housing unit in a special room designated only for that purpose, state **central heating with boiler in the building** (refers to a family house).

Heating with boiler for one housing unit is heating established for one housing unit only, it is connected to one source of heating and it is operated directly by the dwelling user. **Heating with boiler in the housing unit** is to be indicated in cases where the boiler is located e.g. in the kitchen, in the hall or in the bathroom.

11. ENERGY USED FOR HEATING

Energy from the boiling room outside the building is to be indicated in cases where the building is connected to a remote central heating or to a boiling room for a group of building.

In other cases state the main type of energy, or the type of fuel used for heating.

Other type includes e.g. solar energy, wind energy, biogas and other type of fuel that is not listed individually.

14. NUMBER OF CARS

17. PERSONAL COMPUTER

Business cars or computers are to be stated only in cases where they can be used by household members for personal purposes. On the contrary, e.g. a personal computer that is placed in the dwelling but is used exclusively for carrying out business or job cannot be considered as household equipment

THE CZECH STATISTICAL OFFICE



Sčítání lidu, domů a bytů

DETAILED EXPLANATORY NOTES TO SEVERAL QUESTIONS IN THE CENSUS QUESTIONNAIRES

The forms are to be filled in with data valid at midnight from 28 February to 1 March 2001.

CENSUS QUESTIONNAIRE - PERSONS

The Census Questionnaire shall be filled in by all persons present at the moment of the census on the territory of the Czech Republic regardless of the fact whether they live in a dwelling, a housing unit or elsewhere. When counting persons in dwellings or facilities that serve as permanent or long-term residence, the questionnaire has to be filled in also for persons who are temporarily not present, provided that they have permanent residence in the dwelling (facility) or that they are registered with the police as residing there (temporary residence of foreigners). Another person from the same household (facility) shall fill in the questionnaire for persons temporarily not present. The data for minors are to be provided by their legal representatives, for persons deprived of their legal capacity by their custodian.

Foreigners with a short-term residence are to fill in only questions indicated by the symbol. ◀

4. TYPE OF RESIDENCE

In addition to citizens of the Czech Republic, foreigners and persons without citizenship may also have permanent residence on the territory of the Czech Republic provided that they have a residence permit (a residence permit card).

Long-term stay may be stated only by foreigners with a temporary stay on the territory of the Czech Republic provided that the duration of their stay exceeds 90 days. This category includes temporary stay with a visa for a stay of over 90 days, a visa for the purpose of tolerating a stay, a visa for the purpose of temporary protection and temporary stay without a visa on the basis of an international convention with a particular country.

"permanent - present" or "long-term (more than 90 days) - present": is to be stated by persons who were at the time of the census present at the place of their permanent residence (long-term stay) and also by persons who were at work or in a means of transport on their way home at the time of the census.

"permanent – temporarily not present" or "long-term (more than 90 days) – temporarily not present": is to be stated by persons who were temporarily not present at the place of their permanent residence (long-term stay) at the time of the census, e.g. because of business trip, holidays, stay in hospital, accommodation of pupils and students at dormitories, basic military service, prison etc.

"temporarily present": is to be stated by all persons who have registered their place of permanent residence or a long-term stay at a different address from that of their stay at the time of the census. These persons are to state the accurate address of the place of their permanent residence (long-term stay).

"short-term" (up to 90 days): may be stated only by foreigners staying on the territory of the Czech Republic for a short time (up to 90 days). This category includes temporary stay for a short-time visa – visa for a stay up to 90 days, exit visa, transit visa, air visa, visa for the purpose of granting asylum, temporary stay without visa.

5. CITIZENSHIP

Stateless persons write in "stateless". In case of double citizenship, state both.

6. NATIONALITY

Everyone has the right to freely decide about their nationality. Nationality is understood to be affiliation to a nation, national or ethnical minority. What is decisive for determination of nationality is not mother tongue or most frequently used language or language that is well mastered, but the person's own decision. If the person believes to belong to more nationalities or to none, state it so in the questionnaire. Nationality of children aged under 15 is determined according to their parents' nationality.

8. LEGAL MARITAL STATUS

Fill in marital status de jure, i.e. legal marital status. Relationship boyfriend – girlfriend may be filled in on the back-page of the Census Questionnaire – Housing Units.

11. NUMBER OF LIVE-BORN CHILDREN

To be filled in by all women aged over fifteen.

In the left column, write in the total number of children born to a woman prior to the census (before marriage, during marriage or out of wedlock), even if some of the children died later.

Childless women write in zero.

In the right column, married women write in the number of children born in the current marriage, divorced or widowed women write in the number of children born in the last marriage. Women whose marriage is (or the last marriage was) *childless and single women write in zero.*

14. RELIGION, BELIEF OR WITHOUT DETERMINATION

Everyone may freely decide to which Church, religious association or belief they belong or whether they state "without denomination". Children aged under 15 state religious belief of a parent at their discretion. If you state a Church or religious association registered in the Czech Republic, indicate please the accurate name according to the following list:

Churches and religious associations registered in the Czech Republic:

Apostolic Church
Baptists Union Church
Church of the Seventh-Day Adventists
Brethren Church
Czechoslovak Hussite Church
Church of Jesus Christ of Latter Day Saints
Greek Catholic Church
Roman Catholic Church
Evangelical Church of Czech Brethren
Evangelical Church of the Augsburg Confession in the Czech Republic
United Methodist Church
Federation of Jewish Communities
Moravian Church
Christian Brethren Assemblies
Lutheran Evangelical Church of the Augsburg Confession in the Czech Republic
Czech Unitarians
Religious Society Jehovah's Witnesses
New Apostolic Church
Orthodox Church in Czech Lands
Silesian Evangelical Church of the Augsburg Confession
Old Catholic Church in the Czech Republic
If you state another Church, religious association or belief, please, state it as accurately as possible.

15. COMPLETED EDUCATION

To be completed only by persons aged more than fifteen according to the highest completed school. The form of education (daily attendance, correspondence course, etc.) is not important.

Without education:

To be filled in by persons who have not completed the first grade of elementary education

Not completed elementary education:

To be filled in by persons who completed only accessory elementary school, first cycle of elementary school or earlier community or national school.

Elementary education:

To be fulfilled by students of six-year and eight-year secondary grammar school, or eight-year conservatoire studies provided that they have completed the first two or four years of the appropriate secondary grammar school (conservatoire), i.e. they have achieved the age of completion of the elementary school. Elementary education to be stated also by persons who completed special school, practical school or special elementary school.

Post-secondary education:

To be stated by school-leavers from post-secondary specialized schools, conservatoires provided that they have completed it by practical approval, former post-secondary education (i.e. education obtained after passing leaving exam within secondary general education) and experimental post-secondary education at secondary technical schools.

University – Bachelor's degree:

To be stated only by graduates from Bachelor's study programme (Bc., BcA.).

University education:

To be stated by most graduates from universities (Czech titles: Mgr., MgA., Ing., MUDr., JUDr., RNDr., MVDr., PhDr., ThDr. etc.).

Second stage of university education:

To be stated by graduates from second stage of university education, i.e. those who have one of the following Czech titles CSc., DrSc., PhD, etc. (titles stated behind the name).

16. FIELD OF STUDY INCLUDING APPRENTICESHIP

To be filled in by persons with higher than elementary education. Field of study may be for instance: science, electricity, philosophy, economics, etc. In case of secondary grammar school, state "general preparation". If study is completed at more schools of an equivalent level, state the field which is (or was) used in your employment, if none of them is (or was) used, state the field of the last completed school.

17. ECONOMIC ACTIVITY

To be filled in by all persons.

I. group - Employed

Employees, employers, self-employed: to be stated by all persons aged over 15 who at the time of the census were in paid employment as employees, employers, entrepreneurs, and self-employed. To be stated also by persons who do their basic military service, special military service, civil service, military exercise, who are in custody or in prison.

Working students and apprentices: students and apprentices tick this category, if they are in paid employment at the time of the census regardless of the fact whether they work full time or part-time and despite the fact that their main occupation is study or preparation for future profession.

Women on maternity leave (28 or 37 weeks): To be stated by women on maternity leave of only 28 or 37 weeks, who are still employed.

II. group - Unemployed

Unemployed: To be stated by all persons aged over 15 who were jobless, looking for job and who were ready to start work immediately at the time of the census.

III. group – Economically not active

Others with own resources for living: To be stated by persons who are not employed but who live on other sources: e.g. on savings, rents, scholarships, profit from property, dividends, social allowances etc. To be stated also by women on further maternity leave and men provided that they receive family allowances.

Pupils, students, apprentices: To be stated by those whose main occupation is studying at all types of schools.

Pre-school children and other dependent persons: To be stated by children and adults who are dependent on a household member.

18. OCCUPATION

State the particular activity you do in your job as accurately as possible. Soldiers in basic military service, in special service and in civil service state "soldier in basic service". Persons at a military exercise state occupation from which they are temporarily relieved, women on maternity leave of 28 or 37 weeks, persons in custody or in prison and unemployed state the last performed occupation. In case of two occupations, state the main occupation.

19. POSITION IN EMPLOYMENT

Employers:

This is to be indicated by persons who within their business activity employ one or more persons – employees.

Employees in paid employment:

This is to be indicated by persons in employment for a determined or undetermined period of time, appointed or voted employees and civil servants (including members of armed forces, policemen, soldiers of basic military service, civil military service or special military service).

Other employees:

This is to be stated by persons who are employed on the basis of working contracts and agreements and contracts for work.

Self-employed (including entrepreneurs without employees):

This is to be stated by persons having a trade authorization who do not employ any other persons – employees - within their business. They are persons registered in the Business Register, Trade Register (Trade Certificate, concession), persons doing business in accordance with special regulations (physicians, veterinaries, attorneys at law, experts, auditors, artists etc.), persons carrying out agriculture activities according to special regulations.

Members of producers' co-operatives:

To be stated by members of producers', agricultural or other co-operatives. *They are not proper employees of such co-operatives or members of consumption co-operatives.*

Contributing family workers:

This is to be stated by persons who work on a different ground than legal working relationship. If family members are employed in a family enterprise on the ground of e.g. a working contract, they are to indicate themselves as employees in employment.

20. BRANCH OF ECONOMIC ACTIVITY

The branch is to be determined according to the main type of economic activity which leads to creation of particular products or services.

Chose one out of the following list:

Agriculture, hunting and related activities
Forestry, wood production and related activities
Fishing, fish-farming
Extraction of black and brown coal, peat
Extraction of crude oil, natural gas, uranium ore and other ores and minerals
Food industries and tobacco industry
Textile industry
Clothing industry, fur processing and dyeing
Leather industry
Wood-working industries
Paper and polygraphic industry
Publisher's activities
Coke industry, crude oil refineries, production of nuclear fuels
Chemical and pharmaceutical industry
Rubber industry
Glass, ceramics, china-ware and building material industry
Metal and metal-working product production
Production of machines and devices for further production
Production of electric and optic devices
Production of means of transport
Other manufacturing industry
Production and distribution of electricity, gas and water
Construction industry
Sale and repair of motor vehicles, sale of fuels
Wholesale and its mediating
Retail trade, repairs of consumption goods
Catering and accommodation
Land transport, pneumatic, pipe, tube transport
Transport by water
Air transport
Secondary and supporting activity in transport, travel agents' activity
Post and telecommunications services
Banking

Insurance industry excluding social security

Activities in the area of real estates

Lease of machines and devices without staff

Data processing and related activities

Research and development

Services, notably services for companies

(legal services, consulting, book-keeping, advertising activity, protection of persons and property, market research etc.)

Public administration, defence, social security

(state administration, self-government, judiciary, prosecution, penitentiaries, security and order, administration of obligatory social security)

JOURNEY TO WORK AND SCHOOL (questions Nos. 22 - 25.)

The following data are surveyed:

- *moving from the place of permanent residence* (question 22. Place of work, school and question 23. Frequency of journey to work and school) and

- *everyday journey of employees, pupils, apprentices and students* (question 24. Daily journey to work and school and question 25. Means of transport)

The questions are to be filled in by employees, employers, self-employed, working pensioners, women on maternity leave of 28 or 37 weeks, pupils, students and apprentices. Students and apprentices state **data on journey to school** even if they stated in question 17 (economic activity) that they are "working students and working apprentices". Persons who work on shifts are considered to be daily commuting. Daily journey to work or school may be also within one village or community.

22. PLACE OF WORK, SCHOOL

Persons who often change their place of work (e.g. workers on assembly, constructions) and persons without a permanent place of work (e.g. street dealers) indicate it according to reality as of 1st March 2001. Workers in transport (drivers, pilots etc.) indicate the place of recruitment. Persons working or studying abroad indicate the country.

24. DAILY JOURNEY TO WORK AND SCHOOL

Duration of daily journey to school **relates to everyday journey**. Persons who do not commute to work and school from their place of permanent residence everyday (but weekly, monthly) and have temporary residence in the place of work or school (accommodation facilities, sub-lease, students' dormitory etc.) state **duration of daily journey from the place of their temporary residence** to work or school.

HOUSING UNITS

Data on the dwelling are to be given by its user. If the dwelling is not occupied, the data are to be given by the building owner, or, if the administration of the dwelling is performed by an administrator, the data are to be given by the administrator. If a dwelling is not occupied, fill in only the following questions: no 1 Type of housing, no 2 Occupancy status of the dwelling (reason for the inoccupancy) and no 3 Legal reason for the use of the dwelling

1. TYPE OF HOUSING

A dwelling is a set of rooms, or one room, which, according to a decision of a building authority, by its technical arrangement and equipment complies with requirements set for permanent residence.

Mobile housing unit is an accommodation facility which may be transported, e.g. a trailer, an inhabitable ship, a caravan, and which serves somebody as a place of permanent residence.

Emergency dwelling includes various shelters, emergency and temporary constructions, barracks, cabins, houses not approved by a building authority's decision, emergency dwellings at working sites etc.

Weekend-house is a building which by its parameters complies with requirements for recreation. This category includes also excluded cottages, garden houses, recreation houses.

2. OCCUPANCY STATUS OF THE DWELLING

A dwelling is **occupied permanently**, if at least one person usually resides in it and has a permanent residence in it.

A dwelling is **occupied temporarily**, if it serves only for temporary stays (e.g. because of employment, study)

3. LEGAL REASON FOR THE USE OF THE DWELLING

A dwelling in own house is mostly in a family house, but may be also in own apartment building.

Educational system

Health care system, veterinary and social activities (health care facilities, veterinary services, social care facilities with and without accommodation)

Other public and private services

(cultural and sport activities, services – hairdresser's, cleaner's, waste disposal etc., activities of social, political, religious, interest and other organizations, activities of multinational organizations).

Duration in minutes includes the total period of time between leaving home (place of temporary residence) and entering the place of work or school, i.e. including walking to a public transport station and from a public transport station, waiting for a means of transport, changing, etc.

25. MEANS OF TRANSPORT

You are to state all means of transport which you use when commuting to work or school.

Coach (other than city public transport) is to be stated by all persons using coach for travelling from one village/town to another.

No means of transport is to be stated by persons who go to work or school only on foot.

Ownership of the dwelling is a dwelling which was transferred to personal ownership (usually in an apartment building). The owner of the dwelling is registered with Real Estate Cadastre. Ownership of the dwelling – the dwelling may not be in a family house; (dwelling in own family house always has to be indicated as a dwelling in own house).

Other type of free use of the dwelling may appear in all types of houses, whose owner is a natural person, e.g. free use of a dwelling in the house belonging to relatives or other close persons.

Tenement dwelling is a dwelling used on the basis of a lease contract. Tenement dwellings are also dwellings belonging to the People's Housing Association formed before World War II provided that they have not been transferred to personal ownership so far, company dwellings, military dwellings etc. Tenement dwellings are to be stated also by persons who have subleased a room (or more) in a leased dwelling. Tenement dwellings may be also in family houses, or a whole family house may be a tenement dwelling.

Dwelling belonging to a member of a Housing Association is to be stated for a Housing Association's dwelling (formed after 1959), unless the dwelling has been transferred to personal ownership. Housing Association's dwellings are also dwellings built by a Housing Association in apartment buildings – e.g. an attic dwelling.

Dwelling belonging to a member of a Housing Association formed during privatisation is to be indicated if the dwelling user is a member or participant of a co-operative, a limited liability company or a joint-stock company which was formed during the privatisation process