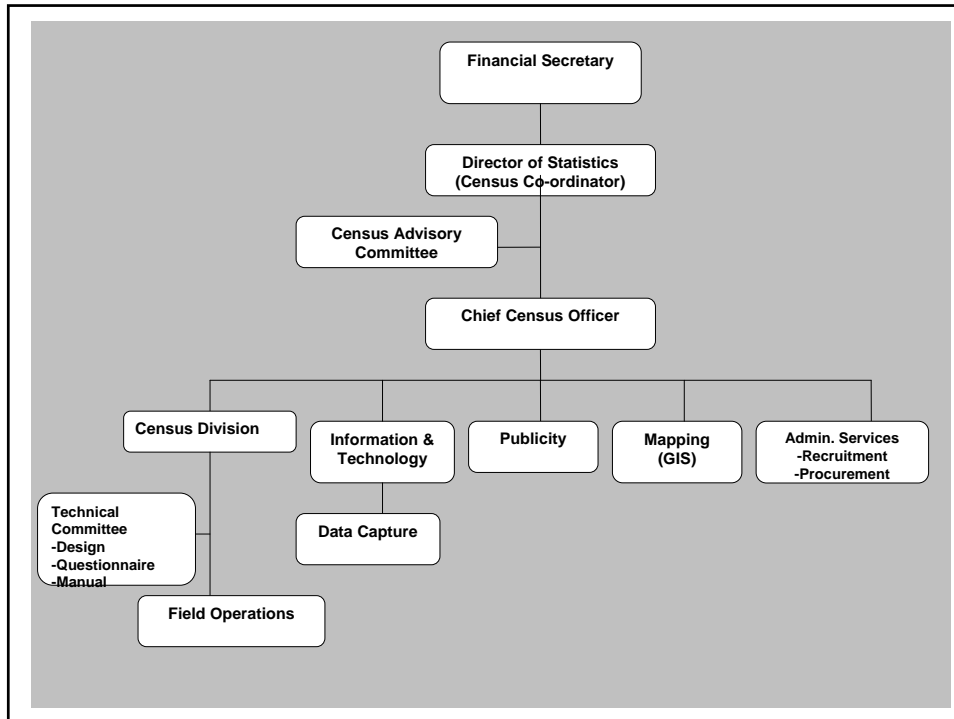


THE BAHAMAS

2010 CENSUS OF POPULATION AND HOUSING

CENSUS DAY MAY 3RD, 2011

- Outline
- Overview of Census Organizational Structure
- Recruitment & Training
- Field Operations



- Recruitment
- Area Managers & Supervisors

Letters outlining the criteria for individuals to work in this capacity, detailing the responsibilities and requirements of the job sent to all Head of Departments (HODs) within government.

HoDs were to recommend persons and agree to their short-term secondment in order to attend the training sessions.

Balance of Supervisors and Enumerators recruited from the general public.

Given the state of the economy there was no need for publicity re the recruitment. The general public was aware of the upcoming Census and as many were without jobs thousands of persons, jobless as well as those working sought these positions.

All had to be given an opportunity therefore rather than completing application forms, names and addresses were compiled for these persons to be contacted at a later date for testing.

- In order to test the numerous applicants, testing centres were set up in a school near the Census Office and staff worked evenings to apply the test as well as to do the necessary marking.
- All persons scoring 80 or more were then considered for the position after providing character references.
- In the Family Islands, substantially fewer enumerators needed. Prospects were recommended by the Administrators of those islands.

- Lessons Learnt
- More time needed for recruitment. Plans should include the allocation and training of unit within the Census office to have recruitment as their responsibility.
- The screening test was limited to general and social knowledge, Maths and English. Must find means of assessing tolerance and endurance level.
- Must have time to do background check on field workers – contacting all referees
- Good alternative would be to outsource the testing and interviewing.

TRAINING

- 3 Levels
- Area Managers
 - One full week – 9 a.m. to 5:30p.m.
- Supervisors
 - One and a half week – 9:30 to 4:30
- Enumerators
 - Two weeks in the evenings 5:30 to 9 p.m.
 - This training took place in schools throughout the country. Some of the classrooms in these schools were also used as field offices.

- Area Managers were trained by the Chief Census Officer and her staff.
- Area Managers were then divided in two
- One set responsible for conducting the training throughout the Family Islands.
- The balance monitored and assisted with the training in New Providence and Grand Bahama which was done by Supervisors.

- Area Managers and Supervisors were equipped with a Training Manual, Workbook, Supervisors Manual and Enumerators Manual.
- Enumerators had Enumerators Manual and a Workbook.
- Training comprised; lectures, case studies, role playing and a field exercise.

- Lessons Learnt
- Persons identified as Area Managers and Supervisors need to get involved earlier in the process – it was clear that some of them not up to standard.
- Both supervisors and enumerators appeared to grasp the concepts and would be able to effectively administer the Census forms but it was evident once the field work started that this was not the case.
- Retraining was necessary.

- Possible reasons for this shortcoming:-
- Training classes too large therefore Supervisors not able to get a proper assessment of the trainees.
- Fatigue on the part of trainees who had already worked a full day and were now subjected to an additional 3 hours.
- Questionnaire too long – 17 household plus 7 on emigration & 54 individual questions. In addition to this enumerators had to list all household members as well as family members with their basic demographic information at the front of the questionnaire.

- The family listing was a new requirement due to the ongoing demand for information on one parent family, etc.
- Including this however complicated both the questionnaire and the coding process.
- Decisions made – simplify the questionnaire as much as possible. Limit it to basic demographic data and emigration. The latter is deemed necessary due to the fact that in the absence of population registers, emigration cards and other similar administrative records this is the only source.
- Simplified questionnaire would mean shorter more manageable training sessions

- **Fieldwork**
- Face to face interviews.
- Enumerators equipped with GIS maps, a bag stacked with the necessary supplies, a picture i.d. and a vest.
- On average each enumerator had 70 to 80 households to complete.
- Required to check in with their supervisor every two days to hand in completed forms and to receive feedback on forms already handed in.
- Expected to be in the field 6 weeks but fieldwork lasted twice as long.

- Special arrangements made for suspected difficult areas
- Management of gated communities were approached to arrange for entrance at specific times and to alert householders therein accordingly.
- Names, ids and description of vehicles to be used by enumerators were presented.
- Areas occupied by undocumented migrants, mostly Haitians, were blizzed by a team of enumerators, including interpreters, headed by several supervisors.
- Detailed schedule produced for the hiring of small planes and boats to canvass the small islands and cays.

- **Problems**
- Most enumerators did not check in as required
- Fatigue and/or lack of commitment set in very quickly therefore high turnover
- Hostile environment in some areas (high crime or undocumented persons).
- Extreme lack of cooperation from the gated communities despite publicity aimed specifically at them and the special arrangements made to enumerate them.
- Winter residences.

- **Suggestions**

Early in the planning stage involve/befriend the corporate and civic sectors (including the media) – make every effort to get them to buy into the importance of Census information and the need for good coverage.

Immediately dismiss delinquent workers even if it means working with a smaller number.

Area Managers assigned to the Family Islands should be stationed there throughout the duration of the fieldwork rather than periodic visits.

Set up enumeration centres in the various islands and cays and send a team of enumerators to conduct the interviews.

- Invest substantially in publicity.
- Fully utilize other avenues of getting the message out – speaking engagements at schools, churches and other civic meetings.

- THANK YOU!