



Office of the Council for the Ongoing Government of Tokelau  
Tokelau National Statistics Office



## Interviewer training manual

Tokelau Census of Population and Dwellings

Tuesday, 18 October 2016

Name:

## Using the interviewer training manual

This handbook contains a description of your job as an interviewer, along with explanations and definitions that you must fully understand before you begin the process of interviewing respondents.

It is important that the instructions in this manual are followed so that all interviews around Tokelau consistently follow the same procedures.

You must become familiar with your manual to learn how to find the answers you need. There will always be a lot of 'what ifs'. Dealing with these in a consistent way is essential to the collection of accurate statistics. If you are unsure about anything, ask during interviewer training.

# Table of contents

<b>Using the interviewer training manual .....</b>	<b>2</b>
<b>Welcome from the National Statistician .....</b>	<b>5</b>
<b>2016 Census Project Manager foreword.....</b>	<b>6</b>
<b>1 Statistics New Zealand, the Tokelau National Statistics Office, and the 2016 Tokelau Census .....</b>	<b>7</b>
1.1 Statistics New Zealand and the Tokelau National Statistics Office .....	8
1.2 What is the census? .....	8
1.3 Why is census information important and how is it used?.....	10
1.4 How is people's information kept confidential? .....	10
1.5 Who is included in the census? .....	10
1.6 What are the different populations counted in the census? .....	11
1.7 What does the census form ask? .....	12
1.8 Why are the questions in the census asked? .....	12
<b>2 New data collection method and 2016 Tokelau Census form .....</b>	<b>14</b>
2.1 Chapter summary .....	15
2.2 Introduction to using tablets.....	16
2.3 Introduction to using Survey Solutions .....	18
2.4 Sections the form consists of.....	20
2.5 Submitting forms and syncing .....	33
<b>3 Counting the population .....</b>	<b>36</b>
3.1 Your enumeration kit.....	37
3.2 Identify yourself clearly .....	37
3.3 Quality checks .....	37
3.4 Confidentiality and security.....	37
3.5 The interviewing process .....	38
3.6 Doorstep introduction.....	38
<b>4 Questions in the 2016 Tokelau Census .....</b>	<b>40</b>
4.1 Who is here on census night .....	41
4.2 Dwelling questions.....	42
4.3 Individual questions .....	77
4.3.1 Section 1 of the individual form .....	77

4.3.2	Section 2 of the individual form .....	97
4.3.3	Section 3 of the individual form .....	100
4.3.4	Section 4 of the individual form .....	102
4.3.5	Section 5 of the individual form .....	104
4.3.6	Section 6 of the individual form .....	114
4.3.7	Section 7 of the individual form .....	115
4.3.8	Section 8 of the individual form .....	128
4.3.9	Section 9 of the individual form .....	158
4.4	Absentee questions .....	171
<b>5</b>	<b>District supervisors and the census support team .....</b>	<b>179</b>
5.1	Roles and responsibilities .....	180
5.2	Quality checking and coding of forms.....	181
<b>5.</b>	<b>Troubleshooting tips.....</b>	<b>185</b>

# Welcome from the National Statistician

Welcome to the 2016 Tokelau Census team, and thank you for joining us.

On Tuesday, 18 October we will count around 1,400 people and 250 households.

It is a big and important job.

Information from the census helps determine how government funding is allocated in the community.

It can be used to help make decisions about which services are needed and where they should be located, such as medical clinics and schools. It also helps determine future water and electricity needs.

International organisations also use census information. This includes the Secretariat for the Pacific Community, the United Nations, and the New Zealand Government. These agencies monitor and fund Tokelau for specific projects, like the Sustainable Development Goals.

Your role is vital in gathering this information. We rely on you to help us reach people, gain their trust, and ensure their participation.

My thanks once again for joining us and for helping to make the 2016 Tokelau Census an outstanding success.

Kele Lui

Tokelau National Statistician

## 2016 Census Project Manager foreword

The census is an exciting and unique event that touches everyone in Tokelau. Welcome to the team, and thank you for joining us.

New Zealand has a special relationship with Tokelau. Statistics New Zealand has an obligation and a desire to develop a greater local understanding of statistics and promote their importance in Tokelau's future planning and policy development.

The core Statistics NZ project team that reports to me is Sophie Davies and Avril MacFarlane. The three of us are committed to the Tokelau census, and relish any opportunity to promote the importance and usefulness of census information.

The census team has worked hard to make the Tokelau census forms easier to understand for both interviewers and respondents.

Working on the 2016 Tokelau Census project is a special experience for the three of us, both professionally and personally.

I look forward to working with you all throughout the collection period. The 2016 Tokelau Census will inform us all about who Tokelauans are, and where they live. Thank you for joining us on this exciting project.

Michael Berry

Project Manager 2016 Tokelau Census

# **1 Statistics New Zealand, the Tokelau National Statistics Office, and the 2016 Tokelau Census**

## **CHAPTER 1**

Statistics New Zealand, the Tokelau  
National Statistics Office, and the  
2016 Census

## 1.1 Statistics New Zealand and the Tokelau National Statistics Office

Statistics New Zealand is New Zealand's national statistics office. Statistics NZ is helping the Tokelau National Statistics Office (TNSO) carry out the 2016 Census.

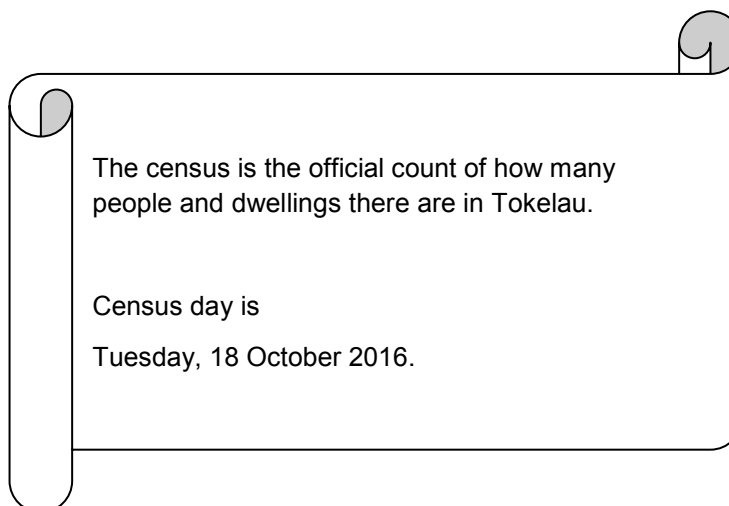
Statistics NZ has worked closely with the TNSO in all phases of the 2016 Census.

New Zealand's Statistics Act 1975 lays down the duties and responsibilities of Statistics NZ, and Tokelau's Statistics Rules 2013 governs the TNSO in the running of the Tokelau Census.

For further information about Statistics NZ or the TNSO, see:

- [www.stats.govt.nz](http://www.stats.govt.nz)
- [www.spc.int/prism/country/tk/stats/](http://www.spc.int/prism/country/tk/stats/)

## 1.2 What is the census?



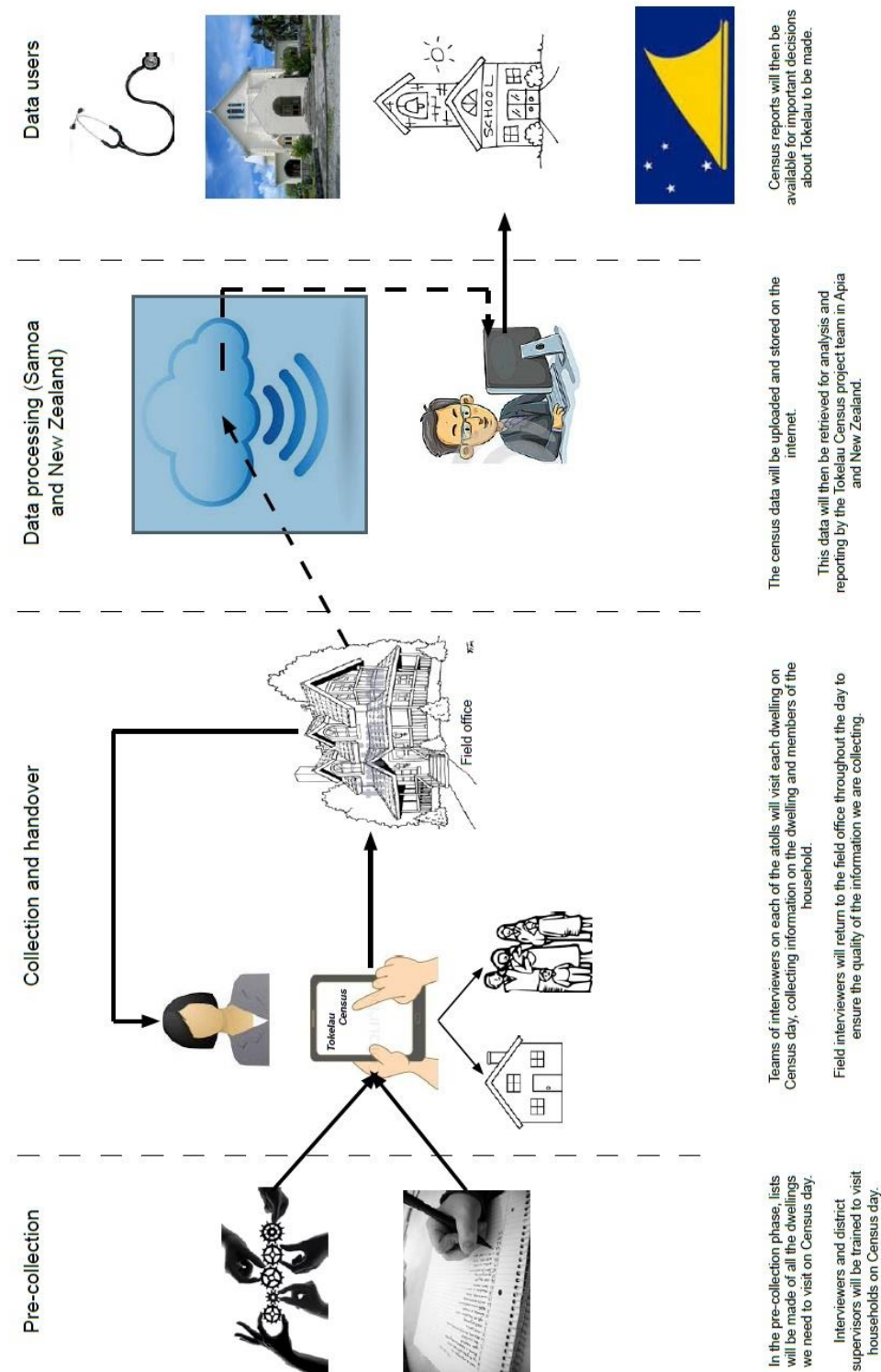
Information from the census provides an overall view of the people of Tokelau and the places where they live.

Census information is used to plan vital public services, such as education, health, housing, and transport. It is also used to help understand how society changes over time.

The census is held once every five years. By law, everyone in Tokelau on census day must be counted in the census. Tokelau public servants and their immediate families are counted in Apia, Samoa, on census day.



Figure 1.1 Overview of the 2016 Census process



### 1.3 Why is census information important and how is it used?

Information from the census helps determine how government funding is allocated in the community.

It can be used to help make decisions about which services are needed and where they should be located, such as medical clinics, schools, as well as future water and electricity needs.

Census information is also used by international organisations. This includes the Secretariat for the Pacific Community, the United Nations, and the New Zealand Government. These agencies monitor and fund Tokelau for specific projects, like the Sustainable Development Goals.

### 1.4 How is people's information kept confidential?

Statistics NZ and the TNSO are committed to protecting the confidentiality of the information we collect.

The information provided is protected by New Zealand's Statistics Act 1975 and Tokelau's Statistics Rules 2013, and must be kept confidential and secure at all times. When census information is published, it must be in a way that cannot identify a person through their private details.

The only people who have access to personal identifiable information are those authorised by the Statistics Rules 2013. You are one of these people as you have signed a declaration of secrecy. This means you cannot reveal to anyone else the personal information you have access to. If you do, you can be prosecuted.

The declaration of secrecy that you have signed is applicable for the rest of your life.

Other people with access to completed census forms are:

- supervisors, who check the forms out in the field
- data processors, who check and clean the data up after it has been collected
- the 2016 Tokelau Census project team, who oversee the operation and perform quality checks.

### 1.5 Who is included in the census?

#### People in Tokelau on census day

By law, every person in Tokelau on census day, Tuesday, 18 October 2016, must be counted in the census. This includes babies and visitors to Tokelau.

Each person in Tokelau on census day must be interviewed for the census.

#### People who are temporarily overseas

People who are temporarily overseas (12 months or less) will be counted. This includes the following:

- students who are attending secondary school overseas (eg Education Scholarship System students)
- people normally living in Tokelau who are travelling on official duties
- people who are away from Tokelau to get medical treatment either as:
  - medical patients under the Health Referral Scheme

- private funded medical patients
- family member(s), caregiver(s) or guardian(s) who have accompanied a medical patient overseas to get medical treatment
- people visiting other countries who are away for less than 12 months.

People from Tokelau who work at the National Tokelau Public Service (TPS) office in Apia, Samoa, and their immediate family members (spouse, and/or children), do not need to be included as absentees as they will be counted in Samoa.

## **1.6 What are the different populations counted in the census?**

### The population counted on census day

Everyone who will be in Tokelau on the night of Tuesday, 18 October 2016 will be counted. This includes anyone on the *Mataliki* (or other transport boat) and temporary visitors to Tokelau.

By law, every person in Tokelau on census day, Tuesday, 18 October 2016, must be counted in the census. This includes babies and visitors to Tokelau.

Each person in Tokelau on census day must be interviewed for the census.

### The usually resident population

The usually resident population count is different from the population counted on census day. The usually resident population is made up of all the people who normally live in Tokelau. This includes people who are present on census day, and those who were temporarily overseas.

To be counted in the usually resident population, people must:

- have lived in Tokelau for three months or more
- not be away from Tokelau for more than 12 months.

### Visitors to Tokelau

Short-term visitors to Tokelau are not included in the usually resident population count (eg the team from Statistics NZ). However, they are included in the census day count.

## 1.7 What does the census form ask?

The census form is in seven parts:

- part 1
  - location of the respondents
  - this section is completed by the interviewer
- part 2
  - identification of whether the dwelling is private or non-private
  - this section is completed by the interviewer
- part 3
  - questions H1 to H16 are about the respondent's dwelling and household
  - these questions are answered by the head of the household
- part 4
  - questions Q1 to Q60 are for the individual occupants of the private dwellings
  - these questions are answered separately by each individual in the household. If the respondent is too young to answer the form themselves, their parent or guardian can complete it on behalf of them
- part 5
  - this consists of exactly the same questions as in part 4, but is just asked of those respondents who are in non-private dwellings on census day
  - we have a separate section for these people to ensure that they don't have to answer any dwelling/household questions. If the respondent is in a non-private dwelling, then they will skip part 3 and 4 and come straight to these questions
- part 6
  - questions A1 to A7 are about absentees, that is, people who usually live in the dwelling but are not there on census night
  - these questions are answered by the head of the household
- part 7
  - questions S1-S12 are about the Tokelau Public Service employees and their immediate families who live in Apia
  - these interviews take place on census day in Apia

## 1.8 Why are the questions in the census asked?

### Questions about the houses people live in

These questions are about the different types of houses people live in and the facilities they have available at their houses. These questions are important because they measure the quality of housing in Tokelau, and how housing needs change over time. It is important to find out about resources households are using, such as water and electricity, to help plan for the future.

### Questions about where people are on census night and where they have lived

Information about where people live and have lived helps to measure the migration and movements of people in and out of Tokelau. This helps to project future population numbers. These questions also measure how many people are visiting Tokelau from overseas.

### Questions about peoples' name, address, age, and sex

These questions are the main reason why we hold a census. Names are needed to ensure we count everyone on census day, as well as to ensure people have been grouped correctly into households and families. Age and sex are key population indicators. They determine the structure of the population and help to estimate fertility and mortality. This information is also used to help project future change.

### Questions about peoples' ethnic origin, religion, and citizenship

These questions help people understand the differences and similarities between groups of people living in Tokelau. Different groups sometimes have different needs, and knowing about these groups ensures that people receive the support and services they need, e.g. from government or community groups.

### Questions about peoples' education, qualifications, work, and literacy

Employment, education, and literacy are important measures of living standards and the educational needs of the Tokelauan people. Information about the work people do is useful for measuring paid employment, growing job opportunities, and showing how people's work and day-to-day activities contribute to their community, and to Tokelau. These are all topics which are addressed in the sustainable development goals.

### Questions about life satisfaction, health, income, and social connectedness

These questions are part of a new quality of life topic that we are collecting for the first time this census. They are important for getting an understanding of people's well-being and getting a better picture of Tokelau's overall societal progress. It will also help the government decide where to target policies in order to improve the quality of life in Tokelau. This is a topic that is addressed in the sustainable development goals so having this information will be useful for monitoring against this goal and to see how Tokelau compares internationally.

### Questions about fertility, mortality, and children

Information about fertility, mortality and children is used to help project changes in the population of Tokelau. It is used to calculate how many people are expected to live in Tokelau in the future. It also helps the government and community to plan and allocate resources, such as those for health and education services.

## 2 New data collection method and 2016 Tokelau Census form

### CHAPTER 2 2016 CENSUS FORM

## 2.1 Chapter summary

This chapter provides an introduction about how to fill in forms on survey solutions and goes through each section of the form that the interviewer will have to work through. The sections the interviewer will have to work through are:

1. location of respondents
2. identification of private vs. non-private dwelling
3. how to work through the dwelling form on the tablet
4. how to set up the individual forms, fill in the different sections and submit the individual forms on the tablet
5. how to add absentees and complete the absentee questions
6. how to submit all the interviews for a household

## 2.2 Introduction to using tablets



### Turning on the device

- To turn on the device, hold the power button down for 4 seconds. Display will show "Samsung Galaxy Tab Active" start-up screen
- Once it powers up you will have to enter your passcode
- If you hold the power button down and the device does not turn on, it will probably be because it is flat so the device will need to be charged

### Unlocking the device

- To unlock the home screen, swipe your finger from left to right across the home screen
- To lock the device, push the power button for 1 second



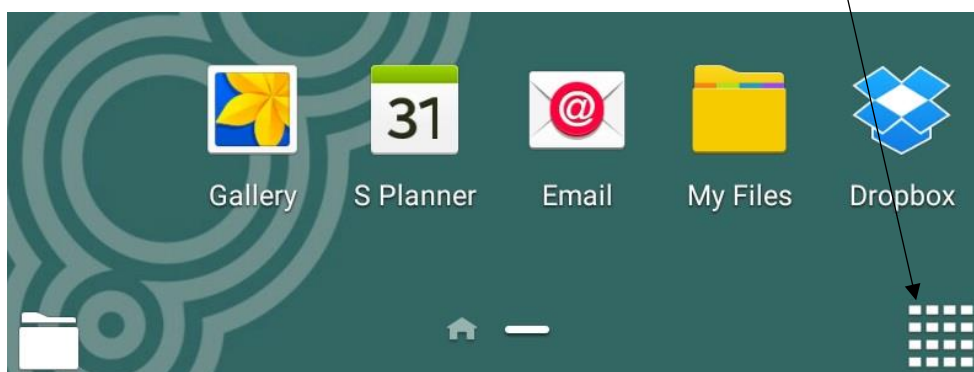
## Shortcuts to key functions



- To get to the shortcuts to key functions, swipe your finger down from the top of the screen. Ensure your finger swipes down from the screen, not the black border above the screen
- Icons reflect what they represent
- To control screen brightness, drag the icon along the scale

## Applications

To see all of the applications that are on the device, tap the square button on the bottom right corner of the screen.

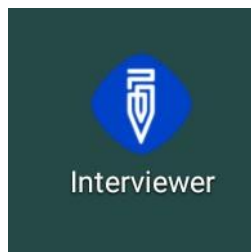


The main application you will be using is the Survey Solutions Interviewer application.

## 2.3 Introduction to using Survey Solutions

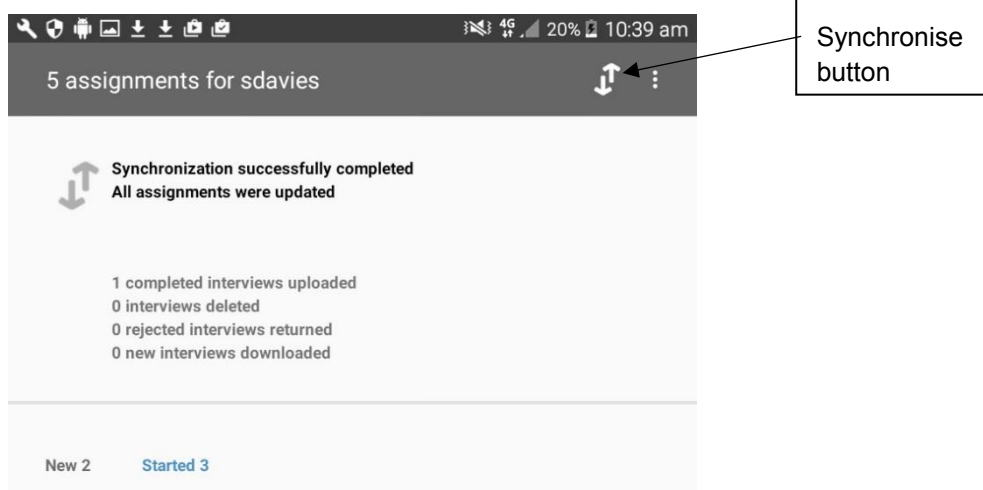
### How to begin your interviewing

On your tablet there will be an application called “Interviewer” – here’s what it looks like:



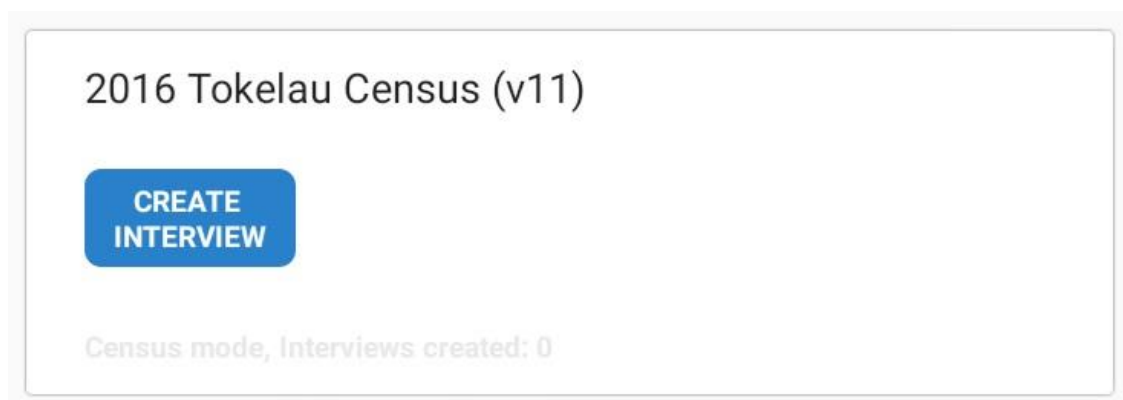
To start your interviews you need to click on this application and it will take you to the log on screen. You need to enter this address <https://tokelau.mysurvey.solutions> and then your interviewer username and password which is in your training manual.

Once you are logged in, it will say that you have no new assignments. For you to be able to see our questionnaire you need to synchronise your tablet by pushing the button shown below.



You can only synchronise your tablet when you have an internet connection.

Once you have synchronised, it will then show our survey “2016 Tokelau Census” and will have a button that says “create interview”.



To start your interviewing at a household click “create interview”. Each time you go to a household this is the process you will go through.

## How to mark responses on the forms

For single select and multi select questions, select the responses by using either your finger or your tablet pen.

For free text fields, tap on the text box and then the keyboard will appear for you to write in the person’s response.

If you make a mistake you can easily change it, you just need to select the actual response you are wanting and the original response you put will disappear.

## Does everyone answer every question?

Not everyone in the dwelling has to answer every question on the individual form. The questionnaire will automatically route the respondent to the questions they need to answer based on their responses to earlier questions. If the respondent has to answer a question that you don’t think they should be answering, take a note and raise it with the district supervisor.

## 2.4 Sections the form consists of

### 1) Location of respondents

The first question asks the interviewer whether you are interviewing people in Tokelau or Samoa. This question is not to ask the respondent, it is only for the interviewer to fill in. This is asked because there are different forms for people who are in Tokelau on census day as opposed to those Tokelau Public Service employees and their immediate families who are in Apia on census night. The people who are in Apia are only asked 12 questions.

**Are you interviewing people in Tokelau or Samoa?**

INSTRUCTION  
*This question is for you the interviewer to fill in NOT the respondent*

☐ Tokelau

☐ Samoa

### 2) Non-private dwellings

The second question asks the interviewer whether the dwelling they are about to conduct the interviews at is private or non-private.

A non-private dwelling is an establishment in which a number of generally unrelated people live. Non-private establishments usually have common cooking and dining facilities. Such dwellings include institutions and group-living quarters.

Non-private dwellings in Tokelau include the following:

- hospitals
- guest houses
- boats (ie *Mataliki*).

This question is also asked to ensure that the respondent is routed to the correct form and to get a count of the number of private dwellings in Tokelau. District supervisors will be interviewing people at non-private dwellings.

**Is this dwelling private or non-private?**  
**(Ko te fale nei e koe lava pe e he o koe?)**

INSTRUCTION  
*This question is for you the interviewer to fill in NOT the respondent*

☐ private

☐ non-private

### 3) Household identification numbers

The third question asks you to enter an identification number for the household you are interviewing.

**What is this household's identification number?**

INSTRUCTION  
*This is for you the interviewer to fill out, NOT the respondent.*

Tap to enter number

We will give you a map of the households you will be interviewing and the identification numbers for each of these households.

It is very important that you enter the correct identification number for each household as this helps us keep track of the number of households that have been interviewed and the number that are yet to be interviewed or have been missed. These numbers are also used to link the individuals information to the information about their specific household.

The district supervisors will be checking these identification numbers after you complete each interview to ensure there have been no manual errors.

### 4) Dwelling/ Household questions

There are 16 dwelling/household questions on the form. These are for the head of the household to fill in.

At the end of the dwelling form there are two additional questions for the head of household to fill in. The first one asks them to list the names of the people who are present in their household on census day.

2016 Census complete form

**17. Please list the first names of all the people who usually live in this dwelling but will not be spending census night here.**  
(Kamata iate koe lava, fakamolemole oi lihi mai na igoa muamua ona tino uma e fakatumu a latou pepa tuhigaigoa i kinei)

INSTRUCTION  
*By name, we mean the common or village name by which the respondent is known*  
*Include all people present on census day, including children.*

Sophie

Tap to enter new item

**18. Please list the first names of all the people who usually live in this dwelling but will not be spending census night here.**  
(Fakamolemole oi lihi uma mai na igoa muamua ona tino e mahani oi nonofo ite fale tenei kae e he I kinei ite po o te tuhigaigoa)

INSTRUCTION  
*This only includes people who are or will be away for maximum 12 months.*  
*By name we mean the common or village name by which the respondent is known.*

Tap to enter new item

Individual questions - Sophie

Each time you write in a name it will generate an individual form for that person

This is to create individual forms for each person who is in their household. Each time a name is added, a blue button is automatically generated with each individual's name on it.

The next question asks them to list the names of the people who are usually living in the dwelling but are away on census night. This is to create absentee forms for each person who is absent from their household. This is the same process as creating individual forms, however the blue button with the respondent's name on it will not pop up on the same screen, the absentees forms are in a different section.

The screenshot shows the '2016 Census complete form' screen. At the top, there is a list of names with 'Sophie' already added. Below this is a text input field with the placeholder 'Tap to enter new item'. The main section is titled '18. Please list the first names of all the people who usually live in this dwelling but will not be spending census night here.' followed by a Fijian translation: '(Fakamolemole oi lihi uma mai na igoa muamua ona tino e mahani oi nonofo ite fale tenei kae e he I kinei ite po o te tuhigaigoa)'. An instruction box states: 'INSTRUCTION This only includes people who are or will be away for maximum 12 months. By name we mean the common or village name by which the respondent is known.' Below the instruction is another text input field with 'Tim' entered. At the bottom, there is a blue button labeled 'Individual questions - Sophie' and a 'NEXT SECTION' button.

Each time you write in a name it will generate an absentee form for that person. These forms will appear in the next section. Click next section after you have completed the individual forms.

## 5) Individual questions

To start an individual form for a respondent you just need to click on the blue button with their name on it. The individual form consists of nine different sections. The number of questions and sections the respondent needs to fill in depends on their answers to previous questions.

If you enter an answer that is either impossible or unrealistic, an error message will come up in red and tell you what is wrong with your answer. You will need to correct this or if you think your answer is actually right, leave your answer and then add in a note for the supervisor. To add in notes on questions, hold down the question using your finger or tablet pen for a couple of seconds.

3a. What toilet facility does this household use?  
(He itukaiga tukutua vehea te fakaaoga e te kaiga tenei?)

☐ tank flush - private inside dwelling  
☐ tank flush - private, outside dwelling  
☐ tank flush - shared with other household(s)  
☒ other

YOUR COMMENT

Notes box that will appear

Once you get to the end of each section, the top section of the form and the 'to parent' button will appear green if you have completed all of the questions.

When you start each individual form, it will take you to this screen:

2016 CENSUS COMPLETE FORM /  
Individual questions - Sophie

Section 1: All people who will spend census night in this dwelling  
Section not started

Section 3: All people who will spend census night in this dwelling  
Section not started

Section 5: All people who will spend census night in this dwelling  
Section not started

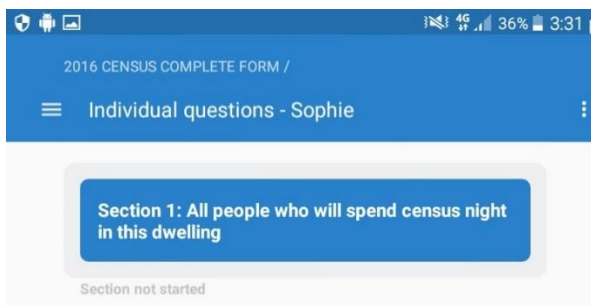
TO PARENT

Important that the interviewer does this section first

These are the sections that all respondents who are in Tokelau on census night have to complete. Other sections will appear, depending on the respondents' answers to other questions such as date of birth. It is important that you complete section 1 first as this is the section that has the questions that will determine what other questions the respondent has to answer.

### Section 1

The first section is for all people who are in Tokelau on census day, even if they are only visiting. Once you finish this section tap 'to parent' and this will take you back to the screen which show the rest of the sections of the individual form.



This screenshot shows the questions for Section 1. The header bar is blue and contains the text '2016 CENSUS COMPLETE FORM / INDIVIDUAL QUESTIONS - SOPHIE /'. Below the header, the section title 'Section 1: All people who will spend census night in this dwelling' is displayed. The questions are as follows:

1. What is your first name?  
(Ko ai to igoa muamua)  
Tap to enter text
2. What is your family name?  
(Ko ai to fakaiku)  
Tap to enter text
3. Are you male or female?  
(Ko koe he taumalo pe he tautiti?)  
☐ male  
☐ female
4. What is your date of birth?  
(Ko hea to aho fanau?)  
Tap to enter date



## Section 2

This section will only be able to be seen if the respondent answers that they are 15 years or over in the date of birth question. This section is for all people 15 years or over, so it includes those people who are temporary visitors as well.

### Section 2: All people aged 15 and over who will spend census night in this dwelling

2016 CENSUS COMPLETE FORM / INDIVIDUAL QUESTIONS - SOPHIE /

Section 2: All people aged 15 and over who will spend census night in this dwelling

12. Where zero is completely dissatisfied, and ten is completely satisfied, how do you feel about your life as a whole?  
(Kafai ko te helo (0) ko te matua he fiafia lava, ma te hefulu (10) ko te matua fiafia, hea tau fakalogo agai ki to olaga fakakatoa?)

☐ 0

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

☐ 7

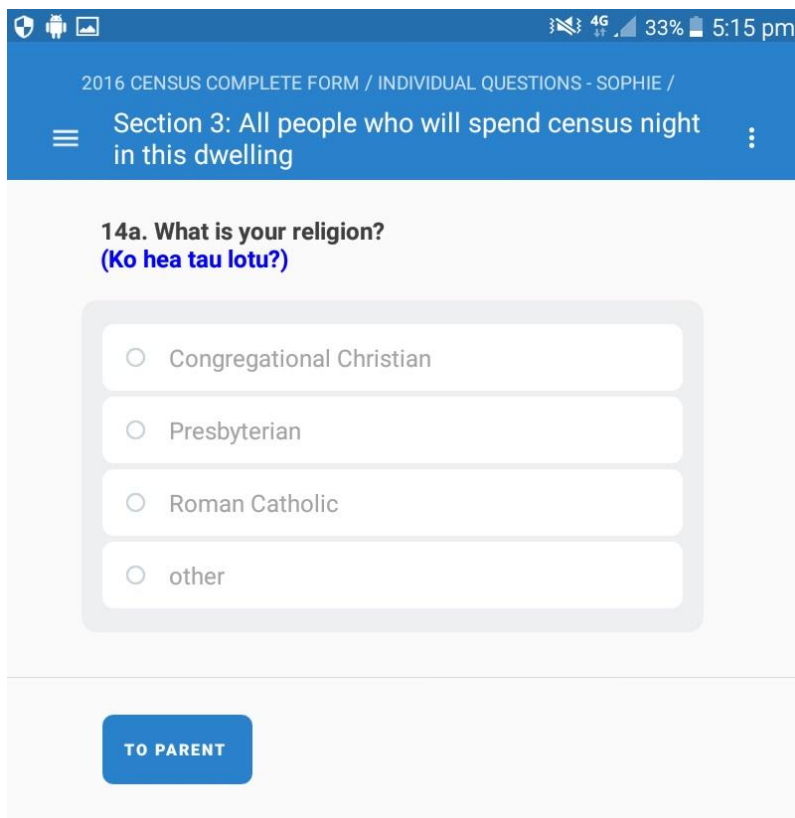
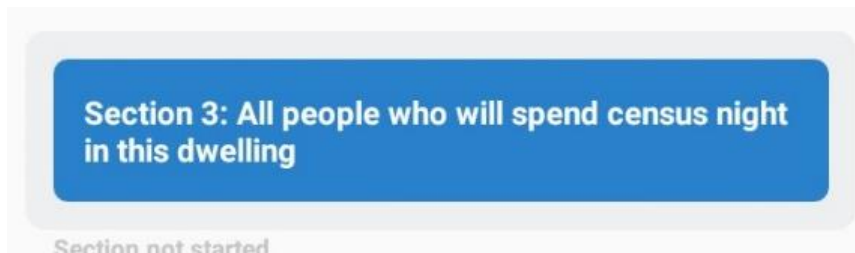
☐ 8

☐ 9

☐ 10

### Section 3

This section is for all people who are in Tokelau on census day, so it includes those who are temporary visitors.

A screenshot of a mobile application interface for the 2016 Census. The status bar at the top shows signal strength, 4G, 33% battery, and 5:15 pm. The app header is blue and contains the text "2016 CENSUS COMPLETE FORM / INDIVIDUAL QUESTIONS - SOPHIE /" and "Section 3: All people who will spend census night in this dwelling". The main content area is white and displays the question "14a. What is your religion?" with the Tokelauan translation "(Ko hea tau lotu?)". Below the question are four radio button options: "Congregational Christian", "Presbyterian", "Roman Catholic", and "other". At the bottom, there is a blue button labeled "TO PARENT".

#### Section 4

This section will only pop up if the respondent answers that they are 15 years or over in the date of birth question. This section is for all people 15 years or over, so it includes those who are temporary visitors.

#### Section 4: All people aged 15 and over who will spend census night in this dwelling

Section not started

2016 CENSUS COMPLETE FORM / INDIVIDUAL QUESTIONS - SOPHIE /

Section 4: All people aged 15 and over who will spend census night in this dwelling

15. Is your birth mother still alive?  
(Koi ola mai to matua na fanau mai ai koe?)

☐ yes

☐ no

☐ don't know

16. Is your birth father still alive?  
(Koi ola mai to tamana na fanau mai ai koe?)

☐ yes

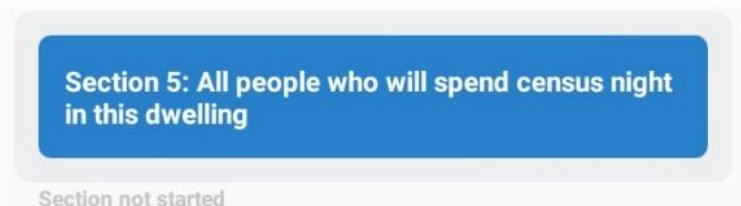
☐ no

☐ don't know

TO PARENT

## Section 5

This section is for all people who are in Tokelau on census day, so it includes those who are temporary visitors. This is the last section for respondents who are only temporarily in Tokelau.



2016 CENSUS COMPLETE FORM / INDIVIDUAL QUESTIONS - SOPHIE /

Section 5: All people who will spend census night in this dwelling

**17a. In what language(s) could you have a conversation about a lot of everyday things?**  
(Hea he gagana (pe ni gagana) e ke mafaia oi tautala ai ini mea e lahi fakaaho?)

INSTRUCTION  
Allow multiple responses.

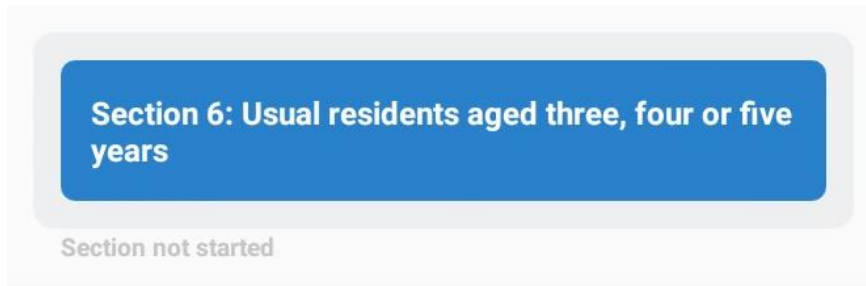
- ☐ Tokelauan
- ☐ Samoan
- ☐ English
- ☐ Tuvaluan
- ☐ Kiribati
- ☐ none (e.g. too young to talk)
- ☐ other

**18a. What language do you speak most often at home?**  
(Hea te gagana e lahi tautala ai koe i to kaiga?)

- ☐ Tokelauan

## Section 6

From this section onwards, the questions are only asked of those people who are **usual residents**. This section will only appear for those respondents who are three, four or five years old.

A screenshot of a mobile application interface for the 2016 Census. The status bar at the top shows 4G, 91% battery, and 12:12 pm. The app header is blue and contains the text "2016 CENSUS COMPLETE FORM / INDIVIDUAL QUESTIONS - SOPHIE /" and "Section 6: Usual residents aged three, four or five years". The main content area is white and displays question 21: "21. Are you currently attending pre-school? (E aoga koe ina vahega pepe ite taimi nei?)". Below the question are two radio button options: "yes" and "no".

## Section 7

This section will only appear if the respondent states that they are five years or older in the date of birth question. This section is only for usual residents.

**Section 7: Usual residents aged five years and over**

Section not started

2016 CENSUS COMPLETE FORM / INDIVIDUAL QUESTIONS - SOPHIE /

Section 7: Usual residents aged five years and over

**22a. Where were you living 5 years ago, on 18 October 2011?**  
(Ko koe nae nofo i fea ite lima tauhaga kua teka, ite aho 18 Oketopa 2011?)

☐ at this address

☒ elsewhere in Tokelau

☐ other country

**23a. Have you ever lived overseas for more than six months?**  
(Na kua nofo koe i fafo ihe taimi e hilia atu ite ono mahina te mataloa?)

☐ yes

☐ no

**24. What was the last school you attended?**  
(Ko hea te akoga mulimuli nae aoga ai koe?)

**INSTRUCTION**  
*This question is asking about primary or secondary schools attended. University or other higher education is asked about later.*

## Section 8

This section will only appear if the respondent states that they are 15 years or over in the in the date of birth question. This section is only for usual residents.

**Section 8: Usual residents aged 15 years and over**

Section not started

2016 CENSUS COMPLETE FORM / INDIVIDUAL QUESTIONS - SOPHIE /

Section 8: Usual residents aged 15 years and over

**27. Have you done any study or training in an institution other than primary or secondary school?**  
(Na fakatino ni au hukehukega pe ni koleniga ihe tahi aoga maualuga e kehe mai ma na aoga maualalalo ma na aoga tulagalua?)

☐ yes

☐ no

**29. What is your current marital status?**  
(Ko hea to tulaga tau fakaipoipo?)

☐ never married

☐ married

☐ separated

☐ divorced

☐ widowed

**30. In the 7 days that ended on Monday 17 October, did you do any work for pay or operate a business?**

## Section 9

This section will only appear if the respondent states that they are female and are 15 years or over in the date of birth question. This is the last section of the individual form.

The screenshot shows the mobile app interface for the 2016 Census. At the top, a blue header bar contains the text "Section 9: Female usual residents aged 15 years and over". Below this, a grey bar indicates "Section not started". The main content area is white and displays the question "49. Have you ever given birth to a baby? (Na kua fanau hau pepe?)". Below the question is an instruction: "INSTRUCTION Count all births, even if the baby later died". There are two radio button options: "yes" and "no". At the bottom, there is a blue button labeled "TO PARENT".

Once you have completed all of the sections that individual needs to complete, the section buttons will all turn green. You then need to tap 'to parent' which will take you back to the home page.



## 6) Absentee questions

Once you have added absentees, forms will be generated each person that is added. Once the individual forms have been completed for each person, tap 'next section' and then you will be taken to the absentee section. There will be a blue button with each absentees form on it. This is what the absentee form looks like:

Absentees - Tim

Section not started

TO COMPLETE SCREEN

Once you have finished all of the absentee forms, tap 'to complete screen'.

## 2.5 Submitting forms and syncing

Once you are finished interviewing all the household members and have got the head of household to complete the absentees forms you need to submit the forms for that household.

Each time you have fully completed a section, the section will appear green like the screenshot below. If there are incomplete sections, they will appear blue and if there are sections with errors in them, this will come up as red.

2016 CENSUS COMPLETE FORM /

Individual questions - Sophie

Section completed: 2 answers, no sub-sections

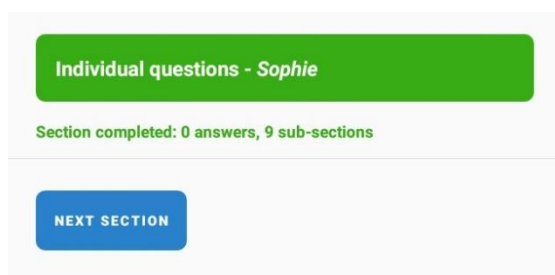
Section 5: All people who will spend census night in this dwelling

Section completed: 4 answers, no sub-sections

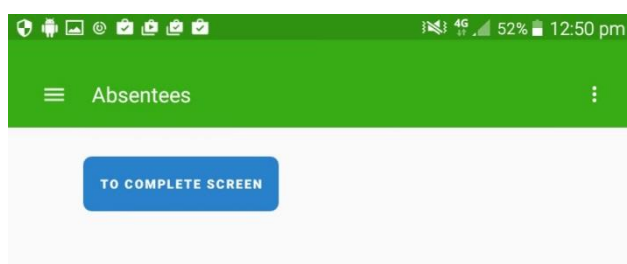
Section 7: Usual residents aged five years and over

Section completed: 4 answers, no sub-sections

When all sections are completed every section will appear green and the 'individual form' for that person will appear green.

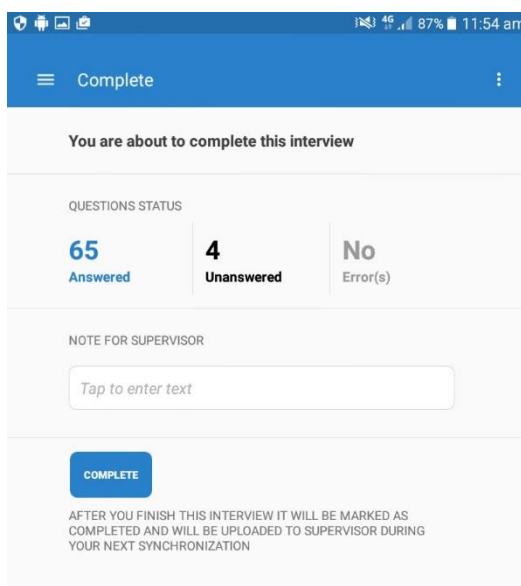


If there are absentees, complete their forms and then tap 'next section' which will take you back to the absentees home page. You then need to select 'to complete screen'.



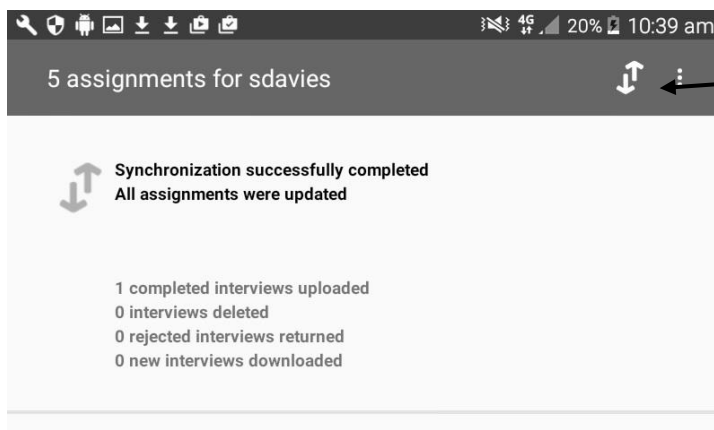
If there are no absentees, once the individual forms are completed and you are back at the page with the completed dwelling questions, select 'next section' and then select 'to complete screen'.

Once you get to the complete screen it will give you a summary of the interviews you have done. It will tell you exactly how many questions have been answered, how many are still unanswered and the number of errors there are throughout the form.



If you wish to make the supervisor aware of something write it in the notes section and then click 'complete'. Once you click complete, you can no longer edit this household's interviews.

When you go back to your atoll's headquarters **you need to sync your device** to ensure the data is then saved and uploaded for the supervisors to review. You need to make sure your device is connected to the internet and then you need to click the 'sync' button.



Synchronise button,  
the two arrows

This is the screen you will see when you have successfully synchronised your device. It will tell you how many interviews you have uploaded, how many rejected interviews that have been returned to you by the supervisor and the number of new interviews that have been downloaded.

### 3 Counting the population

#### CHAPTER 3 COUNTING THE POPULATION

### 3.1 Your enumeration kit

Your enumeration kit has the items that you will need to take with you when you count people and households.

Before you leave for your first household, ensure you are familiar with all the items needed for your enumeration kit:

- map of your area
- lanyard with your tablet attached
- pens
- this handbook (carry it with you for quick reference).

### 3.2 Identify yourself clearly

Wear your lanyard with the tablet attached to it around your neck so you are easily identifiable and aren't in danger of dropping your tablet.

### 3.3 Quality checks

Your district supervisor will make several quality checks, including accompanying you during an interview early on census day. This is part of overall quality management, and to ensure that you are following correct procedures and are not experiencing any difficulties.

### 3.4 Confidentiality and security

Remember that you are required to keep all census materials secure, especially the tablet, and all information confidential at **all times**. Make sure to lock your tablet when you are not using it.

### 3.5 The interviewing process

There is a lot of information in this booklet, but the process should be easy. Here is a quick checklist of what you, the interviewer, should do, and in what order you will need to do it:

1. Locate a house / fale that is in your interviewer area.
2. Approach the house / fale and speak to an adult, tell them why you are there.
3. Ask the head of the household or other adult who is present in the house on census night to fill in the back of the census form.
4. Interview the head of the household or another adult using the dwelling section of the form.
5. Interview each resident of the house / fale with the individual section of the form.
  - a. Remember that adults should answer on behalf of children who are too young to answer for themselves.
  - b. If someone is not home, see if they can come back quickly to be interviewed or as a last resort the head of the household or another adult can answer on their behalf.
6. Thank the people and go to the next house / fale.
7. When you think you have finished interviewing the people from each house / fale, double check that you have gone to all of the dwellings assigned to you.
8. Report back to your District Supervisor.

### 3.6 Doorstep introduction

#### The introduction

Malo / Hello,

I am [your name] from the Tokelau National Statistics Office and Statistics New Zealand.

I am here to interview your household for the 2016 Tokelau Census.

Today is census day and all people in Tokelau must be interviewed.

Census information is needed for planning services, and is used to understand our people.

Participating in the census is required by law. All the information you and your household members provide will be kept confidential by the Tokelau National Statistics Office and Statistics New Zealand.

Can I please speak to the head of the household, or another adult, to find out who will be staying the night at this fale?

#### Practise

Practise your doorstep introduction from above to ensure you feel confident when interviewing households.

### On the doorstep

1. Introduce yourself, ask to speak to the head of the household.
2. Explain you are there to interview the household as part of the census.
3. Indicate on the form if you are at a private or non-private dwelling
4. Explain that there are three sections in the form.  
 The first section is for the head of the household to answer and is about the main dwelling, and the household.  
 The second section is for everyone present in the household, and asks individual questions.  
 The third section asks questions about those who are absent on census day.
5. Ask the respondent if there is somewhere you can sit while working through the census form.

### Reluctant respondents

You may come across people who do not want to participate in the census and who will not let you interview them.

Listen to why they do not want to take part as they may be willing to participate once they have aired their views.

Try friendly persuasion and point out the purpose and benefits of the census. Let them know that Statistics NZ and the TNSO do not identify information about individuals or their families.

If the person refuses to take part you should immediately inform your district supervisor who will become responsible for interviewing that household.

## 4 Questions in the 2016 Tokelau Census





## 4.1 Who is here on census night

17. Starting with yourself, please list the first names of all the people who will be filling out a census form here.

**(Kamata iate koe lava, fakamolemole oi lihi mai na igoa muamua ona tino uma e fakatumu a latou pepa tuhigaigoa i kinei)**

INSTRUCTION

*By name, we mean the common or village name by which the respondent is known*  
*Include all people present on census day, including children.*

Tap to enter new item

### Information for this question

Special instructions for this page	None.
Who needs to answer this question	Head of household, on behalf of those not present in the dwelling on census day who usually live there.
Allow multiple responses	Not applicable.
Read out all response options	Yes.
Routing instructions	This should be completed after the dwelling form has been completed by the head of the household.
Definitions	'Head of household' is the person who has answered questions about the dwelling, on behalf of the household.
Inclusions and exclusions	Give information for all the people who will be spending census night in this house.
Why we ask this question	The information from these questions allows us to analyse the composition of households and families. With this information we can also make sure we have counted every person in each family in Tokelau on census day.

## 4.2 Dwelling questions

Questions H1 to H16 are about the respondent's dwelling and household. The head of the household answer these questions

H1: Year main building was constructed

**1. When was the main building of this dwelling first constructed?**  
**(Ko anafea tena fau muamua ai te fale kautu?)**

☐ before 1970

☐ 1970-1979

☐ 1980-1989

☐ 1990-1999

☐ 2000-2009

☐ 2010 or after

Information for this question

Special instructions for this question	The respondent should choose the range that includes the year in which the main building was first constructed.
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to H2.
Definitions	Year main building first constructed is the year in which the main building structure (as described in H1) was first built. It is not asking about the year(s) where additions or renovations may have taken place.
Inclusions and exclusions	Not applicable.
Why we ask this question	This question combined with information from other dwelling type questions allows us to measure the adequacy and quality of housing in Tokelau. The year the dwelling was built is a good indicator of its quality. This information is useful for health and natural disaster planning.

## H2: Number of rooms

**2. How many rooms are there in the main building?**  
**(E fia ia potu ite fale kautu?)**

INSTRUCTION

*Count bedrooms, kitchens, living rooms, dining rooms, studies, etc.  
Count open plan rooms like this: kitchen-lounge-dining as three rooms.  
Do not count bathrooms, showers, toilets, laundries, hallways or pantries.*

*Faitau na potu moe, potu malolo, potu kai, potu hukehuke mtm.  
Faitau na potu talaetae venei: potu kuka-potu malolo-potu kai ni potu e tolu.  
Nahe faitaua na potu takele, tukutua, potu fai tagamea, poletito, pe potu teu koloa.*

Tap to enter number

### Information for this question

Special instructions for this question	If the answer is greater than 15, the tablet will come up with an error message and ask you to check that the number is correct
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	Go to H3a.
Definitions	A room is defined as a space in a dwelling that is used or intended to be used for habitation. Service areas such as bathrooms, toilets, and pantries do not constitute a room.
Inclusions and exclusions	<p><b>Count</b> bedrooms, kitchens, living rooms, dining rooms, studies, etc.</p> <p><b>Do not count</b> bathrooms, showers, toilets, laundries, hallways, or pantries.</p> <p>Note:</p> <ul style="list-style-type: none"> <li>Count open plan rooms like this: kitchen-lounge-dining as three rooms.</li> <li>The room does not need walls that go right from the floor to the ceiling of the house.</li> </ul>
Why we ask this question	Answers given on the number of rooms provide information about the amount of space in the dwelling, as well as additional information on the type and quality of

	housing in Tokelau. Measuring the standard of housing helps ensure it is appropriate to the communities' needs.
--	---

### H3a: Toilet facilities

**3a. What toilet facility does this household use?**  
**(He itukaiga tukutua vehea te fakaaoga e te kaiga tenei?)**

☐ tank flush - private inside dwelling

☐ tank flush - private, outside dwelling

☐ tank flush - shared with other household(s)

☐ other

#### Information for this question

Special instructions for this question	Mark the facility that the household uses most often.
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to H4a unless the respondent answers 'other'. If the respondent answers 'other' then they will be routed to H3b which asks them to specify their answer.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	This is an important information source for health planners, to ensure that Tokelauan people are adequately facilities, and that health and safety requirements are being met.

H3b: Toilet facilities

**3b. Please specify the type of toilet facility this household uses**  
**(Fakamolemole oi fakamautinoa mai pe he itukaiga tukutua vehea te fakaaoga e te kaiga tenei)**

Tap to enter text

Information for this question

Special instructions for this question	Ensure the answer only contains words and no numerals
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Not applicable
Routing instructions	Go to H4a
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	This is an important information source for health planners, to ensure that Tokelauan people are adequately facilities, and that health and safety requirements are being met.

H4: Main source of drinking water

**4a. What is this household's main source of water for drinking?**  
**(He auala kautu vehea te maua ai na vai inu a te kaiga tenei?)**

☐ private household water tank

☐ water tank - shared with other household(s)

☐ other

Information for this question

Special instructions for this question	Mark the facility that the household uses most often.
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to H5a unless the respondent answers 'other'. If the respondent answers 'other' then they will be routed to H4b which asks them to specify their answer.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information from this question is used to project future water resource requirements for Tokelau, and to measure the quality and availability of water to Tokelauan people.

H4b: Main source of drinking water

**4b. Please specify this households main source of drinking water**  
**(Fakamolemole oi fakamautinoa mai pe he auala kautu vehea te maua ai na vai inu a te kaiga tenei)**

Tap to enter text

Information for this question

Special instructions for this question	Ensure the answer only contains words and no numerals
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to H5a
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information from this question is used to project future water resource requirements for Tokelau, and to measure the quality and availability of water to Tokelauan people.



H5a: Main source of water for personal washing

**5a. What is this household's main source of water for personal washing/bathing?**  
**(He auala kautu vehea te maua ai na vai takele a te kaiga tenei?)**

☐ shower facility - private, inside the dwelling

☐ shower facility - private, outside the dwelling

☐ shower facility - shared with other household(s)

☐ other

Information for this question

Special instructions for this question	Mark the source of personal washing water that the household uses most often.
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to H6 unless the respondent answers 'other'. If the respondent answers 'other' then they will be routed to H5b.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information from this question is used to project future water resource requirements for Tokelau, and to measure the quality and availability of water to Tokelauan people.

H5b: Main source of water for personal washing

**5b. Please specify this household's main source of water for personal washing/bathing**  
**(Fakamolemole oi fakamautinoa mai pe he auala kautu vehea te maua ai na vai takele a te kaiga tenei)**

Tap to enter text

Information for this question

Special instructions for this question	Ensure the answer only contain words and no numerals
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to H6
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information from this question is used to project future water resource requirements for Tokelau, and to measure the quality and availability of water to Tokelauan people.

H6: Main means of cooking

**6. What is this household's main means of cooking?**  
**(He auala vehea te tunu ai na meakai a te kaiga tenei?)**

☐ gas stove

☐ kerosene stove

☐ Tokelauan umu

☐ other

Information for this question

Special instructions for this question	Mark the option that best represents the way in which the respondent's household cooks.
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to H7
Definitions	Main means of cooking means the way in which the household cooks food for their consumption most frequently.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information from this question can be used to measure health and environmental conditions in Tokelau, and also to determine where further planning is required.

H7: Household rubbish collection

**7. Is this household's rubbish collected by village workers?**  
**(E ao na lapihi a te kaiga tenei e te kaufaigaluega a te nuku?)**

☐ all household rubbish collected

☐ some household rubbish collected

☐ no household rubbish collected

Information for this question

Special instructions for this question	Mark the option that best represents the way in which the respondent's household rubbish is collected.
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to H8a unless the respondent answers ' <i>all household rubbish collected</i> '. If the respondent answers ' <i>all household rubbish collected</i> ' then they will be routed to H9.
Definitions	Household rubbish includes all non-organic rubbish (e.g. cans, tins, plastic, glass, paper, and cardboard).  Do not include food and garden waste as household rubbish.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information from this question can be used to measure health and environmental conditions in Tokelau, and also to determine where further planning is required.

H8a: Main way household waste is disposed

**8a. In which ways does this household dispose of rubbish not collected by village workers?**  
**(Ni auala vehea te tiaki ai na lapihi a te kaiga tenei e he aoa e te kaufaigaluega a te nuku?)**

☐ buried

☐ burned

☐ disposed of in garden/plantations and not buried or burned

☐ disposed of at sea

☐ other

Information for this question

Special instructions for this question	Mark all the ways in which this household disposes of rubbish.
Who needs to answer this question	Only those who did not say that all their rubbish is collected by village workers
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to H9 unless the respondent answers 'other'. If the respondent answers 'other' then they will be routed to H8b.
Definitions	Household rubbish includes all non-organic rubbish (e.g. cans, tins, plastic, glass, paper, and cardboard).  Do not include food and garden waste as household rubbish.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information on this question can be used to measure health and environmental conditions in Tokelau, and also to determine where further planning is required.

H8b: Main way household waste is disposed

**8b. Please specify how this household disposes of rubbish not collected by village workers**  
**(Fakamolemole oi fakamautinoa mai pe vehea ona tiaki na lapihi a te kaiga tenei e he aoa e te kaufaigaluega a te nuku)**

Tap to enter text

Information for this question

Special instructions for this question	Ensure answers only consist of words and no numerals
Who needs to answer this question	Only those respondents who answered 'other' to H8a
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to H9.
Definitions	Household rubbish includes all non-organic rubbish (e.g. cans, tins, plastic, glass, paper, and cardboard).  Do not include food and garden waste as household rubbish.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information on this question can be used to measure health and environmental conditions in Tokelau, and also to determine where further planning is required.

## H9: Items owned by this household

**9. Does this household own, or partly own, any of the following items in working order?**

**(E iei ni mea e takua atu ite lihi tenei koi lelei e maua ite fale tenei, pe ni mea fai fakatahi ma he tahi kaiga?)**

☐ stereo

☐ television

☐ computer (desktop and/or laptop)

☐ freezer

☐ refrigerator

☐ washing machine

☐ sewing machine

☐ telephone

☐ aluminium boat

☐ outboard motor

### Information for this question

Special instructions for this question	Mark the facilities available to this household that are owned or partly owned by someone in the household, and are in working order.  If the household owns a combination fridge-freezer, mark both refrigerator and freezer.
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to H10
Definitions	Ownership or part ownership of an item means that the item either belongs to the household or ownership is shared with people from other households. The item must be <b>in working order</b> .
Inclusions and exclusions	Not applicable.

Why we ask this question	Ownership of specific items by a household can be used as an indicator of wealth and well-being, and a measure of the quality of housing.
--------------------------	---



## H10: Household access to Sky television

**10. Does this household have Sky television?**  
**(E iei he Sky TV ma te kaiga tenei?)**

☐ yes

☐ no

### Information for this question

Special instructions for this question	This question is asking whether the household has paid-for-access television. If the household has a Sky television decoder, but does not have a <b>current</b> paid subscription, they should answer no. If the household has a subscription which is shared with other households, answer yes as they still have access to Sky TV.
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to H11.
Definitions	Sky television refers to pay-for-access television.
Inclusions and exclusions	
Why we ask this question	Access to services by a household can be used as an indicator of wealth and well-being of households.

## H11: Household access to the Internet

**11. Does this household have access to the internet?**  
**(E maua te Initaneti ite kaiga tenei?)**

☐ yes, privately purchased at this house

☐ yes, public access at Lotala or Fakafotu or Falefa

☐ yes, other type of Internet access

☐ no, no access to the internet

### Information for this question

Special instructions for this question	Answer this question for the primary way the household access the internet. Make sure they are clear about the difference between purchasing it themselves at their house and using internet via their neighbours router.
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to H12a.
Definitions	Internet access means being able to access the internet through the household or the council buildings.
Inclusions and exclusions	Not applicable.
Why we ask this question	Access to services by a household can be used as an indicator of wealth and well-being of households. It will inform future policy decisions about access to the internet.

H12a: Number of pigs

**12a. How many pigs does this household own?**  
**(E fia a koutou pua?)**

INSTRUCTION

*Count pigs that are owned by the household as well as pigs where ownership is shared with other households.*

*Fitau na pua lava a te kaiga fakatahi ai ma na pua e fai fakatahi ma he tahi kaiga.*

Tap to enter number

Information for this question

Special instructions for this question	Count the number of pigs that are owned or partly owned by someone in this household. If the exact number of pigs (male and female) is unknown, ask the respondent to give a close, careful estimate to the nearest whole number.
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	Go to H12b if the respondent answers that they have one or more pigs otherwise if the respondent answers none then they will be routed to H13a.
Definitions	Ownership or part ownership of an animal means that the animal either belongs to the household or ownership is shared with people from other households.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information on the number of animals owned by a family or household can be used to indicate wealth, as well as the availability of food resources to families and households.

H12b: Number of female pigs

**12b. How many of those pigs are female?**  
**(E fia ia pua fafine/tanoa?)**

INSTRUCTION

*Give an estimate if actual number is unknown.*

*Mate mai kafai e he mautinoa te aofaki.*

*Tap to enter number*

Information for this question

Special instructions for this question	Count the number of female pigs that are owned or partly owned by someone in this household. If the exact number of pigs is unknown, ask the respondent to give a close, careful estimate to the nearest whole number.
Who needs to answer this question	Only those households who have one or more pigs
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	Go to H13a
Definitions	Ownership or part ownership of an animal means that the animal either belongs to the household or ownership is shared with people from other households.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information on the number of animals owned by a family or household can be used to indicate wealth, as well as the availability of food resources to families and households.

H13a: Number of chickens

**13a. How many chickens does this household own?**  
**(E fia a koutou moa?)**

INSTRUCTION

*Count only chickens that will be used for food, this is eggs and/or meat.*

*Faitau oioti na moa e fakaaoga ma meakai, e kau ai na moa e fofoa ai na fuamoa vena ma/pe kakano.*

Tap to enter number

Information for this question

Special instructions for this question	Count the number of female chickens that are owned or partly owned by someone in this household. If the exact number of chickens is unknown, ask the respondent to give a close, careful estimate to the nearest whole number.
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	Go to H13b if the respondent answers that they have one or more chickens otherwise they will be routed to H14a.
Definitions	Ownership or part ownership of an animal means that the animal either belongs to the household or ownership is shared with people from other households.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information on the number of animals owned by a family or household can be used to indicate wealth, as well as the availability of food resources to families and households.

H13b: Number of female chickens

**13b. How many of those chickens are female?**  
**(E fia ia moa fafine/tanoa?)**

INSTRUCTION

*Give an estimate if actual number is unknown.*

*Mate mai kafai e he mautinoa te aofaki.*

Tap to enter number

Information for this question

Special instructions for this question	Count the number of chickens that are owned or partly owned by someone in this household. If the exact number of chickens (male and female) is unknown, ask the respondent to give a close, careful estimate to the nearest whole number.
Who needs to answer this question	Only those households who have one or more chickens need to answer this question
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	Go to H14a.
Definitions	Ownership or part ownership of an animal means that the animal either belongs to the household or ownership is shared with people from other households.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information on the number of animals owned by a family or household can be used to indicate wealth, as well as the availability of food resources to families and households.

#### H14a: Sources of weekly household income

**14a. Does anyone in this household receive income from any of the following sources on a weekly basis?**  
**(E iei ni mea e takua atu ite lihi tenei koi lelei e maua ite fale tenei, pe ni mea fai fakatahi ma he tahi kaiga?)**

**INSTRUCTION**  
*Read out all options.*  
*Allow multiple responses.*

*Faitau na tali.*  
*Fakataga ke lahi ni tali.*

- ☐ regular TPS salary
- ☐ monetary inati/other allowances
- ☐ money from family overseas
- ☐ old age pension
- ☐ government superannuation
- ☐ benefits
- ☐ proceeds from own business
- ☐ sale of pigs and/or chickens
- ☐ sale of fish
- ☐ honoraria
- ☐ other(s)

#### Information for this question

Special instructions for this question	Ensure the respondent understands that this question is only asking about income sources received on a <b>weekly</b> basis. Allow multiple responses
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to H14b unless the respondent answers 'other(s)'. If the respondent answers 'other(s)' then they will be routed to H14aa.
Definitions	Not applicable.

Inclusions and exclusions	<p>Respondents should count all sources of income received by any member of the household who usually lives there (note that household members <b>do not</b> have to be present in the dwelling on census day, or be aged 15 years or over).</p> <p>Inati – refers only to <b>monetary</b> inati.</p>
Why we ask this question	<p>Income statistics are used by planners and government agencies, along with information from other household and individual questions, to measure wealth and the standard of living of people and households in Tokelau.</p>



H14aa: Sources of weekly household income

**14aa. Please specify the other types of income received weekly**  
**(Fakamolemole oi fakamautinoa mai ietahi alaga tupe e maua taki vaiaho)**

Tap to enter text

Information for this question

Special instructions for this question	Ensure the respondent understands that this question is only asking about income sources received on a <b>weekly</b> basis. Allow multiple responses. Make sure the answer only consists of words and no numerals.
Who needs to answer this question	Only those who answered 'other' to sources of weekly income (H14a)
Allow multiple responses	Yes.
Read out all response options	Not applicable.
Routing instructions	Go to H14b
Definitions	Not applicable.
Inclusions and exclusions	Respondents should count all sources of income received by any member of the household who usually lives there (note that household members <b>do not</b> have to be present in the dwelling on census day, or be aged 15 years or over).  Inati – refers only to <b>monetary</b> inati.
Why we ask this question	Income statistics are used by planners and government agencies, along with information from other household and individual questions, to measure wealth and the standard of living of people and households in Tokelau.

#### H14b: Sources of fortnightly or monthly household income

**14b. Does anyone in this household receive income from any of the following sources on a fortnightly or monthly basis?**  
**(E iei he tino ite kaiga tenei e maua taki lua vaiaho pe taki mahina ni ana tupe ina auala ienei)**

**INSTRUCTION**  
*Read out all options.*  
*Allow multiple responses.*

*Faitau na tali.*  
*Fakataga ke lahi ni tali.*

- ☐ regular TPS salary
- ☐ monetary inati/other allowances
- ☐ money from family overseas
- ☐ old age pension
- ☐ government superannuation
- ☐ benefits
- ☐ proceeds from own business
- ☐ sale of pigs and/or chickens
- ☐ sale of fish
- ☐ honoraria

#### Information for this question

Special instructions for this question	Ensure the respondent understands that this question is only asking about income sources received on a <b>fortnightly or monthly</b> basis. Allow multiple responses
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to H14c unless the respondent answers 'other(s)'. If the respondent answers 'other(s)' then they will be routed to H14bb.
Definitions	Not applicable.

Inclusions and exclusions	<p>Respondents should count all sources of income received by any member of the household who usually lives there (note that household members <b>do not</b> have to be present in the dwelling on census day, or be aged 15 years or over).</p> <p>Inati – refers only to <b>monetary</b> inati.</p>
Why we ask this question	<p>Income statistics are used by planners and government agencies, along with information from other household and individual questions, to measure wealth and the standard of living of people and households in Tokelau.</p>

H14bb: Sources of fortnightly or monthly household income

**14bb. Please specify the other types of income received on a fortnightly or monthly basis**  
**(Fakamolemole oi fakamautinoa mai ietahi alaga tupe taki lua vaiaho pe taki mahina)**

Tap to enter text

Information for this question

Special instructions for this question	Ensure the respondent understands that this question is only asking about income sources received on a <b>fortnightly or monthly</b> basis. Allow multiple responses. Make sure the answer only consists of words and no numerals.
Who needs to answer this question	Only those who answered 'other' to sources of fortnightly income (H14b)
Allow multiple responses	Yes.
Read out all response options	Not applicable.
Routing instructions	Go to H14c
Definitions	Not applicable.
Inclusions and exclusions	Respondents should count all sources of income received by any member of the household who usually lives there (note that household members <b>do not</b> have to be present in the dwelling on census day, or be aged 15 years or over).  Inati – refers only to <b>monetary</b> inati.
Why we ask this question	Income statistics are used by planners and government agencies, along with information from other household and individual questions, to measure wealth and the standard of living of people and households in Tokelau.

H14c: Sources of household income received a few times a year or less

**14c. Does anyone in this household receive income from any of the following sources a few times a year or less?**  
**(Eiei he tino ite kaiga tenei e maua ini taimi ite tauhaga ni ana tupe ina auala ienei)**

**INSTRUCTION**  
*Read out all options.*  
*Allow multiple responses.*

*Faitau na tali.*  
*Fakataga ke lahi ni tali.*

- ☐ regular TPS salary
- ☐ monetary inati/other allowances
- ☐ money from family overseas
- ☐ old age pension
- ☐ government superannuation
- ☐ benefits
- ☐ proceeds from own business
- ☐ sale of pigs and/or chickens
- ☐ sale of fish
- ☐ honoraria

Information for this question

Special instructions for this question	Ensure the respondent understands that this question is only asking about income sources received a <b>few times a year or less</b> . Allow multiple responses
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to H15 unless the respondent answers 'other(s)'. If the respondent answers 'other(s)' then they will be routed to H14cc.
Definitions	Not applicable.
Inclusions and exclusions	Respondents should count all sources of income received by any member of the household who usually lives there

	<p>(note that household members <b>do not</b> have to be present in the dwelling on census day, or be aged 15 years or over).</p> <p>Inati – refers only to <b>monetary</b> inati.</p>
Why we ask this question	<p>Income statistics are used by planners and government agencies, along with information from other household and individual questions, to measure wealth and the standard of living of people and households in Tokelau.</p>

H14cc: Sources of household income received a few times a year or less

**14cc. Please specify the other types of income received a few times a year or less**  
**(Fakamolemole oi fakamautinoa mai ietahi alaga tupe ini taimi ite tauhaga pe i lalo ifo foki)**

Tap to enter text

Information for this question

Special instructions for this question	Ensure the respondent understands that this question is only asking about income sources received <b>a few times a year or less</b> . Allow multiple responses. Make sure the answer only consists of words and no numerals.
Who needs to answer this question	Only those who answered 'other' to sources of household income received a few times a year or less (H14c).
Allow multiple responses	Yes.
Read out all response options	Not applicable.
Routing instructions	Go to H15.
Definitions	Not applicable.
Inclusions and exclusions	Respondents should count all sources of income received by any member of the household who usually lives there (note that household members <b>do not</b> have to be present in the dwelling on census day, or be aged 15 years or over).  Inati – refers only to <b>monetary</b> inati.
Why we ask this question	Income statistics are used by planners and government agencies, along with information from other household and individual questions, to measure wealth and the standard of living of people and households in Tokelau.

H15: Total household income

**15. From all sources of income you just told me about, what was the total household income for the last 12 months ending today, before tax or anything else was taken out of it?**  
**(Mai na auala uma na maua ai na tupe kua ke takua, ko hea te aofaki katoa ote tupe maua a te kaiga ite 12 mahina kua teka e fakagata ite aho nei, kae ko heki tokehea na lafoa pe ko ni ietahi vaega?)**

☐ \$0 - \$5,000

☐ \$5,001 - \$10,000

☐ \$10,001 - \$15,000

☐ \$15,001 - \$20,000

☐ \$20,001 - \$30,000

☐ \$30,001 - \$40,000

☐ \$40,001 - \$50,000

☐ \$50,001 or more

Information for this question

Special instructions for this question	If the respondent is unsure, encourage them to think about it, if they continue to find it difficult accept their best possible estimate.
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to H16
Definitions	<p>Total household income is the total amount of money that everyone within the household receives from all of the sources stated in H14a-14c combined:</p> <ul style="list-style-type: none"> <li>• before anything is taken out, that is, tax or other expenses</li> <li>• in the past year (12 months ending on census day).</li> </ul>



Inclusions and exclusions	Count all monetary income from all of the sources mentioned in H14a-H14c.
Why we ask this question	Income statistics are used by planners and government agencies, along with information from other household and individual questions, to measure wealth and the standard of living of people and households in Tokelau.

## H16: Income adequacy

16. How well does your household income meet the household's everyday needs for things such as accommodation, food, clothing and other necessities?  
(Hea te tulaga o te tupe maua a te kaiga ke fakamaliegia ai ona manakoga fakaaho eve ko na fale e nonof ai, meakai, lavalava ma ietahi vaega taua?)

INSTRUCTION  
Read out options.  
Faitau na tali.

☐ not enough money

☐ only just enough money

☐ enough money

☐ more than enough money

### Information for this question

Special instructions for this question	If the respondent is unsure, encourage them to think about their weekly spending for the household and if they continue to find it difficult accept their best possible estimate.
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to H17.
Definitions	Income adequacy is based on the respondent's self-assessment of their household's income. The respondent rates whether they had more than enough money, enough money, just enough money, or not enough money to meet their everyday needs for such things as accommodation, food, clothing and other necessities.
Inclusions and exclusions	Include what they receive from the inati
Why we ask this question	Income statistics are used by planners and government agencies, along with information from other household and individual questions, to measure wealth and the standard of living of people and households in Tokelau. Collecting people's assessment of the level income their household receives in Tokelau, will supplement the objective data we collect and help inform future policies e.g. remuneration schedules.

List of people present in the household on census night

**17. Starting with yourself, please list the first names of all the people who will be filling out a census form here.**

**(Kamata iate koe lava, fakamolemole oi lihi mai na igoa muamua ona tino uma e fakatumu a latou pepa tuhigaigoa i kinei)**

INSTRUCTION

*By name, we mean the common or village name by which the respondent is known*

*Include all people present on census day, including children.*

Tap to enter new item

Information for this question

Special instructions for this question	None.
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	Yes.
Read out all response options	Not applicable.
Routing instructions	Go to H17.
Definitions	Not applicable.
Inclusions and exclusions	Include temporary visitors and those usual residents who are at their household on census day but do not usually live there.
Why we ask this question	This is used to create a form for each individual person who is present on Tokelau on census day. We need each person's name to make sure that everyone is counted on census day, and to record people who were away from home on census day.

## List of absentees

**18. Please list the first names of all the people who usually live in this dwelling but will not be spending census night here.**  
**(Fakamolemole oi lihi uma mai na igoa muamua ona tino e mahani oi nonofo ite fale tenei kae e he I kinei ite po o te tuhigaigoa)**

INSTRUCTION

*This only includes people who are or will be away for maximum 12 months.*  
*By name we mean the common or village name by which the respondent is known.*

Tim

×

Tap to enter new item

## Information for this question

Special instructions for this question	Ensure that the respondent lists all of the people who usually live in their household but are temporarily away for 12 months or less. Respondents should give people's common or village name. This means their informal name, not the name they have on their passport.
Who needs to answer this question	Head of household or another adult on behalf of the whole household.
Allow multiple responses	Yes.
Read out all response options	Not applicable.
Routing instructions	Go to H17.
Definitions	Not applicable.
Inclusions and exclusions	Include temporary visitors and those usual residents who are at their household on census day but do not usually live there.
Why we ask this question	This is used to create a form for each individual person who usually lives in Tokelau but is temporarily away. This helps us produce accurate population counts.

## 4.3 Individual questions

Questions Q1 to Q60 are for the individual occupants of the dwelling. These questions are answered by each individual, or the head of the household if someone is unable to answer

### 4.3.1 Section 1

Q1: First name of respondent

**1. What is your first name?**  
**(Ko ai to igoa muamua)**

Tap to enter text

Information for this question

Special instructions for this question	Respondents should give their common or village name. This means their informal name, not the name they have on their passport.
Who needs to answer this question	All respondents.
Allow multiple responses	Not applicable.
Read out all response options	Not applicable.
Routing instructions	Go to Q2.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	We need each person's name to make sure that everyone is counted on census day, and to record people who were away from home on census day.

Q2: Family name of respondent

**2. What is your family name?**  
**(Ko ai to fakaiku)**

Tap to enter text

Information for this question

Special instructions for this question	Respondents should give their common or village family name. This means their informal name, not the name they have on their passport.
Who needs to answer this question	All respondents.
Allow multiple responses	Not applicable.
Read out all response options	Not applicable.
Routing instructions	Go to Q3.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	We need each person's name to make sure that everyone is counted on census day, and to record people who were away from home on census day.

Q3: Sex of respondent

**3. Are you male or female?**  
**(Ko koe he taumalo pe he tautiti?)**

☐ male

☐ female

Information for this question

Special instructions for this question	None.
Who needs to answer this question	All respondents.
Allow multiple responses	No.
Read out all response options	No.
Routing instructions	Go to Q4.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Age and sex are key variables, and along with a count of the population, are the most important items collected in a census. The age-sex structure of the population allows us to project the future population of Tokelau, and along with other census information, determine the future needs of the country in terms of health, education, and other services.

Q4: Date of birth

**4. What is your date of birth?**  
**(Ko hea to aho fanau?)**

*Tap to enter date*

Information for this question

Special instructions for this question	None.
Who needs to answer this question	All respondents.
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	Go to Q5.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Age and sex are key variables, and along with a count of the population, are the most important items collected in a census. The age-sex structure of the population allows us to project the future population of Tokelau and therefore, along with other census information, determine the future needs of the country in terms of health, education, and other resources.



Q5: Relationship to reference person

**5. What is your relationship to the reference person (i.e. the person who answered questions about the dwelling and household)?**  
**(Ko hea to pikitaga ki te tino kautu (te tino na ia talia na fehili agai ki te fale ma te kaiga)?)**

- ☐ reference person
- ☐ spouse
- ☐ step child/adopted child
- ☐ son or daughter
- ☐ mother or father
- ☐ brother or sister
- ☐ other family relationship
- ☐ unrelated

**Information for this question**

Special instructions for this question	Make sure the person who answered the household questions is identified as the reference person
Who needs to answer this question	All respondents.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q6a.
Definitions	<p>‘Reference person’ is the person who has answered questions about the dwelling on behalf of the household.</p> <p>‘Other family relationship’ means any other family-like relationship, including blood and legal relationships.</p> <p>‘Unrelated’ means that the person is not a family member or relative of the head of household (eg a guest or friend).</p>
Inclusions and exclusions	Not applicable.
Why we ask this question	The information from this question allows us to analyse the composition of households and families. With this information we can also make sure we counted every person in each family in Tokelau on census day.

Q6a: Usual address

**6a. Where do you usually live?**  
(Ko fea te mahani nofo ai koe?)

INSTRUCTION

*If they are an overseas resident and will be staying in Tokelau for less than 12 months, instruct the respondent to give their overseas home address.*

☐ at this address

☐ elsewhere in Tokelau

☐ other country

Information for this question

Special instructions for this question	'At this address' means at the address at which the respondent is being interviewed.
Who needs to answer this question	All respondents.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q7a if the respondent answers 'at this address', go to 6b if the respondent answers 'elsewhere in Tokelau' and go to 6c if the respondent answers 'other country'
Definitions	<p>'Usual address' is the location at which a person considers himself or herself to usually reside. Note the following special cases:</p> <ul style="list-style-type: none"> <li>• If you are an overseas resident and will be staying in Tokelau for less than 12 months, give your overseas home address.</li> <li>• If you are a Tokelau resident at boarding school, give your home address.</li> <li>• If you live in more than one dwelling, give the address you consider to be your home.</li> </ul>
Inclusions and exclusions	Not applicable.
Why we ask this question	This question allows us to distinguish visitors from usual residents of a household and of Tokelau, so we can calculate accurate population counts.

Q6b: Usual address

**6b. Please specify the village where you usually live in Tokelau**  
**(Fakamolemole oi fakamautinoa mai te nuku e mahani nofo ai koe i Tokelau?)**

☐ Fale, Fakaofo

☐ Fena Fale, Fakaofo

☐ Nukunonu

☐ Atafu

Information for this question

Special instructions for this question	None.
Who needs to answer this question	Only respondents who answered 'elsewhere in Tokelau' to Q6a
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q7a
Definitions	<p>'Usual address' is the location at which a person considers himself or herself to usually reside. Note the following special cases:</p> <ul style="list-style-type: none"> <li>• If you are a Tokelau resident at boarding school, give your home address.</li> <li>• If you live in more than one dwelling, give the address you consider to be your home.</li> </ul>
Inclusions and exclusions	Not applicable.
Why we ask this question	This question allows us to distinguish visitors from usual residents of a household and of Tokelau, so we can calculate accurate population counts.

Q6c: Usual address

**6c. What country do you usually live in?**  
(Ko fea te atunuku e mahani nofo ai koe?)

☐ American Samoa

☐ Australia

☐ Cook Islands

☐ Fiji

☐ New Zealand

☐ Samoa

☐ Tonga

☐ Tuvalu

☐ other

Information for this question

Special instructions for this question	None.
Who needs to answer this question	Only respondents who answered 'other country' to Q6b.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q7a unless the respondent answers 'other'. If the respondent answers 'other' then they will be routed to Q6d.
Definitions	<p>'Usual address' is the location at which a person considers himself or herself to usually reside. Note the following special cases:</p> <ul style="list-style-type: none"> <li>• If you are a Tokelau resident at boarding school, give your home address.</li> <li>• If you live in more than one dwelling, give the address you consider to be your home.</li> </ul>
Inclusions and exclusions	Not applicable.

Why we ask this question	This question allows us to distinguish visitors from usual residents of a household and of Tokelau, so we can calculate accurate population counts.
--------------------------	---

Q6d: Usual address

**6d. Please specify the country you usually live in**  
**(Fakamolemole oi fakamautinoa mai te atunuku e mahani nofo ai koe)**

Tap to enter text

Information for this question

Special instructions for this question	None.
Who needs to answer this question	Only respondents who answered 'other country' to Q6c.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q7a.
Definitions	<p>'Usual address' is the location at which a person considers himself or herself to usually reside. Note the following special cases:</p> <ul style="list-style-type: none"><li>• If you are a Tokelau resident at boarding school, give your home address.</li><li>• If you live in more than one dwelling, give the address you consider to be your home.</li></ul>
Inclusions and exclusions	Not applicable.
Why we ask this question	This question allows us to distinguish visitors from usual residents of a household and of Tokelau, so we can calculate accurate population counts.

Q7a: Citizenship

**7a. What is your citizenship?**  
**(Ko hea to hitiheni?)**

INSTRUCTION  
*Allow multiple responses.*

☐ New Zealand citizen

☐ other citizenship

Information for this question

Special instructions for this question	Allow multiple responses.
Who needs to answer this question	All respondents.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to Q8a if the respondent answers only 'New Zealand citizen' but if the respondent answers 'other citizenship' then they will be routed to Q7b.
Definitions	Citizenship is the legal nationality of each person. A citizen is a legal national of the country of the census. This is not necessarily the same as country of birth.
Inclusions and exclusions	Not applicable.
Why we ask this question	These questions are used to determine movement from within and into Tokelau. Governments need to know the number of citizens and non-citizens, as they each have different entitlements.

## Q7b: Citizenship

**7b. What country or countries are you a citizen of?**  
(Ko fea te atunuku pe ni atunuku e hitiheni ai koe?)

INSTRUCTION  
Allow multiple responses

☐ Samoa

☐ Tonga

☐ Tuvalu

☐ United States of America

☐ Australia

☐ Fiji

☐ other citizenship

### Information for this question

Special instructions for this question	Allow multiple responses.
Who needs to answer this question	All respondents.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to Q8a unless the respondent answers 'other citizenship'. If the respondent answers 'other citizenship' then they will be routed to Q7c.
Definitions	Citizenship is the legal nationality of each person. A citizen is a legal national of the country of the census. This is not necessarily the same as country of birth.
Inclusions and exclusions	Not applicable.
Why we ask this question	These questions are used to determine movement from within and into Tokelau. Governments need to know the number of citizens and non-citizens, as they each have different entitlements.



Q7c: Citizenship

**7c. Please specify the other country or countries you are a citizen of**  
**(Fakamolemole oi fakamautinoa mai te atunuku pe ni atunuku e hitiheni ai koe?)**

Tap to enter text

Information for this question

Special instructions for this question	Ensure answers consist of only words and no numerals.
Who needs to answer this question	Only those respondents who answered 'other citizenship' to Q7b
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to Q8a.
Definitions	Citizenship is the legal nationality of each person. A citizen is a legal national of the country of the census. This is not necessarily the same as country of birth.
Inclusions and exclusions	Not applicable.
Why we ask this question	These questions are used to determine movement from within and into Tokelau. Governments need to know the number of citizens and non-citizens, as they each have different entitlements.

Q8a: Place of birth

**8a. Where were you born?**  
**(Ko koe na fanau i fea?)**

☐ in this village/on this atoll

☐ elsewhere in Tokelau

☐ other country

Information for this question

Special instructions for this question	None.
Who needs to answer this question	All respondents.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q9 unless the respondent answers 'other country'. If the respondent answers 'other country' then they will be routed to Q8b.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	These questions are used to determine movement from within and into Tokelau.

## Q8b: Place of birth

**8b. What country were you born in?**  
(Hea te atunuku na fanau ai koe?)

- ☐ American Samoa
- ☐ Australia
- ☐ Cook Islands
- ☐ Fiji
- ☐ New Zealand
- ☐ Samoa
- ☐ Tonga
- ☐ Tuvalu
- ☐ other country

### Information for this question

Special instructions for this question	None.
Who needs to answer this question	Only those respondents who answered 'other country' to Q8a
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q9 unless the respondent answers 'other country'. If the respondent answers 'other country' then they will be routed to Q8c.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	These questions are used to determine movement from within and into Tokelau.

Q8c: Place of birth

**8c. Please specify the country you were born in**  
**(Fakamolemole oi fakamautinoa mai te atunuku na fanau ai koe)**

Tap to enter text

Information for this question

Special instructions for this question	Ensure the answer only consists of words and no numerals.
Who needs to answer this question	Only those respondents who answered 'other country' to Q8b.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q9.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	These questions are used to determine movement from within and into Tokelau.

Q9: Lived in Tokelau for last 12 months

**9. Have you lived in this village for the last 12 months or longer?**  
**(Na nofo koe ite nuku tenei ite 12 mahina kua teka pe mataloa atu foki?)**

INSTRUCTION

*If the respondent was born in the last 12 months after they had moved to Tokelau, select no*

☐ yes

☐ no

Information for this question

Special instructions for this question	The respondent should indicate if they have been living in the village they are being interviewed in for 12 months or more.
Who needs to answer this question	All respondents.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	If yes, go to Q11a. If no, go to Q10.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	The information from this question is used to distinguish usual residents from temporary visitors to Tokelau. It also allows planners to gauge movement of people from other countries into Tokelau.

## Q10: Month and year of arrival

**10. What month and year did you arrive here?**  
**(Ko hea te mahina ma te tauhaga na taunuku mai ai koe ki kinei?)**

INSTRUCTION  
*If the respondent was born in the last 12 months after they had moved to Tokelau, select the month and year they were born*

☐ October 2015

☐ November 2015

☐ December 2015

☐ January 2016

☐ February 2016

☐ March 2016

☐ April 2016

☐ May 2016

☐ June 2016

☐ July 2016

☐ August 2016

☐ September 2016

### Information for this question

Special instructions for this question	If exact month is unknown, give a close, careful estimate.
Who needs to answer this question	Respondents answered 'no' to Q9
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q11a.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	The information from this question is used to distinguish usual residents from temporary visitors to Tokelau. It also allows planners to gage movement of people from other countries into Tokelau.

## Q11a: Ethnicity

**11a. Which ethnic group(s) do you belong to?**  
(Ko hea te atunuku e tupuga mai ai koe?)

**INSTRUCTION**  
Read out all options.  
Allow multiple responses.  
Faitau uma na filiifiliga.  
Fakataga ke lahi ni tali.

☐ Tokelauan

☐ Samoan

☐ Tuvaluan

☐ European

☐ Fijian

☐ Kiribati

☐ Cook Islands Maori

☐ Tongan

☐ other

### Information for this question

Special instructions for this question	Remember to read out all response options. Remember to mark all that apply.
Who needs to answer this question	All respondents.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to Q12 unless the respondent answers 'other'. If the respondent answers 'other' then they will be routed to Q11b.
Definitions	Someone's ethnic origin is based on their ancestry. It can include a shared history and territorial origins of a group or community, as well as cultural characteristics, such as language and/or religion.
Inclusions and exclusions	Not applicable.
Why we ask this question	Ethnic origin is a key census variable. The information allows planners to determine the differences between each of the ethnic groups and plan to meet the needs of each group. This question is widely used along with age and sex to tell us about the makeup of the population.

Q11b: Ethnicity

**11b. Please specify which ethnic groups you belong to**  
**(Fakamolemole oi fakamautinoa mai te atunuku e tupuga mai ai koe)**

Tap to enter text

Information for this question

Special instructions for this question	Ensure the answer(s) given only consist of words and no numerals.
Who needs to answer this question	Only respondents who answered 'other' to Q11a.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to Q12.
Definitions	Someone's ethnic origin is based on their ancestry. It can include a shared history and territorial origins of a group or community, as well as cultural characteristics, such as language and/or religion.
Inclusions and exclusions	Not applicable.
Why we ask this question	Ethnic origin is a key census variable. The information allows planners to determine the differences between each of the ethnic groups and plan to meet the needs of each group. This question is widely used along with age and sex to tell us about the makeup of the population.



#### 4.3.2 Section 2

##### Q12: Overall life satisfaction

12. Where zero is completely dissatisfied, and ten is completely satisfied, how do you feel about your life as a whole?  
(Kafai ko te helo (0) ko te matua he fiafia lava, ma te hefulu (10) ko te matua fiafia, hea tau fakalogo agai ki to olaga fakakatoa?)

☐ 0

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

☐ 7

☐ 8

☐ 9

☐ 10

##### Information for this question

Special instructions for this question	Allow them to have some time to think about this question, tell them to think about their life as a whole. If they struggle to understand “satisfaction”, try and explain that it is similar to “happiness”.
Who needs to answer this question	Only respondents 15 years and over
Allow multiple responses	No
Read out all response options	Read out what the scale goes to and that 0=completely dissatisfied and 10=completely satisfied
Routing instructions	Go to Q13.
Definitions	Overall life satisfaction is a self-reported measure. Respondents are asked, in a single question, how they feel about their life as a whole (at the time of the

	interview). They are asked to rate their life satisfaction on a scale of 0-10.
Inclusions and exclusions	Not applicable.
Why we ask this question	Life satisfaction is a good indicator of people's overall quality of life. It is used to look at relationships with other census topics such as health, social connectedness and income.

Q13: Self-assessed health

**13. In general, would you say your health is excellent, very good, good, fair or poor?**  
**(I he kikilaga fakakatoa, e mafai koe ke lea mai ko to ola malolo e matua lelei katoatoa, matua lelei, lelei, feoloolo pe tulaga he lelei?)**

☐ excellent

☐ very good

☐ good

☐ fair

☐ poor

Information for this question

Special instructions for this question	This question relates to the respondents own view of their health. Allow them some time to think about this question.
Who needs to answer this question	Only respondents 15 years and over
Allow multiple responses	No
Read out all response options	No
Routing instructions	Go to Q14a.
Definitions	This is a self-reported measure. Respondents are asked, in a single question, how they would rate their current health. They are asked to rate their health as: <i>excellent, very good, good, fair or poor.</i>
Inclusions and exclusions	Not applicable.
Why we ask this question	Self-assessed health has been shown to be related to people's overall life satisfaction so therefore this will help us build a picture of people's quality of life in Tokelau. It will also be used to look at how people's self-assessed health compares with the objective data on people's health in Tokelau.

### 4.3.3 Section 3

#### Q14a Religion

**14a. What is your religion?**  
**(Ko hea tau lotu?)**

☐ Congregational Christian

☐ Presbyterian

☐ Roman Catholic

☐ other

#### Information for this question

Special instructions for this question	Not applicable.
Who needs to answer this question	All respondents.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q15 unless the respondent answers 'other'. If the respondent answers 'other' then they will be routed to Q14b.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Religion is an indicator of lifestyle and community affiliation. The census is an important source of counts of people identifying with each religious group.

Q14b Religion

**14b. Please specify your religion**  
**(Fakamolemole oi fakamautinoa mai tau lotu)**

Tap to enter text

Information for this question

Special instructions for this question	Ensure the answers only consist of words and no numerals.
Who needs to answer this question	Only respondents who answered 'other' to Q14a.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q15.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Religion is an indicator of lifestyle and community affiliation. The census is an important source of counts of people identifying with each religious group.

#### 4.3.4 Section 4

##### Q15: Parental survivorship

**15. Is your birth mother still alive?**  
**(Koi ola mai to matua na fanau mai ai koe?)**

☐ yes

☐ no

☐ don't know

##### Information for this question

Special instructions for this question	Not applicable.
Who needs to answer this question	Only usual residents 15 years and over.
Allow multiple responses	No.
Read out all response options	No.
Routing instructions	Go to Q16.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Parental survivorship is an important indicator of mortality rates in Tokelau and provides useful information about family structures and living arrangements. It is used to calculate the probability of people's parents being alive at the various age groups and contributes to calculating life expectancy.

Q16: Parental survivorship

**16. Is your birth father still alive?**  
**(Koi ola mai to tamana na fanau mai ai koe?)**

☐ yes

☐ no

☐ don't know

Information for this question

Special instructions for this question	Not applicable.
Who needs to answer this question	Only usual residents 15 years and over.
Allow multiple responses	No.
Read out all response options	No.
Routing instructions	Go to Q17a.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Parental survivorship is an important indicator of mortality rates in Tokelau and provides useful information about family structures and living arrangements. It is used to calculate the probability of people's parents being alive at the various age groups and contributes to calculating life expectancy.

#### 4.3.5 Section 5

##### Q17a: Languages spoken

17a. In what language(s) could you have a conversation about a lot of everyday things?  
(Hea he gagana (pe ni gagana) e ke mafaia oi tautala ai ini mea e lahi fakaaho?)

INSTRUCTION  
Allow multiple responses.

- ☐ Tokelauan
- ☐ Samoan
- ☐ English
- ☐ Tuvaluan
- ☐ Kiribati
- ☐ none (e.g. too young to talk)
- ☐ other

##### Information for this question

Special instructions for this question	Remember to mark 'Tokelauan' for those who can speak Tokelauan.  Remember to mark 'none' if the respondent is a baby too young to talk.  Remember to mark all that apply.
Who needs to answer this question	All respondents.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to Q18a unless the respondent answers 'other(s)'. If the respondent answers 'other' then they will be routed to Q17b.
Definitions	Not applicable.
Inclusions and exclusions	Count any language in which the respondent could have a conversation about a lot of everyday things.  Don't count languages in which the respondent can speak only one or two words.
Why we ask this question	Information provided on languages can be used along with educational qualification information to help understand levels of literacy. It is also helpful for government agencies, such as schools, to ensure that



	speakers of different languages, other than Tokelauan, are catered for.
--	--

Q17b: Languages spoken

**17b. Please specify what language(s) you could have a conversation about a lot of everyday things in**  
**(Fakamolemole oi fakamautinoa mai te gagana (pe ni gagana) e ke mafaia oi talanoa ai ini mea e lahi fakaaho)**

Tap to enter text

Information for this question

Special instructions for this question	Remember to write in all that apply. Ensure the answers consist of only words and no numerals.
Who needs to answer this question	All respondents.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to Q18a.
Definitions	Not applicable.
Inclusions and exclusions	Count any language in which the respondent could have a conversation about a lot of everyday things.  Don't count languages in which the respondent can speak only one or two words.
Why we ask this question	Information provided on languages can be used along with educational qualification information to help understand levels of literacy. It is also helpful for government agencies, such as schools, to ensure that speakers of different languages, other than Tokelauan, are catered for.

Q18a: Language spoken most often at home

18a. What language do you speak most often at home?  
(Hea te gagana e lahi tautala ai koe i to kaiga?)

☐ Tokelauan

☐ Samoan

☐ English

☐ Tuvaluan

☐ Kiribati

☐ none (e.g. too young to talk)

☐ other

Information for this question

Special instructions for this question	Remember to mark 'none' if the respondent is a baby and too young to talk.  Remember to only allow one response  Only include the language they speak <b>most often</b> at home
Who needs to answer this question	All respondents.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q19a unless the respondent answers 'other'. If they answer 'other' then they will be routed to Q18b.
Definitions	Not applicable.
Inclusions and exclusions	Exclude languages which they speak regularly at home but not most often.
Why we ask this question	Information provided on languages can be used along with educational qualification information to help understand levels of literacy. It is also helpful for government agencies, such as schools, to ensure that speakers of different languages, other than Tokelauan, are catered for. It is also important for looking at the health of the Tokelauan language and data will be used to put in measures to preserve the Tokelauan language if need be.

Q18b: Language spoken most often at home

**18b. Please specify what language you speak most often at home**  
**(Fakamolemole oi fakamautinoa mai te gagana e lahi tautala ai koe i to kaiga)**

Tap to enter text

Information for this question

Special instructions for this question	<p>Remember to only allow one response</p> <p>Only include the language they speak <b>most often</b> at home</p> <p>Ensure the answer only contains words and no numerals</p>
Who needs to answer this question	All respondents.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q19a.
Definitions	Not applicable.
Inclusions and exclusions	Exclude languages which they speak regularly at home but not most often.
Why we ask this question	<p>Information provided on languages can be used along with educational qualification information to help understand levels of literacy. It is also helpful for government agencies, such as schools, to ensure that speakers of different languages, other than Tokelauan, are catered for. It is also important for looking at the health of the Tokelauan language and data will be used to put in measures to preserve the Tokelauan language if need be.</p>

Q19a: Other language(s) spoken on a regular basis at home

19a. Do you speak any other languages on a regular basis at home?  
(E iei ni ietahi gagana e mahani tautala ai koe i loto o to kaiga?)

INSTRUCTION  
Allow multiple responses

- ☐ Tokelauan
- ☐ Samoan
- ☐ English
- ☐ Tuvaluan
- ☐ Kiribati
- ☐ none (e.g. too young to talk)
- ☐ other

Information for this question

Special instructions for this question	Remember to mark 'none' if the respondent is a baby too young to talk. Remember to mark all that apply
Who needs to answer this question	All respondents.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to Q20a unless the respondent answers 'other'. If the respondent answers 'other' then they will be routed to Q19b.
Definitions	Not applicable.
Inclusions and exclusions	
Why we ask this question	Information provided on languages can be used along with educational qualification information to help understand levels of literacy. It is also helpful for government agencies, such as schools, to ensure that speakers of different languages, other than Tokelauan, are catered for. It is also important for looking at the health of the Tokelauan language and data will be used to put in measures to preserve the Tokelauan language if need be.

Q19b: Other language(s) spoken on a regular basis at home

**19b. Please specify what language(s) you speak on a regular basis at home**  
**(Fakamolemole oi fakamautinoa mai te (pe ni gagana) e mahani tautala ai koe I to kaiga)**

Tap to enter text

Information for this question

Special instructions for this question	Remember to mark 'none' if the respondent is a baby too young to talk.  Remember to write all that apply.  Ensure the answer only contains words and no numerals.
Who needs to answer this question	All respondents.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to Q20a.
Definitions	Not applicable.
Inclusions and exclusions	
Why we ask this question	Information provided on languages can be used along with educational qualification information to help understand levels of literacy. It is also helpful for government agencies, such as schools, to ensure that speakers of different languages, other than Tokelauan, are catered for. It is also important for looking at the health of the Tokelauan language and data will be used to put in measures to preserve the Tokelauan language if need be.

Q20a: Language first learnt and still understood

**20a. What is the first language that you first learned at home in childhood and still understand?**  
**(Hea te gagana na ke mafaia muamua oi tautala ai i loto o to kaiga ite taimi nae tamaiti ai koe ma koi malamalama ai ite taimi nei?)**

☐ Tokelauan

☐ Samoan

☐ English

☐ Tuvaluan

☐ Kiribati

☐ none (e.g. too young to talk)

☒ **other** ×

Information for this question

Special instructions for this question	Remember to mark 'none' if the respondent is a baby too young to talk.  Remember to emphasise that it is only asking whether they still understand that language
Who needs to answer this question	All respondents.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	If the respondent answers 'other' then they will be routed to Q20b.  If the respondent is less than 3 years old, not a usual resident and answers anything apart from 'other' then this is the end of the questionnaire for them, the thank you message will come up.  If the respondent is 3, 4 or 5 years old and answers anything apart from 'other' they will be routed to Q21 and if the respondent is greater than 5 years old then they will be routed to Q22a.
Definitions	Not applicable.

Inclusions and exclusions	Exclude languages that respondents first learnt but no longer understand
Why we ask this question	Information provided on languages can be used along with educational qualification information to help understand levels of literacy. It is also helpful for government agencies, such as schools, to ensure that speakers of different languages, other than Tokelauan, are catered for. It is also important for looking at the health of the Tokelauan language and data will be used to put in measures to preserve the Tokelauan language if need be.



Q20b: Language first learnt and still understood

**20b. Please specify the language that you first learned at home in childhood and still understand**  
**(Fakamolemole oi fakamautinoa mai te gagana na muamua ke iloa oi tautala ai i to kaiga ite taimi nae tamaiti ai koe ma koi malamalama ai ite taimi nei)**

Tap to enter text

Information for this question

Special instructions for this question	Remember to emphasise that it is only asking whether they still understand that language  Ensure the answers only consist of words and no numerals.
Who needs to answer this question	All respondents.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	If the respondent is less than 3 years old or not a usual resident then this is the end of the questionnaire for them, the thank you message will come up.  If the respondent is 3, 4 or 5 years old they will be routed to Q21 and if the respondent is greater than 5 years old then they will be routed to Q22a.
Definitions	Not applicable.
Inclusions and exclusions	Include those languages that the respondent first learnt and still understands but doesn't necessarily speak fluently.
Why we ask this question	Information provided on languages can be used along with educational qualification information to help understand levels of literacy. It is also helpful for government agencies, such as schools, to ensure that speakers of different languages, other than Tokelauan, are catered for. It is also important for looking at the health of the Tokelauan language and data will be used to put in measures to preserve the Tokelauan language if need be.

#### 4.3.6 Section 6

##### Q21: Pre-school attendance

**21. Are you currently attending pre-school?**  
**(E aoga koe ina vahega pepe ite taimi nei?)**

☐ yes

☐ no

##### Information for this question

Special Instructions for this question	Only mark yes if the respondent is <b>currently</b> attending pre-school
Who needs to answer this question	Respondents aged three, four and five years old, who are usually resident in Tokelau.
Allow multiple responses?	No.
Read out all response options?	Yes.
Routing instructions	Go to Q22a if the respondent is 5 years old otherwise this is the end of the questionnaire for the 3 and 4 year olds and the 'thank you' message will come up.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	It is important for government data users to know about the educational attainment of the population and current number of people attending different school. This helps them determine the resources such as the number of teachers required for the different schools in Tokelau. Education levels can be used as an indicator of human development and affects the quality and capability of the work force. Education also affects living standards, health, and fertility rates. Questions on education are also a good indicator of the literacy rate of the population.

#### 4.3.7 Section 7

Q22a: Address five years ago

**22a. Where were you living 5 years ago, on 18 October 2011?**  
**(Ko koe nae nofo i fea ite lima tauhaga kua teka, ite aho 18 Oketopa 2011?)**

☐ at this address

☐ elsewhere in Tokelau

☒ **other country** ×

#### Information for this question

Special instructions for this question	<p>'At this address' means at the address at which the respondent is being interviewed.</p> <p>If the respondent lived in a country other than Tokelau five years ago, specify the country in which he/she usually lived.</p>
Who needs to answer this question	Respondents aged five years and over, who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	<p>If the respondent answers either '<i>at this address</i>' or '<i>elsewhere in Tokelau</i>' then they will be routed to Q23a.</p> <p>If the respondent answers '<i>other country</i>' then they will be routed to Q22b.</p>
Definitions	'Address five years ago' is the location at which a person usually resided at five years before census day (18 October 2011). (See also definition of usual address under Q6a.)
Inclusions and exclusions	Not applicable.
Why we ask this question	Information from this question, when combined with other questions, provides a lot of useful data for planners on Tokelau's internal and external migration. It is important for governments to know the origins of people coming into their countries, and the movement of people in and out of Tokelau.

Q22b: Address five years ago

**22b. What country were you living in five years ago, on 18 October 2011?**  
**(Hea te atunuku nae nofo ai koe ite lima tauhaga kua teka, ite aho 18 Oketopa 2011?)**

**INSTRUCTION**  
*Read out all options*

- ☐ American Samoa
- ☐ Australia
- ☐ Cook Islands
- ☐ Fiji
- ☐ New Zealand
- ☐ Samoa
- ☐ Tonga
- ☐ Tuvalu
- ☐ other country

Information for this question

Special instructions for this question	No.
Who needs to answer this question	Respondents aged five years and over, who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	The respondent will be routed to Q23a unless they answer ' <i>other country</i> '. If they answer ' <i>other country</i> ' then they will be routed to Q22c.
Definitions	'Address five years ago' is the location at which a person usually resided at five years before census day (18 October 2011). (See also definition of usual address under Q6a.)
Inclusions and exclusions	Not applicable.
Why we ask this question	Information from this question, when combined with other questions, provides a lot of useful data for planners on Tokelau's internal and external migration. It is important for governments to know the origins of people coming into

	their countries, and the movement of people in and out of Tokelau.
--	--

Q22c: Address five years ago

**22c. Please specify the country you were living in five years ago, on 18 October 2011**  
**(Fakamolemole oi fakamautinoa mai te atunuku nae nofo ai koe ite lima tauhaga kua teka, ite aho 18 Oketopa 2011)**

Tap to enter text

Information for this question

Special instructions for this question	Ensure that only one answer is given.  Make sure the answer consists of only words and no numerals.
Who needs to answer this question	Respondents aged five years and over, who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	The respondent will be routed to Q23a.
Definitions	'Address five years ago' is the location at which a person usually resided at five years before census day (18 October 2011). (See also definition of usual address under Q6a.)
Inclusions and exclusions	Not applicable.
Why we ask this question	Information from this question, when combined with other questions, provides a lot of useful data for planners on Tokelau's internal and external migration. It is important for governments to know the origins of people coming into their countries, and the movement of people in and out of Tokelau.

Q23a: Ever lived overseas

**23a. Have you ever lived overseas for more than six months?**  
**(Na kua nofo koe i fafo ihe taimi e hilia atu ite ono mahina te mataloa?)**

☐ yes

☐ no

Information for this question

Special instructions for this question	Please select yes if the respondent has lived in any other country for <b>more than six months</b> .
Who needs to answer this question	Respondents aged five years and over, who are usually resident in Tokelau.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	If the respondent answers 'no' then they will be routed to Q24.  If the respondent answers 'yes' then they will be routed to Q23b.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information from this question, when combined with other questions, provides a lot of useful data for planners on Tokelau's internal and external migration. It is important for governments to know the origins of people coming into their countries, and the movement of people in and out of Tokelau.

## Q23b: Ever lived overseas

23b. What country or countries have you lived in for more than six months?  
(Ko fea te atunuku pe ni atunuku nae nofo ai koe mo he mataloa e ova atu ite 6 mahina?)

INSTRUCTION  
Read out all options and allow multiple responses

- ☐ American Samoa
- ☐ Australia
- ☐ Cook Islands
- ☐ Fiji
- ☐ New Zealand
- ☐ Samoa
- ☐ Tonga
- ☐ Tuvalu
- ☐ other country or countries

### Information for this question

Special instructions for this question	Please select the country (or countries) in which the respondent has spent <b>more than six months</b> .
Who needs to answer this question	Respondents aged five years and over, who are usually resident in Tokelau.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	The respondent will be routed to Q24 unless they answer ' <i>other country</i> '. If the respondent answers ' <i>other country</i> ' then they will be routed to Q23c.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information from this question, when combined with other questions, provides a lot of useful data for planners on Tokelau's internal and external migration. It is important for governments to know the origins of people coming into their countries, and the movement of people in and out of Tokelau.



Q23c: Ever lived overseas

**23c. Please specify the country or countries you have lived in for more than six months**  
**(Fakamolemole oi fakamautinoa mai na atunuku pe ni atunuku nae nofo ai koe mo he mataloa e ova atu ite 6 mahina)**

Tap to enter text

Information for this question

Special instructions for this question	Ensure the answer only consists of words and no numerals.
Who needs to answer this question	Respondents aged five years and over, who are usually resident in Tokelau.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	The respondent will be routed to Q24.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information from this question, when combined with other questions, provides a lot of useful data for planners on Tokelau's internal and external migration. It is important for governments to know the origins of people coming into their countries, and the movement of people in and out of Tokelau.

Q24: Last school attended

**24. What was the last school you attended?**  
(Ko hea te akoga mulimuli nae aoga ai koe?)

**INSTRUCTION**  
This question is asking about primary or secondary schools attended. University or other higher education is asked about later.

- ☐ still at school
- ☐ Tokelau village school
- ☐ Samoan secondary school
- ☐ New Zealand secondary school
- ☐ other Pacific Island secondary school
- ☐ other school
- ☐ home-schooled
- ☐ never been to school

Information for this question

Special instructions for this question	Remind the respondent that this is only asking about primary or secondary schools attended and that university or higher education is asked about later.
Who needs to answer this question	Respondents aged five years and over who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	<p>If the respondent answers '<i>still at school</i>' – they will be routed to Q26a.</p> <p>If the respondent answers '<i>never been to school</i>' and is aged younger than 15 years, then this is the end of the questionnaire for them - go to the next respondent.</p> <p>If the respondent answers '<i>never been to school</i>' and is aged 15 years or older then they will be routed to Q27.</p> <p>For all respondents who answer either 'Tokelau village school', 'Samoan secondary school', 'New Zealand secondary school', 'other Pacific Island secondary school', 'other school' or 'home-schooled' then they will be routed to Q25.</p>
Definitions	'Still at school' means that the respondent is currently attending or enrolled at a primary or secondary school, or is home-schooled.

	<p>'Never been to school' means that the respondent has never attended or been enrolled at a primary or secondary school, or has not been home-schooled.</p> <p>'Other school' refers to a school not given in the list, such as a school in a different country.</p>
Inclusions and exclusions	Not applicable.
Why we ask this question	<p>It is important for government data users to know about the educational attainment of the population and current number of people attending different school. This helps them determine the resources such as the number of teachers required for the different schools in Tokelau. Education levels can be used as an indicator of human development and affects the quality and capability of the work force. Education also affects living standards, health, and fertility rates. Questions on education are also a good indicator of the literacy rate of the population.</p>

Q25: Highest level of education reached

**25. What is the highest level of education you reached at school?**  
**(Hea te levolo tau akoakoga maualuga na auhia e koe ina akoga?)**

INSTRUCTION

Year 6 = standard 4  
 Year 7 = form 1  
 Year 8 = form 2  
 Year 9 = form 3  
 Year 10 = form 4  
 Year 11 = form 5  
 Year 12 = form 6  
 Year 13 = form 7  
 Foundation = form 7

☐ up to year 6

☐ year 6 - year 9

☐ year 10 - year 11

☐ year 12 - foundation

Information for this question

Special Instructions for this question	Mark the highest level the respondent has reached – either at school or post-school.
Who needs to answer this question	Only those respondents aged five years and over, who are usually resident in Tokelau and did not answer ' <i>still at school</i> ' or ' <i>never been to school</i> ' in Q24.
Allow multiple responses?	No.
Read out all response options?	Yes.
Routing instructions	The respondent will be routed to Q26a.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	It is important for government data users to know about the educational attainment of the population. Education levels can be used as an indicator of human development and affects the quality and capability of the work force. Education also affects living standards, health, and fertility rates. Questions on education are also a good indicator of the literacy rate of the population.

## Q26a: Highest qualification gained at school

**26a. What is the highest certificate or qualification you have gained at school?**  
(Ko hea te tuhi pahi pito pe fakailoga maualuga na Maua e koe ina akoga?)

INSTRUCTION  
*This question is asking about primary or secondary school qualifications. Qualifications gained after school are asked about after.*

- ☐ no school qualification
- ☐ primary/ year 8 certificate
- ☐ Kaukumete (Year 11 certificate)
- ☐ Foundation certificate
- ☐ Samoa school certificate (Year 9 - 12)
- ☐ Samoa leaving school certificate (Year 13)
- ☐ NCEA Level 1 or New Zealand School Certificate
- ☐ NCEA Level 2 or University Entrance
- ☐ NCEA Level 3 or New Zealand Bursary
- ☐ other school qualification

### Information for this question

Special instructions for this question	Mark only the one highest completed qualification that the respondent gained at school.
Who needs to answer this question	Only those respondents aged five years and over who are usually resident in Tokelau and indicated that they have been to school or are still at school.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	<p>If the respondent answers '<i>other school qualification</i>' then they will be routed to Q26b.</p> <p>If the respondent answers anything apart from '<i>other school qualification</i>' and is under 15 then this will be the end of the questionnaire for them, the thank you message will come up.</p> <p>If the respondent answers anything apart from '<i>other school qualification</i>' and is 15 years or older then they will be routed to Q27.</p>
Definitions	Not applicable.

Inclusions and exclusions	Count only qualifications that have been <b>completed</b> by the respondent.
Why we ask this question	It is important for government data users to know about the educational attainment of the population. Education levels can be used as an indicator of human development and affects the quality and capability of the work force. Education also affects living standards, health, and fertility rates. Questions on education are also a good indicator of the literacy rate of the population.

Q26b: Highest qualification gained at school

**26b. Please specify the highest certificate or qualification that you gained at school**  
**(Fakamolemole oi fakamautinoa mai te tuhi pahi pe fakailoga maualuga na maua e koe mai na akoga)**

Tap to enter text

Information for this question

Special instructions for this question	Write only the one highest completed qualification that the respondent gained at school.
Who needs to answer this question	Only those respondents who selected 'other school qualification' in Q26a.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	<p>If the respondent is under 15 then this will be the end of the questionnaire for them, the thank you message will come up.</p> <p>If the respondent is 15 years or older then they will be routed to Q27.</p>
Definitions	Not applicable.
Inclusions and exclusions	Count only qualifications that have been <b>completed</b> by the respondent.
Why we ask this question	<p>It is important for government data users to know about the educational attainment of the population. Education levels can be used as an indicator of human development and affects the quality and capability of the work force. Education also affects living standards, health, and fertility rates. Questions on education are also a good indicator of the literacy rate of the population.</p>

#### 4.3.8 Section 8

Q27: Post-school studies or training

**27. Have you done any study or training in an institution other than primary or secondary school?**  
**(Na fakatino ni au hukehukega pe ni koleniga ihe tahi aoga maualuga e kehe mai ma na aoga maualalalo ma na aoga tulagalua?)**

☐ yes

☐ no

Information for this question

Special instructions for this question	Not applicable.
Who needs to answer this question?	Respondents aged 15 years and over who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	If the respondent answers 'yes' then they will be routed to Q28a.  If the respondent answers 'no', then they will be routed to Q29.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	It is important for government data users to know about the educational attainment of the population. Education is a good indicator of human development and affects the quality and capability of the work force. Education also affects living standards, health, and fertility rates. Questions on education are also a good indicator of the literacy rate of the population.



Q28a: Highest post-school qualification

**28a. Apart from secondary school qualifications, what is your highest qualification?**  
**(E kehe ai mai na tuhi pahi na maua mai na akoga tulagalua, ko hea to fakailoga pito maualuga?)**

- ☐ still studying for the first post-school qualification
- ☐ started studying, but did not complete qualification
- ☐ bachelor's degree
- ☐ post-graduate degree
- ☐ other university qualification
- ☐ trade certificate
- ☐ nursing certificate/ diploma
- ☐ other post-school qualification

Information for this question

Special instructions for this question	<p>Mark only one highest completed qualification gained by the respondent.</p> <p>If the respondent has more than one of the qualifications listed, ask him/her to choose only one to be counted.</p>
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau and who answered 'Yes' to Q25.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	<p>The respondent is routed to Q29 if they answer 'still studying for the first post-school qualification', 'started studying, but did not complete qualification', 'bachelor's degree', 'post-graduate degree' or 'nursing certificate/diploma'</p> <p>The respondent is routed to Q28b if they answer '<i>other university qualification</i>'</p> <p>The respondent is routed to Q28c if they answer '<i>trade certificate</i>'</p> <p>The respondent is routed to Q28d if they answer '<i>other post-school qualification</i>'</p>

Definitions	Not applicable.
Inclusions and exclusions	Count only completed qualifications. Mark only the one highest qualification.
Why we ask this question	It is important for government data users to know about the educational attainment of the population. Education is a good indicator of human development and affects the quality and capability of the work force. Education also affects living standards, health, and fertility rates. Questions on education are also a good indicator of the literacy rate of the population.

Q28b: Highest post-school qualification

**28b. Please specify what that other university qualification is**  
**(Fakamolemole oi fakamautinoa mai pe ko hea te tahi fakailoga iunivehite tena)**

Tap to enter text

Information for this question

Special instructions for this question	Write only one highest completed qualification gained by the respondent.  If the respondent has more than one of the 'other university qualifications' ask him/her to choose only one to be counted.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau and who answered 'other university qualification' to Q28a.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q29.
Definitions	Not applicable.
Inclusions and exclusions	Count only completed qualifications.  Write only the one highest qualification.
Why we ask this question	It is important for government data users to know about the educational attainment of the population. Education is a good indicator of human development and affects the quality and capability of the work force. Education also affects living standards, health, and fertility rates. Questions on education are also a good indicator of the literacy rate of the population.

Q28c: Highest post-school qualification

**28c. Please specify what that trade certificate is**  
**(Fakamolemole oi fakamautinoa mai pe ko hea te tuhi**  
**pahi iloa fakapitoa tena)**

Tap to enter text

Information for this question

Special instructions for this question	Write only one highest completed trade certificate gained by the respondent.  If the respondent has more than one trade qualifications, ask him/her to choose only one to be counted.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau and who answered 'trade certificate' to Q28a.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	The respondent will be routed to Q29.
Definitions	Not applicable.
Inclusions and exclusions	Count only completed qualifications.  Write only the one highest qualification.
Why we ask this question	It is important for government data users to know about the educational attainment of the population. Education is a good indicator of human development and affects the quality and capability of the work force. Education also affects living standards, health, and fertility rates. Questions on education are also a good indicator of the literacy rate of the population.

Q28d: Highest post-school qualification

**28d. Please specify what that post-school qualification is**  
**(Fakamolemole oi fakamautinoa mai pe ko hea te fakailoga I tua mai ona akoga tulagalua)**

Tap to enter text

Information for this question

Special instructions for this question	<p>Write only one highest completed qualification gained by the respondent.</p> <p>If the respondent has more than one of the qualifications listed, ask him/her to choose only one to be counted.</p>
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau and who answered 'other post-school qualification' to Q28a.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	The respondent will be routed to Q29.
Definitions	Not applicable.
Inclusions and exclusions	<p>Count only completed qualifications.</p> <p>Write only the one highest qualification.</p>
Why we ask this question	<p>It is important for government data users to know about the educational attainment of the population. Education is a good indicator of human development and affects the quality and capability of the work force. Education also affects living standards, health, and fertility rates.</p> <p>Questions on education are also a good indicator of the literacy rate of the population.</p>

Q29: Marital status

**29. What is your current marital status?**  
**(Ko hea to tulaga tau fakaipoipo?)**

☐ never married

☐ married

☐ separated

☐ divorced

☐ widowed

Information for this question

Special instructions for this question	If the respondent is in a de facto relationship / lives with a partner but is not married, select 'married'.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q30.
Definitions	'Separated' refers to a person who is still legally married but is no longer living as a couple with their partner.
Inclusions and exclusions	Not applicable.
Why we ask this question	This information is important as it affects the demand for housing and social services, as well as a person's likelihood of having children.

Q30: Work in paid employment

**30. In the 7 days that ended on Monday 17 October, did you do any work for pay or operate a business?**  
**(I te 7 aho na fakagata ite aho Gafua 17 Oketopa, na fakatino e koe ni galuega totogi pe na fakatino hau pihinihi?)**

**INSTRUCTION**  
*Mark yes if respondent would usually have worked but was away or off work for some reason.*

☐ yes

☐ no

Information for this question

Special instructions for this question	Select yes if the respondent would usually have worked, but was away or off work for some reason.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	If the respondent answers 'yes' they did work for pay or operate a business last week they are routed to Q31.  If the respondent answers 'no' they did not work for pay or operate a business last week they are routed to Q33.
Definitions	'Operate a business' means that the person ran a business for profit.
Inclusions and exclusions	Count only work done (or business operation) that earns cash / monetary payment.
Why we ask this question	This question is used to route people who do not currently work in a paid job or operate a business to Q33. Those who do work in a paid job or who operate a business need to answer further questions about the type of paid work they do – in Q31 and Q32a and Q32b.

Q31: Occupation

**31. In your main paid job held last week, what was your occupation?**  
**(I tau galuega totogi na fakatino ite vaiaho kua teka, ko hea tau galuega tena?)**

**INSTRUCTION**  
*If respondent answers 'village worker' please ask for specific role.*

Tap to enter text

Information for this question

Special instructions for this question	<p>Give as much detail as is required to describe the respondent's paid occupation.</p> <p>If the respondent answers 'village worker' please ask for their specific role.</p> <p>Give only the occupation of the one main job held last week.</p> <p>Ensure the answer only contains words and no numerals</p>
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	Go to Q32a.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information on occupation (when combined with other census information) can tell us about the range of paid work people do in Tokelau. It also tells us about how jobs and requirements change over time.



### Q32a: Status in Employment

**32a. In that job, how would you best be described?**  
(Ite galuega tena, e fakamatala vehea e koe te galuega tena?)

INSTRUCTION  
*Read out all response options.*

- ☐ salaried member of TPS
- ☐ worker for village council
- ☐ self-employed
- ☐ employee (work for wages/salary for private person or business in Tokelau)
- ☐ employee (paid by an overseas institution)
- ☐ other

#### Information for this question

Special instructions for this question	Give only the description of the one main job held last week, as referred to in Q31.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau, and who answered 'yes' to Q30
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	The respondent will be routed to Q35 unless they answer 'other'. If the respondent answers 'other' then they will be routed to Q32b.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information from this question can be linked with information from other census questions – such as occupation, qualifications, age, and sex to give us a picture of the paid workforce in Tokelau. We can monitor changes over time in the numbers of people who are employees or self-employed in their own business.

Q32b: Status in Employment

**32b. Please specify how you would describe that job**  
**(Fakamolemole oi fakamautinoa mai pe fakamatala**  
**vehea te galuega tena)**

Tap to enter text

Information for this question

Special instructions for this question	Give only the description of the one main job held last week, as referred to in Q31.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau, and who answered 'other' to Q32a.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	The respondent is routed to Q36a unless they answered 'other'. If they answered 'other' then they will be routed to Q36b.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information from this question can be linked with information from other census questions – such as occupation, qualifications, age, and sex to give us a picture of the paid workforce in Tokelau. We can monitor changes over time in the numbers of people who are employees or self-employed in their own business.

Q33: Seeking work

**33. Did you look for a paid job last week?**  
**(Na hakili galuega totogi koe ite vaiaho kua teka?)**

☐ yes

☐ no

Information for this question

Special instructions for this question	Not applicable.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau who answered 'no' to Q30.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q34.
Definitions	Not applicable.
Inclusions and exclusions	<p>Examples of reasons why a respondent did not look for work could be that they are:</p> <ul style="list-style-type: none"> <li>• retired</li> <li>• at school or other study institution</li> <li>• looking after children.</li> </ul>
Why we ask this question	This question is used to distinguish between those people who are in or not in the labour force.

Q34: Available to start work

**34. If someone had offered you a paid job last week, would you have been available to start work?**  
**(Mo nei ake na foki atu hau galuega totogi e he tino ite vaiaho kua teka, mata nei na avanoa koe ke kamata faigaluega ite vaiaho kua teka?)**

☐ yes

☐ no

Information for this question

Special instructions for this question	Not applicable.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau who answered 'no' to Q30.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q35.
Definitions	Not applicable.
Inclusions and exclusions	Examples of reasons why a respondent was not able to start work last week could be that they are: <ul style="list-style-type: none"><li>• retired</li><li>• at school or other study institution</li><li>• looking after children.</li></ul>
Why we ask this question	This question is used to distinguish between those people who are in or not in the labour force.

Q35: Unpaid work indicator

**35. In the 7 days that ended on Monday 17 October, did you do any unpaid work for the family, village or community?**  
**(I te 7 aho na gata ite aho Gafua, 17 Oketopa, na fakatino ni au galuega he totohia mo te kaiga, nuku pe ko te nofonofoga katoa?)**

☐ yes

☐ no

Information for this question

Special instructions for this question	Make sure the respondent is clear that this is only asking about <b>unpaid work</b> , not paid work.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	<p>The respondent will be routed to Q36a if they answer 'yes' they did do unpaid work for the family, village, or community last week.</p> <p>The respondent will be routed to Q37 if they answer 'no' they did not do unpaid work for the family, village, or community last week.</p>
Definitions	Not applicable.
Inclusions and exclusions	<b>Do not</b> include paid work.
Why we ask this question	Information on unpaid work is just as important as information on paid employment. It tells us how people spend their time and how they contribute to their families and communities.

### Q36a: Type of unpaid work

**36a. What type of unpaid work did you do?**  
(Ko ni itukaiga galuega he totogia vehea ta koe na fai?)

INSTRUCTION  
*Read out all options.*  
*Allow multiple responses.*

- ☐ housework - in own household
- ☐ caring for children - from own household
- ☐ caring for children - from other household
- ☐ helping family or other relatives
- ☐ helping with community/village cleaning
- ☐ helping with community/village weaving
- ☐ helping with community/village fishing
- ☐ helping with other community/village activities
- ☐ other unpaid/voluntary work

#### Information for this question

Special instructions for this question	Not applicable.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau, who answered 'yes' to Q35.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	The respondent will be routed to Q37 unless they answer 'other unpaid/ voluntary work'. If they answer 'other unpaid/ voluntary' work then they will be routed to Q36b.
Definitions	Not applicable.
Inclusions and exclusions	Examples of 'other unpaid / voluntary work' include: <ul style="list-style-type: none"> <li>• volunteering for an aid organisation</li> <li>• volunteering at a school or hospital.</li> </ul>
Why we ask this question	Information on unpaid work is just as important as information on paid employment. It tells us how people spend their time and how they contribute to their families and communities.

Q36b: Type of unpaid work

**36b. Please specify the type of other unpaid/voluntary work that you did**  
**(Fakamolemole oi fakamautinoa mai ietahi itukaiga galuega he totohia/fai tauanoa na ke fakatinoa)**

Tap to enter text

Information for this question

Special instructions for this question	Ensure the answer only consists of words and no numerals.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau, who answered 'other unpaid/voluntary work' in Q36a.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	The respondent will be routed to Q37.
Definitions	Not applicable.
Inclusions and exclusions	Examples of 'other unpaid / voluntary work' include: <ul style="list-style-type: none"> <li>• volunteering for an aid organisation</li> <li>• volunteering at a school or hospital.</li> </ul>
Why we ask this question	Information on unpaid work is just as important as information on paid employment. It tells us how people spend their time and how they contribute to their families and communities.

Q37: Tasks done for own household's use

**37. In the 7 days that ended on Monday 17 October, did you do any of the following for the household's use only?**  
**(I te 7 aho na gata ite aho Gafua, 17 Oketopa, na fakatino e koe he vaega ona vaega ienei mo he tahi kaiga?)**

**INSTRUCTION**  
*Read out all response options.*  
*Multiple responses allowed.*

- ☐ work in a garden plot, bush or coastal activity, or catch fish
- ☐ make cloth, garments, mats or handicrafts
- ☐ build or repair houses, boats or umu
- ☐ none of these

Information for this question

Special instructions for this question	Remember that these activities must be for the household's use only.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to Q38.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information about the type of work people do in Tokelau, for both their own household's use and for use by people in other households, recognises the value of unpaid work. It also helps us to determine the extent to which this work contributes to the running of day-to-day life in Tokelau.



Q38: Tasks done for use of other households

**38. In the 7 days that ended on Monday 17 October, did you do any of the following for use by other households?**  
**(I te 7 aho na gata ite aho Gafua, 17 Oketopa, na fakatino e koe he vaega ona vaega ienei mo he tahi kaiga?)**

**INSTRUCTION**  
*Read out all responses.*  
*Allow multiple responses*

☐ work in a garden plot, bush or coastal activity, or catch fish

☐ make cloth, garments, mats or handicrafts

☐ build or repair houses, boats or umu

☐ none of these

Information for this question

Special instructions for this question	Remember that these activities must be for the use of people in <b>other</b> households.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau.
Allow multiple responses	Yes.
Read out all response options	Yes.
Routing instructions	Go to Q39.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information about the type of work people do in Tokelau, for both their own household's use and for use by people in other households, helps us to put some value on this type of unpaid work. It also helps us to determine the extent to which this work contributes to the running of day-to-day life in Tokelau.

Q39: Cigarette smoking indicator

**39. Do you smoke cigarettes regularly (that is, one or more a day)?**  
**(E mahani ulaula hikaleti koe (e fokotahi pe lahi atu ite aho)?)**

☐ yes

☐ no

Information for this question

Special instructions for this question	Remember that regularly means one or more a day
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	The respondent is routed to Q41 if the respondent answers 'yes'. The respondent is routed to Q40 if they answer 'no'.
Definitions	A regular smoker is someone who smokes at least one cigarette a day.
Inclusions and exclusions	Count only tobacco cigarettes (not cigars or other substances).
Why we ask this question	The questions on cigarette smoking provide important information on the health of people in Tokelau. Data users can use the information to determine where health resources are required.

Q40: Ever smoked cigarettes

**40. Have you ever been a regular smoker of one or more cigarettes a day?**  
**(Nae mahani koe oi ulaula hikaleti?)**

INSTRUCTION  
*If required, prompt: regular means one or more a day.*

☐ yes

☐ no

Information for this question

Special instructions for this question	None.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau, who answered 'no' to Q39.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q41.
Definitions	A regular smoker is someone who smokes at least one cigarette a day.
Inclusions and exclusions	Count only tobacco cigarettes (not cigars or other substances).
Why we ask this question	The questions on cigarette smoking provide important information on the health of people in Tokelau. Data users can use the information to determine where health resources are required.

#### Q41 Sense of belonging

41. On a scale of zero to ten, where zero is no sense of belonging, and ten is a strong sense of belonging, how would you rate your sense of belonging to your community?

(I luga o he fua mai te helo (0) ki te hefulu (10), ko te helo ko te heai o he lagona "ko kita e aofia", ma te hefulu ko te malohi o he lagona "ko kita e aofia" hea hau fakatulagaga ki to lagona ko koe e aofia i to nuku?)

☐ 0

☐ 1

☐ 2

☐ 3

☐ 4

☐ 5

☐ 6

☐ 7

☐ 8

☐ 9

☐ 10

#### Information for this question

Special instructions for this question	Make sure the respondent is clear about what the term "belonging" means.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes, read out what the scale goes to and that 0= no sense of belonging and 10=very strong sense of belonging.
Routing instructions	Go to Q42.
Definitions	This is a respondent's subjective perception of how connected they feel towards their Tokelauan community.
Inclusions and exclusions	Not applicable.
Why we ask this question	This question is part of the quality of life topic which is new for this census. It provides an understanding of people's well-being, sense of belonging to their

	Tokelauan community and will be looked at to see how it relates to people's overall life satisfaction.
--	--

Q42: Reading skills in Tokelauan

**42. How would you rate your current reading skills in Tokelauan?**  
**(Hea hau fakatulagaga ki o hikili faitau tuhi faka-Tokelau?)**

INSTRUCTION  
*Read out all response options.*

☐ cannot read in Tokelauan

☐ poor

☐ fair

☐ good

☐ very good

Information for this question

Special instructions for this question	This is a self-defined measure. The respondent should choose the response option that they believe best fits their current reading skills in Tokelauan.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q43.
Definitions	Not applicable.
Inclusions and exclusions	<p>Poor – the respondent can only read simple / basic things in Tokelauan.</p> <p>Fair – the respondent can read some things in Tokelauan.</p> <p>Good – the respondent can read about many things in Tokelauan.</p> <p>Very good – the respondent can read almost anything in Tokelauan.</p>
Why we ask this question	This question set forms a self-identified measure of literacy. Literacy is a measure of the respondent's ability to understand, evaluate, use, and engage with written

	texts. This is important for international reporting and monitoring as improving literacy is part of the sustainable development goals.
--	---

Q43: Reading skills in English

**43. How would you rate your current reading skills in English?**  
**(Hea hau fakatulagaga ki o hikili faitau tuhi faka-  
 lgilihi?)**

**INSTRUCTION**  
*Read out all response options.*

☐ cannot read in English

☐ poor

☐ fair

☐ good

☐ very good

Information for this question

Special instructions for this question	This is a self-defined measure. The respondent should choose the response option that they believe best fits their current reading skills in English.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q44.
Definitions	Not applicable.
Inclusions and exclusions	<p>Poor – the respondent can only read simple / basic things in English.</p> <p>Fair – the respondent can read some things in English.</p> <p>Good – the respondent can read about many things in English.</p> <p>Very good – the respondent can read almost anything in English.</p>
Why we ask this question	This question set forms a self-identified measure of literacy. Literacy is a measure of the respondent's ability to understand, evaluate, use, and engage with written texts. This is important for international reporting and



	monitoring as improving literacy is part of the sustainable development goals.
--	--

Q44: Writing skills in Tokelauan

**44. How would you rate your current writing skills in Tokelauan?**  
**(Hea hau fakatulagaga ki o hikili tuhituhi faka-Tokelau?)**

**INSTRUCTION**  
*Read out all response options.*

☐ cannot write in Tokelauan

☐ poor

☐ fair

☐ good

☐ very good

Information for this question

Special instructions for this question	This is a self-defined measure. The respondent should choose the response option that they believe best fits their current writing skills in Tokelauan.
Who needs to answer this question	Respondents aged 15 years and over, who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q45.
Definitions	Not applicable.
Inclusions and exclusions	<p>Poor – the respondent can only write simple / basic things in Tokelauan.</p> <p>Fair – the respondent can write some things in Tokelauan.</p> <p>Good – the respondent can write about many things in Tokelauan.</p> <p>Very good – the respondent can write almost anything in Tokelauan.</p>
Why we ask this question	This question set forms a self-identified measure of literacy. Literacy is a measure of the respondent's ability to understand, evaluate, use, and engage with written texts. This is important for international reporting and monitoring as improving literacy is part of the sustainable development goals.

Q45: Writing skills in English

**45. How would you rate your current writing skills in English?**  
**(Hea hau fakatulagaga ki o hikili tuhituhi faka-Igilihi?)**

INSTRUCTION  
*Read out all response options.*

☐ cannot write in English

☐ poor

☐ fair

☐ good

☐ very good

Information for this question

Special instructions for this question	This is a self-defined measure. The respondent should choose the response option that they believe best fits their current writing skills in English
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q46.
Definitions	Not applicable.
Inclusions and exclusions	<p>Poor – the respondent can only write only simple / basic things in English.</p> <p>Fair – the respondent can write some things in English.</p> <p>Good – the respondent can write about many things in English.</p> <p>Very good – the respondent can write almost anything in English.</p>
Why we ask this question	This question set forms a self-identified measure of literacy. Literacy is a measure of the respondent's ability to understand, evaluate, use, and engage with written texts. This is important for international reporting and monitoring as improving literacy is part of the sustainable development goals.

Q46: Amount of face-to-face contact with family and friends overseas

**46. In the last 12 months, have you had any face-to-face contact with family or friends living overseas?**  
**(I te 12 mahina kua teka, na iei ni au hokotakiga fakafehagai ma ni o kaiga oe ni uo e nonofo i atunuku fafo?)**

☐ yes

☐ no

☐ no family/friends living overseas

#### Information for this question

Special instructions for this question	Remind the respondent that this is only asking about face-to-face contact with family and friends overseas, so not on other atolls in Tokelau
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	<p>If the respondent answers 'no family/friends overseas' and are male then this is the end of the questionnaire for them, the thank you message will come up.</p> <p>If the respondent answers 'no family/ friends overseas' and is a usually resident female aged 15 years or over then they will be routed to Q49.</p> <p>Otherwise, they will be routed to Q47.</p>
Definitions	Not applicable.
Inclusions and exclusions	This <b>excludes</b> face-to-face contact via video e.g. skype, only <b>includes</b> physically seeing someone in person
Why we ask this question	This question set is an important indicator of people's overall quality of life. It is important to look at this in relation to people's life satisfaction and health. It will also help inform future policies about people in Tokelau's access to telecommunications.

Q47: Amount of contact with family and friends overseas over the telephone

47. In the last 4 weeks, how often have you had contact with family or friends living overseas on the telephone?  
( I te 4 vaiaho talu ai nei, na fakafia ona hokotaki koe ma o kaiga pe uo e nonofo i atunuku i fafo i luga ote telefoni??)

☐ every day

☐ at least once a week

☐ at least once a fortnight

☐ at least once in the last four weeks

☐ not at all

Information for this question

Special instructions for this question	This is a self-defined measure. The respondent should think about the amount of contact on average they have with their family and friends overseas over the telephone.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau and said that they have family/ friends living overseas.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to Q48.
Definitions	Not applicable.
Inclusions and exclusions	This <b>excludes</b> physically seeing someone in person
Why we ask this question	This question set is an important indicator of people's overall quality of life. It is important to look at this in relation to people's life satisfaction and health. It will also help inform future policies about people in Tokelau's access to telecommunications.

Q48: Amount of contact with family and friends overseas over the internet

48. In the last 4 weeks, how often have you had contact with family or friends living overseas over the internet?  
(I loto ote 4 vaiaho talu ai nei, na fakafia ona hokotaki koe ma o kaiga pe uo e nonofo i atunuku i fafo i luga ote initaneti?)

☐ every day

☐ at least once a week

☐ at least once a fortnight

☐ at least once in the last 4 weeks

☐ not at all

Information for this question

Special instructions for this question	This is a self-defined measure. The respondent should think about the amount of contact on average they have with their family and friends overseas over the internet.
Who needs to answer this question	Respondents aged 15 years and over who are usually resident in Tokelau and said that they have family/ friends overseas.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	If the respondent is a usually resident female aged 15 years and over go to Q49.  If the respondent is a male this is the end of the questionnaire for them, the thank you message will come up on the screen.
Definitions	Not applicable.
Inclusions and exclusions	This <b>excludes</b> physically seeing someone in person
Why we ask this question	This question set is an important indicator of people's overall quality of life. It is important to look at this in relation to people's life satisfaction and health. It will also help inform future policies about people in Tokelau's access to telecommunications.

#### 4.3.9 Section 9

Q49: Ever given birth

**49. Have you ever given birth to a baby?**  
**(Na kua fanau hau pepe?)**

INSTRUCTION  
*Count all births, even if the baby later died*

☐ yes

☐ no

Information for this question

Special instructions for this question	<p>The respondent should count only the babies that they have given birth to alive.</p> <p>The respondent should include those children that they have given birth to that have since died.</p>
Who needs to answer this question	Female respondents aged fifteen years and over who are usually resident in Tokelau.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	<p>The respondent will be routed to Q50 if they answer 'yes' they have given birth to a child or children.</p> <p>If the respondent answered 'no' they have not given birth to any children – this is the end of the questionnaire for them, the thank you message will come up.</p>
Definitions	Not applicable.
Inclusions and exclusions	<p><b>Count</b> babies that were born alive, even if they have since died.</p> <p><b>Do not count</b> still births or miscarriages.</p>
Why we ask this question	Information gained about the number of babies a woman has given birth to will help to predict the future fertility rates and population of Tokelau.

Q50: Total number of babies given birth to

**50. How many babies have you given birth to alive?**  
**(E toka fia au pepe na fanau koi feola ite taimi nei?)**

Tap to enter number

Information for this question

Special instructions for this question	<p>The respondent should count only the babies that they have given birth to alive.</p> <p>The respondent should include those children that they have given birth to that have since died.</p>
Who needs to answer this question	Female respondents aged 15 years and over who are usually resident in Tokelau and have given birth to a baby.
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	The respondent will be routed to Q51.
Definitions	Not applicable.
Inclusions and exclusions	<p><b>Count</b> babies that were born alive, even if they have since died.</p> <p><b>Do not count</b> still births or miscarriages.</p>
Why we ask this question	Information gained about the number of babies a woman has given birth to will help to predict the future fertility rates and population of Tokelau.



Q51: Date last baby was born

**51. Of those children, when was your last baby born?**  
**(I na tamaiti iena, ko anafea na fanau ai tau pepe mulimuli?)**

Tap to enter date

Information for this question

Special instructions for this question	<p>Give the day, month, and year when the last baby was born.</p> <p>Count babies that have since died.</p>
Who needs to answer this question	Female respondents aged 15 years and over who are usually resident in Tokelau and have given birth to a baby.
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	Go to Q52.
Definitions	Not applicable.
Inclusions and exclusions	<p><b>Count</b> babies that were born alive, even if they have since died.</p> <p><b>Do not count</b> babies that were stillborn.</p>
Why we ask this question	Information about fertility and mortality will help to predict the future fertility and mortality rates and population of Tokelau.

Q52: Last baby born still alive

**52. Is that child still alive?**  
**(Koi ola mai tau pepe tena?)**

☐ yes

☐ no

Information for this question

Special instructions for this question	Not applicable.
Who needs to answer this question	Female respondents aged 15 years and over who are usually resident in Tokelau and have given birth to a baby.
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	Go to Q53.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Information about fertility and mortality will help to predict the future fertility and mortality rates and population of Tokelau.

Q53: Male birth children who have died

**53. Of the children you have given birth to, how many male children, if any, have died?**  
**(I au tamaiti na fanau mai, e tokafia ia tamaiti tane, kafai e iei, kua gagalo?)**

*Tap to enter number*

Information for this question

Special instructions for this question	Count all male children that the respondent has given birth to that have since died.  Be sure to write '0' if the respondent has no male birth children that have died.
Who needs to answer this question	Female respondents aged 15 years and over who are usually resident in Tokelau and have given birth to a baby.
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	If the respondent's total number of birth children is equal to the number of male children died then this is the end of the questionnaire for this respondent. The thank you message will come up.  If the respondent's total number of birth children is not equal to the number of male children died then they will be routed to Q54.
Definitions	Not applicable.
Inclusions and exclusions	Include only children who the respondent has given birth to.
Why we ask this question	Information gained about where people's children are living are important for understanding geographic mobility of the Tokelauan people and for understanding family structure.

Q54: Female birth children who have died

**54. Of the children you have given birth to, how many female children, if any, have died?**  
**(I au tamaiti na fanau mai, e tokafia ia tamaiti fafine, kafai e iei, kua gagalo?)**

Tap to enter number

Information for this question

Special instructions for this question	Count all female children that the respondent has given birth to that have since died.  Be sure to write '0' if the respondent has no female birth children that have died.
Who needs to answer this question	Female respondents aged 15 years and over who are usually resident in Tokelau and the total number of babies given in Q50 does not equal the total number of male children that have died.
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	If the respondent's total number of birth children is equal to the number of male and female children died then this is the end of the questionnaire for this respondent. The thank you message will come up.  If the respondent's total number of birth children is not equal to the number of male and female children died then they will be routed to Q55.
Definitions	Not applicable.
Inclusions and exclusions	Include only children who usually live in the same household as the respondent.
Why we ask this question	Information gained about where people's children are living are important for understanding geographic mobility of the Tokelauan people and for understanding family structure.

Q55: Male birth children living in the household

**55. Of the children you have given birth to, how many male children are living in this household?**  
**(I au tamaiti na fanau mai, e tokafia ia tamaiti tane, e nonofo nei ite fale tenei?)**

*Tap to enter number*

Information for this question

Special instructions for this question	Count all male children that the respondent has given birth to that are living in 'this household' (the same house as the respondent).  Be sure to write '0' if the respondent has no male children that she gave birth to living in "this household".
Who needs to answer this question	Female respondents aged 15 years and over who are usually resident in Tokelau and the total number of babies given in Q50 does not equal the number given in Q53 + the number given in Q54. (The total number of babies they have given birth to is not equal to the number of male and female children that have died)
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	Go to Q56.
Definitions	Not applicable.
Inclusions and exclusions	Include only male children who usually live in the same household as the respondent.
Why we ask this question	Information gained about where people's children are living are important for understanding geographic mobility of the Tokelauan people and for understanding family structure.

Q56: Female birth children living in the household

**56. Of the children you have given birth to, how many female children are living in this household?**  
**(I au tamaiti na fanau mai, e tokafia ia tamaiti fafine, e nonofo nei ite fale tenei?)**

*Tap to enter number*

Information for this question

Special instructions for this question	Count all female children that the respondent has given birth to that are living in 'this household' (the same house as the respondent).  Be sure to write '0' if the respondent has no female children that she gave birth to living in "this household".
Who needs to answer this question	Female respondents aged 15 years and over who are usually resident in Tokelau and have given birth to a baby.
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	Respondent will be routed to Q57.
Definitions	Not applicable.
Inclusions and exclusions	Include only female children who usually live in the same household as the respondent.
Why we ask this question	Information gained about where people's children are living are important for understanding geographic mobility of the Tokelauan people and for understanding family structure.

Q57: Male birth children living somewhere else in Tokelau

**57. Of the children you have given birth to, how many male children are living somewhere else in Tokelau?**  
**(I au tamaiti na fanau mai, e tokafia ia tamaiti tane, e nonofo nei i he tahi koga o Tokelau?)**

*Tap to enter number*

Information for this question

Special instructions for this question	Count all male children that the respondent has given birth to <b>that live somewhere else in Tokelau</b> , i.e. in another household.  Remember to count male children who live on the same atoll but in a different household.  Be sure to write '0' if the respondent has no male birth children living elsewhere in Tokelau.
Who needs to answer this question	Female respondents aged 15 years and over, who are usually resident in Tokelau and have given birth to a baby.
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	Go to Q58.
Definitions	Not applicable.
Inclusions and exclusions	Include only male children who do NOT usually live in the same household as the respondent, and who live somewhere else in Tokelau.
Why we ask this question	Information gained about where people's children are living are important for understanding geographic mobility of the Tokelauan people and for understanding family structure.

Q58: Female birth children living somewhere else in Tokelau

**58. Of the children you have given birth to, how many female children are living somewhere else in Tokelau?**  
**(I au tamaiti na fanau mai, e tokafia ia tamaiti fafine, e nonofo nei i he tahi koga o Tokelau?)**

*Tap to enter number*

Information for this question

Special instructions for this question	Count all female children that the respondent has given birth to <b>that live somewhere else in Tokelau</b> , i.e. in another household.  Remember to count female children who live on the same atoll but in a different household.  Be sure to write '0' if the respondent has no female birth children living elsewhere in Tokelau.
Who needs to answer this question	Female respondents aged 15 years and over, who are usually resident in Tokelau and have given birth to a baby.
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	Go to Q59.
Definitions	Not applicable.
Inclusions and exclusions	Include only female children who do NOT usually live in the same household as the respondent, and who live somewhere else in Tokelau.
Why we ask this question	Information gained about where people's children are living are important for understanding geographic mobility of the Tokelauan people and for understanding family structure.



Q59: Male birth child living somewhere else overseas

**59. Of the children you have given birth to, how many male children are living overseas?**  
**(I au tamaiti na fanau mai, e tokafia ia tamaiti tane, e nonofo nei I he tahi atunuku?)**

Tap to enter number

Information for this question

Special instructions for this question	Count all male children that the respondent has given birth to <b>that live somewhere else overseas</b> , i.e. in New Zealand, or Samoa.  Be sure to write '0' if the respondent has no male birth children living overseas.
Who needs to answer this question	Female respondents aged 15 years and over who are usually resident in Tokelau
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	This is the end of the questionnaire. Thank the respondent for taking part in the 2016 Census. Go to the next respondent.
Definitions	Not applicable.
Inclusions and exclusions	Include only male children who do NOT usually live in the same household as the respondent, and who live overseas.
Why we ask this question	Information about the number of babies a woman has given birth to will help to predict the future fertility rates and population of Tokelau.

Q60: Female birth child living somewhere else overseas

**60. Of the children that you have given birth to, how many female children are living overseas?**  
**(I au tamaiti na fanau mai, e tokafia ia tamaiti fafine, e nonofo nei i he tahi atunuku?)**

*Tap to enter number*

Information for this question

Special instructions for this question	<p>Count all female children that the respondent has given birth to <b>that live somewhere else overseas</b>, i.e. in New Zealand, or Samoa.</p> <p>Be sure to write '0' if the respondent has no female birth children living overseas. This question needs to be answered in order for the totals to be checked.</p> <p>An error will come up if the total number of babies given birth to does not equal the totals given for location of the children.</p>
Who needs to answer this question	Female respondents aged 15 years and over who are usually resident in Tokelau
Allow multiple responses	No.
Read out all response options	Not applicable.
Routing instructions	This is the end of the questionnaire. The thank you message will come up. If this is the last respondent from this household thank the household for completing the 2016 Census, otherwise move to the next respondent.
Definitions	Not applicable.
Inclusions and exclusions	Include only female children who do NOT usually live in the same household as the respondent, and who live overseas.
Why we ask this question	Information about the number of babies a woman has given birth to will help to predict the future fertility rates and population of Tokelau.

## 4.4 Absentee questions

A1: Absentee family name

**A1. What is Tim's family name?**  
**(Ko ai te fakaiku o Tim?)**

Tap to enter text

Information for this question

Special instructions for this question	Not applicable.
Who needs to answer this question	Head of household, on behalf of those not present in the dwelling on census day but usually live there.
Allow multiple responses	Not applicable.
Read out all response options	Not applicable.
Routing instructions	Go to A2.
Definitions	By name we mean the common or village name by which the respondent is known.
Inclusions and exclusions	Not applicable.
Why we ask this question	We need each person's name to make sure that everyone is counted on census day – especially for those people who were away from home on census day.

A2: Absentee age on last birthday

**A2. What was Tim's age on their last birthday?**  
**(Hea te matua ona tauhaga o Tim's I tona aho fanau mulimuli?)**

*Tap to enter number*

Information for this question

Special instructions for this question	None
Who needs to answer this question	Head of household, on behalf of those not present in the dwelling on census day but usually live there.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to A3.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Age and sex are key variables. Along with the population count, they help to determine to future needs of the people in Tokelau

A3: Absentee sex

**A3. Is Tim male or female?**  
**(Ko Tim he taumalo pe he tautiti?)**

☐ Male

☐ Female

Information for this question

Special instructions for this question	None
Who needs to answer this question	Head of household, on behalf of those not present in the dwelling on census day but usually live there.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to A4.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	Age and sex are key variables. Along with the population count, they help to determine to future needs of the people in Tokelau

A4: Absentee relationship to head of household

**A4. What is Tim's relationship to the reference person?**  
**(Hea te pikitaga o Tim's ki te tino kautu?)**

☐ spouse

☐ stepchild/ adopted child

☐ son or daughter

☐ mother or father

☐ brother or sister

☐ other family relationship

☐ unrelated

Information for this question

Special instructions for this question	Ensure that the spouse is not under 15 years old and that there are not two spouses given for the household.
Who needs to answer this question	Head of household, on behalf of those not present in the dwelling on census day but usually live there.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	Go to A5.
Definitions	<p>The reference person is the 'head of household' and/or the person who has answered questions about the dwelling on behalf of the household.</p> <p>'Other relationship' means any other familial relationship.</p> <p>'Unrelated' means that the person is not a family member or relative of the head of household (eg a guest).</p>
Inclusions and exclusions	Not applicable.
Why we ask this question	The information from this question allows us to analyse the composition of households and families. With this information we can also make sure we have counted every person in each family in Tokelau on census day.

A5a: Reason for absence

**A5a. What is the reason for Tim's absence on census night?**  
**(Hea te mafuaaga e he I kinei ai ia Tim's ite po ote tuhigaigoa?)**

☐ schooling/ education

☐ official duties overseas

☐ TPS based in Apia

☐ medical referral patient

☐ private medical patient

☐ on holiday overseas

☒ **other reason** ✕

Information for this question

Special instructions for this question	None
Who needs to answer this question	Head of household, on behalf of those not present in the dwelling on census day but usually live there.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	The respondent will be routed to A6 unless they select 'other reason'. If they select 'other reason' then they will be routed to A5b.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	This question allows us to distinguish visitors from the usual residents of a household and of Tokelau, so we can calculate an accurate population count.

A5b: Reason for absence

**A5b. Please specify the reason for Tim's absence on census night**  
**(Fakamolemole oi fakamautinoa mai te mafuaaga e he I kinei ai ia Tim's ite po ote tuhigaigoa)**

Tap to enter text

Information for this question

Special instructions for this question	Instruct the respondent to give only one reason for person's absence.
Who needs to answer this question	Head of household, on behalf of those not present in the dwelling on census day but usually live there.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	The respondent will be routed to A6.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	This question allows us to distinguish visitors from the usual residents of a household and of Tokelau, so we can calculate an accurate population count.



A6: Is Absentee in Tokelau

**A6. Is Tim in Tokelau on census night?**  
**(E I Tokelau ia Tim ite po ote tuhigaigoa?)**

☐ Yes

☒ **No**
×

Information for this question

Special instructions for this question	None
Who needs to answer this question	Head of household, on behalf of those not present in the dwelling on census day but usually live there.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	<p>If the respondent answers yes then this is the end of the questionnaire for that absentee, the thank you message will come up. Move to the next absentee unless there are no more absentees.</p> <p>If the respondent answers no then they will be routed to A7.</p>
Definitions	Not applicable.
Inclusions and exclusions	'In Tokelau' can be any one of the three atolls.
Why we ask this question	<p>This question allows us to distinguish visitors from the usual residents of a household and of Tokelau, so we can calculate an accurate population count.</p> <p>The information from this question also allows us to analyse the composition of households and families. With this information we can also make sure we have counted every person in each family in Tokelau on census day.</p>

A7: How long absent

**A7. How long altogether is Tim away from Tokelau?**  
**(Hea te mataloa katoa kua l fafo ai ia Tim o Tokelau?)**

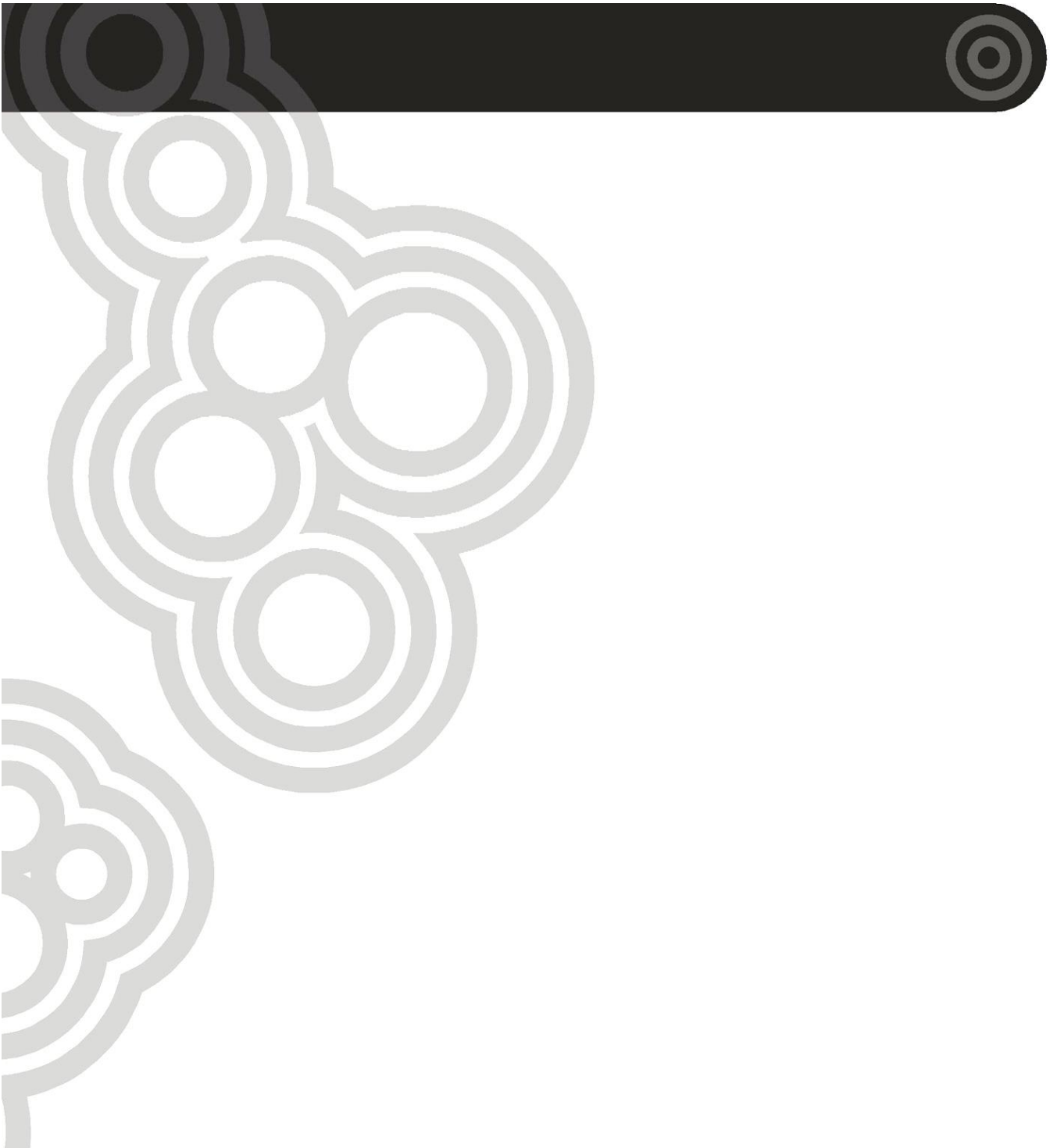
☐ less than 12 months

☐ more than 12 months

Information for this question

Special instructions for this question	None
Who needs to answer this question	Head of household, on behalf of those not present in the dwelling on census day but usually live there.
Allow multiple responses	No.
Read out all response options	Yes.
Routing instructions	This is the end of the set of questions for this absentee. The thank you message will come up. Move to the next absentee unless this is there are no more absentees.
Definitions	Not applicable.
Inclusions and exclusions	Not applicable.
Why we ask this question	This question allows us to distinguish visitors from usual residents of a household and of Tokelau, so we can calculate an accurate population count.

## **5 District supervisors and the census support team**



## 5.1 Roles and responsibilities

### Pre-census day

- Help determine interviewer areas.
- Review maps.
- Help prepare interviewer materials: bags, tablets, pens.
- Help to reinforce key census messages with interviewers.

### Census day

- Conduct interviews at NPDs.
- Quality check each interviewer – thorough check of two households per interviewer.  
This check to be conducted after the interviewer has left the household.
- On call to help interviewers.
- Assist with interviewing as necessary.

### Straight away after census day

- Check that people listed actually exist.
- Check all household ID numbers have completed forms.
- Help compile population counts.
- Pack up tablets and interviewer manuals and dispose of extra supplies.

### Debrief

- Participate in debrief.

### After census day

- Encourage the use of census information in national and local decision making.

## 5.2 Quality checking and coding of forms

The quality checking required to be undertaken by district supervisors is outlined in this table. A district supervisor should go through each check for every form returned to them by the collectors.

Private vs. non-private dwellings and identification numbers

Check	Action	Completed
Is the identification number correctly assigned?	Yes 1. The form passes this check.	Yes / No
	No 1. Establish what the appropriate ID number is. 2. Write it in.	Yes / No
Is the private / non-private question completed?	Yes 1. The form passes this check.	Yes / No
	No 1. Establish what the answer is.	Yes / No

## Dwelling questions

Check	Action	Completed
Is every question answered?	Yes 1. The form passes this check.	Yes / No
	No 1. See if there are interviewer notes to explain why some questions are not answered. 2. If their notes are not clear, confer with the interviewer and find out why some questions are not answered 3. If answer(s) are available, enter them into the form. 4. If the respondent has refused to answer a question, write a note next to the question saying "refused".	Yes / No
Are all text answers understandable and spelt correctly?	Yes 1. The form passes this check.	Yes / No
	No 1. If it is obvious what the response is supposed to say, just fix the response. 2. If it is not obvious what the response is supposed to say, confer with the interviewer and find out what the respondent said and then correct the response.	Yes / No

## Individual questions

Check	Action	Completed
Are there individual forms completed for each person listed in the household?	Yes 1. The form passes this check.	Yes / No
	No 1. Confer with the interviewer as to why the form is empty. If they accidentally missed this button, ask them to go back to the household and conduct this interview. 2. If they intended to leave this empty, then go back to the list of people identified as being present in the household and remove their name.	Yes / No
Is every question answered?	Yes 1. The form passes this check.	Yes / No
	No 1. See if there are interviewer notes to explain why some questions are not answered. 2. If their notes are not clear, confer with the interviewer and find out why some questions are not answered. 3. If answer(s) are available, enter them into the form. 4. If the respondent has refused to answer a question, write a note on the form saying 'refused' on the question.	Yes / No
Are all text answers understandable and correct?	Yes 1. The form passes this check.	Yes / No
	No 1. If it is obvious what the answer is supposed to say, just correct the answer. 2. If it is not obvious what the response is supposed to say, confer with the interviewer and find out what the respondent said and then correct the response.	

## Absentee questions

Check	Action	Completed
Are there absentee forms completed for each person from the household listed as absent?	Yes 1. The form passes this check.	Yes / No
	No 1. Confer with interviewer as to why the form is empty. If they accidentally missed this button, ask them to go back to the household and conduct this interview. 2. If they intended to leave this empty then go back and delete them from the household, go back to the list of people identified as being present in the household and remove their name.	Yes / No
Is every question answered?	Yes 1. The form passes this check.	Yes / No
	No 1. See if there are interviewer notes to explain why some questions are not answered. 2. If their notes are not clear, confer with interviewer and find out why some questions are not answered. 3. If answer(s) are available, enter them into the form. 4. If the respondent has refused to answer a question, write a note next to the question saying "refused".	Yes / No
Are all text answers understandable and spelt correctly?	Yes 1. The form passes this check.	Yes / No
	No 1. If it is obvious what the answer is supposed to say, just correct the answer. 2. If it is not obvious what the response is supposed to say, confer with the interviewer and find out what the respondent said and then correct the response.	



## 5. Troubleshooting tips

### 1. The head of the household is not available to complete the household questionnaire.

That's fine. Another adult who lives at the house can answer the household questionnaire.

### 2. The interviewer application is running slowly.

The first step will be to close down the interviewer app fully. To do this, firstly finish the household or individual interview you are doing, make sure that you wait for questions to fully load before moving on. To close down the interviewer app, select the recent apps button (left most button at the bottom of the tablet).



Once you have done this, touch the “Close all” option. After you have done this you will need to open the interviewer app and continue with the next interview.

If the tablet continues to run slowly, restart the tablet by holding down the power button for 2 seconds and select restart. Wait for the tablet to restart and open the interviewer app and continue with the next interview.

### 3. My tablet has stopped working.

It's likely that your tablet has run out of battery. Return to the field office where you will be able to charge your tablet.

If the tablet is not charging (check using more than one power point and more than one charger), report it to your district supervisor or a member of the Tokelau Census team immediately.

In the unlikely event that your tablet does stop working, your district supervisor or a member of the Tokelau Census team will be able to organise a replacement for you to use.

### 4. A respondent doesn't want to participate in the census.

Be careful to listen to their concerns, people may be willing to participate after they have voiced their concerns. If respondents are worried about their privacy, reassure them that their information will be kept confidential, and that the information they give will help people and organisations to make important decisions about improving the lives of people in Tokelau.

If they continue to refuse to participate in the census, let your district supervisor know and they will visit the household.

**5. A respondent is interested in the tablet we are using to collect the census.**

It's great that people are interested in the census and the new way we are collecting the information. Feel free to show them how the survey solutions tool works while they are doing their interview. Be careful to ensure the privacy and confidentiality of other respondents' information.

**6. Can I do the interviews out of order?**

You can do the individual interviews before the household interview. You might need to do this if the head of the household is temporarily unavailable. To do this, go to the household questionnaire and enter in the names of everyone in the household, including the head of the household. You will be able to go back to the household questionnaire later.

Try and finish each individual interview at a time. However, if this is not possible, survey solutions will save what you have done and you will be able to come back to it later. You will know which sections need to be completed as they will be blue or orange (if there are errors).

**7. What if I accidentally close the interviewer app part way through an interview?**

The app will save the interview you are doing where you were up to. Open up the interviewer app again and your interview should be there where you left off.