

**Census of Population of Ireland 2006**  
**Place of Work**  
**Census of Anonymised Records (POWCAR)**  
**User Guide**

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# 1 Census 2006

A Census of Population of Ireland was taken on the night of Sunday, 23 April 2006, in accordance with the Statistics (Census of Population) Order 2005 (S.I. No. 786 of 2005)<sup>1</sup>. An extract from the census questionnaire is reproduced in Appendix 1.

## 1.1 Coverage of the Census

The census figures relate to the *de facto* population, i.e. the population recorded for each area represents the total of all persons present within its boundaries on the night of Sunday, 23 April 2006, together with all persons who arrived in that area on the morning of Monday, 24 April 2006, not having been enumerated elsewhere. Persons on board ships in port are included with the population of adjacent areas. The figures, therefore, include visitors present on census night as well as those in residence, while usual residents temporarily absent from the area are excluded from the census count.

A limited number of questions, relating mainly to demographic characteristics, were asked in respect of usual residents who were temporarily absent from their households on census night. The responses to these questions enables a more precise picture to be built up on families and households by excluding visitors present on census night and including residents who were temporarily absent.

## 1.2 Conduct of the Census

A temporary field force consisting of 6 Census Liaison Officers, 40 Regional Supervisors, 400 Field Supervisors and some 4,400 part-time Enumerators carried out the census enumeration. During the four weeks before Census Day the enumerators entered details in respect of 1.77 million private residences and communal establishments in their enumerator record books. They simultaneously delivered blank census questionnaires to 1.5 million of these dwellings that were expected to be occupied on census night. Approximately 266,000 residences were vacant at the time of the census while in a further 30,000 cases the household was either enumerated elsewhere or temporarily absent from the State. The collection of completed questionnaires took place between Monday 24 April and Monday 22 May 2006.

## 1.3 Production of Results

Each enumerator first prepared and returned to the CSO a summary of the population in his/her enumeration area. These summaries formed the basis for the preliminary 2006 population results<sup>2</sup>. The completed questionnaires for individual households were subsequently transported to the CSO for processing.

The population summaries, dwelling listings and enumeration maps for individual enumeration areas were checked for consistency and used to determine the boundaries of census towns and suburbs/environs of towns with legal boundaries. The capture and processing of the responses to questions on the census questionnaire proceeded concurrently.

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<sup>1</sup> The Statistics (Census of Population) Order 2005 was made by the Minister of State at the Department of the Taoiseach in pursuance of powers conferred on him by section 25 (1) of the Statistics Act 1993 (No. 21 of 1993) and the Statistics (Delegation of Ministerial Functions) Order 2004 (S.I. No. 664 of 2004).

<sup>2</sup> Census of Population of Ireland, 2006: Preliminary Report (Prn. A6/0988), July 2006.

## 1.4 Publication of Results

The planned publication schedule is set out in Appendix 2. The schedule consists of the Principal Demographic Results and Principal Socio-economic Results, which provide the main census results, primarily at national level. More detailed data is provided in 13 subject matter reports. All of the tables published in these reports will be made available on the Central Statistics Office web site ([www.cso.ie](http://www.cso.ie)) using Beyond 20/20 interactive software. This software gives Internet users the ability to select and view data online and then download the same data to their computers.

## 1.5 Place of Work Census of Anonymised Records (POWCAR)

Anonymised Census records relating to persons at work who were enumerated where they are usually resident are available to bona fide researchers for the purposes of research on commuting patterns etc. Where the application is granted the researcher will be signed up as an Officer of Statistics. The POWCAR is described in the Sections 2 and 3.

## 1.6 Application to use 2006 POWCAR

POWCAR data is only available to bona fide researchers who are approved by CSO and signed up as Officers of Statistics for the duration of the research they propose to undertake. **All material published from the POWCAR must be approved in advance by CSO.** CSO Ireland POWCAR must be acknowledged as source of data.

Application to use the POWCAR must be made in writing to *Director of Census, Central Statistics Office, Swords Business Campus, Balheary Road, Swords, Co. Dublin* using the form in Appendix 3. Where the application is approved all researchers accessing the data will be required to sign a declaration making them Officers of Statistics under the Statistics Act 1993 and agreed to be bound by the confidentiality provisions of the act. There are severe penalties under the act for divulging confidential data. See <http://www.cso.ie/census/documents/statsact93.pdf>.

Any person who uses information furnished under this Act or the repealed enactments in contravention of Section 32 of this Act or wilfully discloses information relating to any identifiable person or undertaking in contravention of Section 33 of this Act shall be guilty of an offence.

A person guilty of an offence under any provision of this Act shall be liable

- a) on summary conviction to a fine not exceeding €1,250, or
- b) on conviction on indictment, to a fine not exceeding €25,000.

## 1.7 Further information

For further information on the data content contact:

Census Enquiries Section,  
Central Statistics Office,  
Swords Business Campus  
Balheary Road,  
Swords,  
Co. Dublin

Phone: +353 1 8951460 Ext. 1461/63/66  
LoCall 1890 236 787  
Fax: +353 1 895 1399  
E-mail: [census@cso.ie](mailto:census@cso.ie)  
Web: [www.cso.ie](http://www.cso.ie)

For further information on Digital Boundaries or maps contact:

Ordnance Survey Ireland,  
Phoenix Park, Dublin 8  
Phone: +353-1-802-5376  
Fax: +353-1-802-5377  
E-mail: [digitals@osi.ie](mailto:digitals@osi.ie)  
[www.osi.ie/mapping/digital/Digi\\_Boundary\\_Data.pdf](http://www.osi.ie/mapping/digital/Digi_Boundary_Data.pdf)

## 2 POWCAR Scope

The Place of Work Census of Anonymised records ONLY cover persons who at the time of the census:

- were enumerated in a private household (persons enumerated in Communal Establishments are not included)
- were 15 years old or over
- were enumerated at home (Question 7 = Here at this address)
- indicated that their Present Principal Status was working for payment or profit (Question 26 = box 1).

In 2002 a Place of Work Sample of anonymised records was released covering a 15% random sample of persons satisfying the above criteria. In 2006 all records falling within the scope above were coded to place of work.

### 2.1 Place of Work coding

The location of the place of work was coded for each person in the sample on the basis of the reply to Questions 31 and Question 32.

31 What is (was) the full name of the Organisation you work(ed) for in your main job?  
If you have (had) your own business, write in the NAME of the business.

32 What is (was) the full address at which you actually work(ed)?

1  Work mainly at or from home      2  No fixed place of work

Where the person ticked box 1 or 2 on Question 32 the place of work was automatically defaulted to W/M (W=Works mainly at or from home; M=No fixed place of work). Otherwise the employer name and address was matched against addresses on the An Post GeoDirectory. Where the coder could not find an exact match they coded to a near match if they could find a GeoDirectory address on the same street or in the same town as the address stated on the form. The Irish National Grids matched from the geo directory were linked back to the place of work Electoral District (ED) and Town by superimposing the digital boundaries of the ED, Towns and 2006 Enumeration Areas in the case of the 5 Cities Dublin, Cork, Limerick, Galway and Waterford and their suburbs.

In 2006 places of work with and address in Northern Ireland were coded to the county in Northern Ireland. Where the person indicated a work place address abroad these records were coded to a specific code to indicate that the person was working abroad i.e. outside Ireland or Northern Ireland. The following table give a summary of the coding.

	Persons	%
Total persons in private households enumerated where they are usually resident and at work	1,834,472	100
Q31/Q32 address was matched exactly to a GeoDirectory address point	1,097,896	60
Q31/Q32 address was matched to a GeoDirectory address point in the same street or town (includes addresses coded to Northern Ireland and Overseas)	282,953	15
POW Address blank in Q31/Q32 (includes uncodable)	136,853	7
POW address was uncodable	1,020	0
Works from home indicated in Q32	107,202	6
No fixed place of work indicated at Q32	208,548	11

## 2.2 Anonymisation and recoding

The coded records relating to persons within households were anonymised by stripping off all identifiable information such as household number, person number within household and by recoding variables where the number of categories could lead to the identification of an individual when combined with other information on the record.

## 3 POWCAR Structure and content

Table 1 below gives details of the variables in micro data data file and how they are classified.

The Place of Work Census data file IECOPPlaceOfWork2006.txt is a TAB delimited text file in the format outlined in Table 1. Note that the first record of this file contains the variable headings as indicated

**Table 1 - Variables in the Anonymised Place of Work Micro data File and the classifications used**

Variable	Type	Length	Label/Notes	Values <sup>3</sup>
Residence_Planning_Region	Char	1	Regional Authority of enumeration/residence Note: That the sample only covers persons enumerated at their usual residence.	'1' = 'Border' '2' = 'Dublin' '3' = 'Mid-East' '4' = 'Midland' '5' = 'Mid-West' '6' = 'South-East' '7' = 'South-West' '8' = 'West'
Residence_County	Char	2	Administrative County of enumeration and residence	01=Carlow 02=Dublin City 03=South Dublin 04=Fingal 05=Dún Laoghaire-Rathdown 06=Kildare 07=Kilkenny 08=Laoighis 09=Longford 10=Louth 11=Meath 12=Offaly 13=Westmeath 14=Wexford 15=Wicklow 16=Clare 17=Cork City 18=Cork County 19=Kerry 20=Limerick City 21=Limerick County 22=Tipperary North 23=Tipperary South 24=Waterford City 25=Waterford County 26=Galway City 27=Galway County 28=Leitrim 29=Mayo 30=Roscommon 31=Sligo 32=Cavan 33=Donegal 34=Monaghan
Residence_ED	Char	5	Electoral Division where resident and enumerated CSO code	See "POW_2006_Codes.xls". This has details of the ED codes and names and the equivalent OSi ED codes. A generalised version of ED boundaries is available for download on <a href="http://www.cso.ie">www.cso.ie</a> in shape file format.
Residence_ED_OSi	Char	6	Electoral Division where resident and enumerated OSi code	See "POW_2006_Codes.xls". This has details of the ED codes and names and the equivalent OSi ED codes. A generalised version of ED boundaries is available for download on <a href="http://www.cso.ie">www.cso.ie</a> in shape file format.

<sup>3</sup> See POW\_2006\_Codes.xls which has a sheet giving code and associated label for each variable where appropriate.

Variable	Type	Length	Label/Notes	Values <sup>3</sup>
Residence_Town	Char	4	Town where resident and enumerated	See "POW_2006_Codes.xls" Town boundaries are available for purchase from OSi. This code will be NN00 (where NN is the County Code) if the person was not resident and enumerated in a town with a population of 1000 or more. Town boundaries are available for download on <a href="http://www.cso.ie">www.cso.ie</a> in shape file format
Residence_2006_Enumeration_Area	Char	5	Census 2006 Enumeration Area where resident and enumerated.	The Census enumeration area is only available for persons enumerated in one of the 5 county borough areas Dublin, Cork, Galway, Limerick or Waterford and their suburbs which may be in bordering counties. For persons enumerated outside these enumeration areas the code is *. 2006 Census Enumeration Area boundaries for the 5 county boroughs and suburban areas are available download from <a href="http://www.cso.ie">www.cso.ie</a> in shape file format.
Resident_Persons	Char	2	Number of usual residents in the household	Where there are 8 or more usual residents in the households = '8+'.
Resident_Workers	Char	2	Number of usually resident workers in the household	This is a count of the number usually resident workers in the household (i.e. persons falling within the scope of this file) where the person resides. Where there are 4 or more usually resident workers in the household = '4+'
Household_Composition	Char	1	Household composition	'1' = 'Single Person' '2' = 'Lone Parent with at least one resident child aged 19 or under' '3' = 'Lone Parent with resident children but none aged 19 or under' '4' = 'Couple with at least one resident child aged 19 or under' '5' = 'Couple with resident children but none aged 19 or under' '6' = 'Couple with no resident children' '7' = 'Other Households'
Accommodation_Type	Char	1	Type of Accommodation	This indicates the type of accommodation in which the person resides. '1' = 'Detached house' '2' = 'Semi-detached house' '3' = 'Terraced house' '4' = 'Flat/apartment in a purpose-built block' '5' = 'Flat/apartment in a converted house or commercial building' '6' = 'Bed-sit' '7' = 'Caravan or mobile/temporary structure' '*' = 'Not stated'
Year_Built	Char	1	Year that the household accommodation was built	'1' = 'Before 1919' '2' = '1919 – 1940' '3' = '1941 – 1960' '4' = '1961 – 1970' '5' = '1971 – 1980' '6' = '1981 – 1990' '7' = '1991 – 1995' '8' = '1996 – 2000' '9' = '2001 or later' '*' = 'Not stated'

Variable	Type	Length	Label/Notes	Values <sup>3</sup>
Nature_of_Occupancy	Char	1	<p>Nature of occupancy of household accommodation</p> <p><i>'Purchaser/Owner Occupied'</i> combines the following categories:</p> <p>1-Owner occupied with loan'</p> <p>2-Owner occupied without loan'</p> <p>3-Being purchased from a Local Authority'</p> <p><i>'Rented incl. free rent'</i> combines the following categories:</p> <p>4-Rented from a Local Authority</p> <p>5-Rented from a Voluntary Body</p> <p>6-Rented privately unfurnished</p> <p>7-Rented privately furnished</p> <p>8-Occupied free of rent</p>	<p>This indicates the nature of occupancy of the household's accommodation in which the person resides.</p> <p>'1' = Purchaser/Owner Occupied'</p> <p>'2' = 'Rented incl. free rent'</p> <p>** = 'Not stated'</p>
Sewerage	Char	1	<p>Type of sewerage facility.</p> <p><i>'Septic/other system individual to household'</i> combines the following categories:</p> <p>2-Individual septic tank</p> <p>3-Individual treatment system other than a septic tank</p> <p><i>'Other/No Sewerage facilities'</i> combines the following categories:</p> <p>1-Public sewerage scheme</p> <p>4-Other sewerage facility</p> <p>5-No sewerage facility</p>	<p>This indicates the type of sewerage facility of the accommodation in which the person resides.</p> <p>'1' = 'Septic/other system individual to household'</p> <p>'2' = 'Other/No Sewerage facilities'</p> <p>** = 'Not stated';</p>
Cars_or_vans	Char	1	<p>Number of cars or vans available for use in the household</p>	<p>'1' = 'One'</p> <p>'2' = 'Two'</p> <p>'3' = 'Three'</p> <p>'4' = 'Four or more'</p> <p>'5' = 'None'</p> <p>** = Not stated</p>
Sex	Char	1	<p>Sex</p>	<p>'1' = 'Males'</p> <p>'2' = 'Females'</p>





Variable	Type	Length	Label/Notes	Values <sup>3</sup>
Five_Year_Age_Group	Char	5	Five-year age group	'15-19' = '15-19' '20-24' = '20-24' '25-29' = '25-29' '30-34' = '30-34' '35-39' = '35-39' '40-44' = '40-44' '45-49' = '45-49' '50-54' = '50-54' '55-59' = '55-59' '60-64' = '60-64' '65-69' = '65-69' '70-74' = '70-74' '75+' = '75+'
Marital_Status	Char	1	Current marital status 'Ever Married' combines the following categories: 2-Married(first Marriage) 3-Re-married(following Widowhood) 4-Re-married(following Divorce/Annulment) 5-Separated(including Deserted) 6-Divorced 7-Widowed	'1' = 'Single(Never married)' '2' = 'Ever Married'
Usual_Residence_One_Year_Ago	Char	1	Flag indicating where the person usually resided one year ago	'0' = 'Different address' '1' = 'Same address' '*' = 'Not stated'
Highest_Level_of_Education	Char	1	Highest level of education completed to date 'Completed secondary or lower' combines categories: 1-No formal education 2-Primary education 3-Lower secondary 4-Upper secondary 5-Upper Technical or vocational qualification 6-Both Upper Secondary and Technical or Vocational qualification 'Completed third level or higher' combines categories Third level: 7-Non Degree 8-Primary Degree (Third Level Bachelor Degree) 9-Professional qualification (of Degree status at least) 10-Both a Degree and a Professional qualification 11-Postgraduate Certificate or Diploma 12-Postgraduate Degree (Masters) 13-Doctorate (Ph.D)	"" = 'Not stated' '1' = 'Completed secondary or lower' '2' = 'Completed third level or higher'

Variable	Type	Length	Label/Notes	Values <sup>3</sup>
Seg	Char	1	Socio-economic group	'A' = 'Employers and managers' 'B' = 'Higher professional' 'C' = 'Lower professional' 'D' = 'Non-manual' 'E' = 'Manual skilled' 'F' = 'Semi-skilled' 'G' = 'Unskilled' 'H' = 'Own account workers' 'I' = 'Farmers' 'J' = 'Agricultural workers' 'Z' = 'All others gainfully occupied and unknown'  <b>Socio-Economic Group (SEG)</b> The socio-economic group of persons aged 15 years or over who are at work is determined by their occupation and employment status.
Industrial_Group	Char	1	Industrial group Industry is coded to over 200 detailed industry codes on the basis of the name and address of the business/employer and/or the free text description of the nature of business carried on. The details industry codes have been grouped into the eight broad groups for the purposes of this sample.	'1' = 'Agriculture, forestry and fishing' '2' = 'Manufacturing industries, mining, quarrying and turf production, electricity, gas and water supply' '3' = 'Construction' '4' = 'Commerce' '5' = 'Transport, storage and communications' '6' = 'Public administration and defence' '7' = 'Education, health and social work' '8' = 'Other' '*' = 'Not stated'
Means_of_Travel	Char	2	Means of travel to work, school or college	'01' = 'On foot' '02' = 'Bicycle' '03' = 'Bus, minibus or coach' '04' = 'Train, DART or LUAS' '05' = 'Motor cycle or scooter' '06' = 'Driving a car' '07' = 'Passenger in a car' '08' = 'Lorry or van' '09' = 'Other means' '10' = 'Work mainly at or from home' '11' = 'Not applicable' '*' = 'Not stated'
Time_of_Departure	Char	1	Leaves home for work, school or college	'1' = 'Before 06:30' '2' = '06:31-07:00' '3' = '07:01-07:30' '4' = '07:31-08:00' '5' = '08:01-08:30' '6' = '08:31-09:00' '7' = '09:01-09:30' '8' = 'After 09:30' '9' = 'Not applicable' '*' = 'Not stated'

Variable	Type	Length	Label/Notes	Values <sup>3</sup>
Journey_KM	Num	3	Journey to work – KM	Numeric value = actual KM '0' = 'Less than 1 KM' ** = Not stated
Journey_Minutes	Num	3	Journey to work – minutes	Numeric value = actual minutes ** = 'Not stated'
POW_County	Char	2	Place of work Address - Administrative County Code	01=Carlow 02=Dublin City 03=South Dublin 04=Fingal 05=Dún Laoghaire-Rathdown 06=Kildare 07=Kilkenny 08=Laoighis 09=Longford 10=Louth 11=Meath 12=Offaly 13=Westmeath 14=Wexford 15=Wicklow 16=Clare 17=Cork City 18=Cork County 19=Kerry 20=Limerick City 21=Limerick County 22=Tipperary North 23=Tipperary South 24=Waterford City 25=Waterford County 26=Galway City 27=Galway County 28=Leitrim 29=Mayo 30=Roscommon 31=Sligo 32=Cavan 33=Donegal 34=Monaghan
POW_ED	Char	5	Place of work address - Electoral Division Code	See "POW_2006_Codes.xls". 'B' = Place of work address blank or uncodeable 'M' = No fixed place of work(Q32) 'W' = Works mainly at or from home(Q32)
POW_ED_OSI	Char	6	Place of work address - Electoral Division Code OSI Codes	See "POW_2006_Codes.xls". 'B' = Place of work address blank or uncodeable 'M' = No fixed place of work(Q32) 'W' = Works mainly at or from home(Q32)
POW_Town	Char	4	Place of work address – CSO Town code	See "POW_2006_Codes.xls". 4 Digit Numeric=Town code of address of place of work 'B' = Place of work address blank or uncodeable 'M' = Mobile worker(Q32) 'W' = Works mainly at or from home(Q32) Town boundaries are available for download on <a href="http://www.cso.ie">www.cso.ie</a> in shape file format
POW_2006_Enumeration_Area	Char	5	Place or work address - Census 2006 Enumeration Area Code	The Census enumeration area is only available records where the place of work address is in one of the 5 county borough areas Dublin, Cork, Galway, Limerick or Waterford and their suburbs which may be in bordering counties. Where a place of work is outside these enumeration areas the code is *. 2006 Census Enumeration Area boundaries for the 5 county boroughs and suburban areas are available download from <a href="http://www.cso.ie">www.cso.ie</a> in shape file format.
Fuzz_East_250	Num	6	250M Grid Square Easting – Irish National Grid	The position of place of work destination coded has been rounded to the centre of the 250M X 250M grid square in which the place of work is located. Irish National Grid Easting of centroid of place of work destination grid square.

Variable	Type	Length	Label/Notes	Values <sup>3</sup>
Fuzz_North_250	Num	6	250M Grid Square Northing – Irish National Grid	The position of place of work destination coded has been rounded to the centre of the 250M X 250M grid square in which the place of work is located. Irish National Grid Northing of centroid of place of work destination grid square.

## Appendix 1 - 2006 Census questionnaire

 <p><b>Central Statistics Office</b> An Phríomh-Oifig Staidrimh</p>		<p><b>Daonáireamh na hÉireann</b> <b>Census of Population of Ireland</b> <b>Sunday 23 April 2006</b></p>							
<p><b>About the Census</b></p> <p>The Census takes place every five years and counts all the people and households in the country. The census results will give a comprehensive picture of the social and living conditions of our people and will provide vital information necessary for planning Ireland's future.</p> <p><b>Participation is compulsory</b></p> <p>The Census is being taken under the Statistics Act, 1993 and the Statistics (Census of Population) Order, 2005. Under Section 26 of the Statistics Act, 1993, you are obliged by law to complete this form. Any person who fails or refuses to provide this information or who knowingly provides false information may be subject to a fine of up to €25,000.</p>				<p><b>Confidentiality is guaranteed</b></p> <p>The confidentiality of your Census return is legally guaranteed by the Statistics Act, 1993. The Central Statistics Office will use the information you provide for statistical purposes only. This includes the production of statistical tables and analytical reports and the selection of samples for some of our surveys.</p> <p><b>Census Enumerator</b></p> <p>Your Census Enumerator will assist you if you have difficulty completing your Census form or if you have any questions about the Census.</p> <p>Thank you for your co-operation.</p> <p style="text-align: right;">   Dónal Garvey  Director General </p>					
<p><b>Tá leagan Gaeilge den fhoirm seo le fáil ach í a iarraidh ón áiritheoir.</b></p>									
<p><b>Who should complete the Census form?</b></p> <p>The householder or any adult member of the household present on the night of Sunday 23 April 2006 should complete the form.</p> <p>Each household should complete a separate Household Form.</p> <p>A household is:</p> <ul style="list-style-type: none"> <li>one person living alone or</li> <li>a group of related/unrelated people living at the same address with common housekeeping arrangements that is, sharing at least one meal a day or sharing a living room or sitting room.</li> </ul>				<p><b>How to complete your Census form</b></p> <ol style="list-style-type: none"> <li>The form should be completed on the night of Sunday 23 April.</li> <li>Please answer questions about your accommodation on page 2.</li> <li>Identify on page 3: <ul style="list-style-type: none"> <li>all persons (including visitors) who spent the night of Sunday 23 April in the household;</li> <li>any household members who are usually resident in the household but who are temporarily away on the night of Sunday 23 April.</li> </ul> </li> <li>Answer the questions beginning on page 4 for all persons present on the night of Sunday 23 April.</li> <li>Answer the questions on pages 22-23 in respect of any household members temporarily away on the night of Sunday 23 April.</li> <li>Sign the declaration on the back page.</li> </ol>					
<p><b>If you have any queries</b></p> <p>Talk to your Census Enumerator if:</p> <ul style="list-style-type: none"> <li>there is more than one household at your address (<i>each will need their own Household Form</i>);</li> <li>there are more than 6 persons in the household (<i>you will need an Individual Form for each additional person</i>).</li> </ul>				<p><b>Have your completed form ready for collection</b></p> <p>The Enumerator will call to collect your completed Census form on Monday 24 April or soon afterwards and will assist you if you have any difficulties. If for any reason the form has not been collected by Monday 22 May 2006, please return it to our FREEPOST address which is Central Statistics Office, PO Box 2006, FREEPOST 3985, Swords, Co Dublin.</p>					
<p><b>For office use only</b></p>									
House Number and Street/Townland Name									
County Code	Enumeration Area Code	ED Code	Street/Townland Code	D No.	Number of persons PRESENT			ABSENT persons	
					Males	Females	Total		



## Appendix 2 - Census 2006 Publication Schedule

Description	Publication Date
Preliminary Report	19 July 2006
<b>Principal Demographic Results</b>	29 March 2007
Volume 1 - Population Classified by Area	26 April 2007
Volume 2 - Ages and Marital Status	10 May 2007
Volume 3 - Household Composition, Family Units and Fertility	31 May 2007
<sup>1</sup> Small Area Population Statistics (SAPS) - demographic variables	21 June 2007
Principal Socio-economic Results	28 June 2007
Volume 4 - Usual Residence, Migration, Birthplaces and Nationalities	12 July 2007
Volume 5 - Ethnic or Cultural Background (including the Irish Traveller Community)	26 July 2007
Volume 6 - Housing	16 August 2007
Volume 7 - Principal Economic Status and Industries	06 September 2007
Volume 8 - Occupations	20 September 2007
Volume 9 - Irish Language	04 October 2007
Volume 10 - Education and Qualifications	18 October 2007
<sup>4</sup> Small Areas Population Statistics (SAPS) - all variables	25 October 2007
<sup>5</sup> Place of Work Census of Anonymised Records(POWCAR)	8 November 2007
<sup>6</sup> Sample of Anonymised Records-Persons(COPSAR)	8 November 2007
Volume 11 - Disability, Carers and Voluntary Activities	01 November 2007
Volume 12 - Travel to Work, School and College	15 November 2007
Volume 13 – Religion	29 November 2007

<sup>4</sup> Small Area Population Statistics (SAPS) will be made available as interactive tables, free of charge on [www.cso.ie/census](http://www.cso.ie/census).

<sup>5</sup> The POWCAR is only available under strict conditions to bona fide researchers who are approved by CSO and signed up as Officers of Statistics for the duration of the research. All material published from the POWCAR must be approved in advance by CSO.

<sup>6</sup> Census Anonymised Records are available to bona fide researchers through the Irish Social Science Data Archive see <http://www.ucd.ie/issda/>

## Appendix 3 – RMF Application Form

### 4 Research Microdata File (RMF) Application Form

#### Section 1 – Background details

This application form must include the names, details etc. of all researchers that will be involved in the proposed research project. Details should be provided here:

Applicant 1:

Name: \_\_\_\_\_

Organisation: \_\_\_\_\_

Address: \_\_\_\_\_

Position held in organisation: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone: \_\_\_\_\_

Applicant 2:

Name: \_\_\_\_\_

Organisation: \_\_\_\_\_

Address: \_\_\_\_\_

Position held in organisation: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone: \_\_\_\_\_

*Add more lines as appropriate*

#### Section 2 – Student applications only

Students should provide details of their supervisor, supervising authority and relevant contact details. *(Note: RMFs are only available for post-graduate work and supervisor(s) must also apply to be an Officer of Statistics):*

Name of supervisor: \_\_\_\_\_

Supervising authority: \_\_\_\_\_

Full address: \_\_\_\_\_

Email of supervisor: \_\_\_\_\_

**Section 3 – Research experience of applicant's and associated organisations**

**Please complete for each applicant**

1. Please outline research/analysis experience (making explicit reference to work on large microdata files):

2. Please outline references to publications, articles etc. that you have written and have been published:

3. Please outline the purpose/main activity of the organisation for whom you work:

4. If your organisation has a dedicated research unit please provide some background details (size, main areas of expertise etc.):

**Section 4 – Specific details of request**

1. To what RMF(s) are you requesting access (QNHS, EU-SILC, ASI, CIP etc.)?



2. Please specify the reference period(s) for which data is being sought (e.g. ASI 2000 – 2005 inclusive)?

3. Please provide details of the proposed research for which access is being sought including an outline of the main objectives/goals of the proposed research:

4. Are you undertaking the research on your own behalf (including that of your organisation)?

Yes

No

5. If not, who is the contracting authority?

6. Please provide relevant contact details within the contracting authority:

Name: \_\_\_\_\_

Full address of Organisation: \_\_\_\_\_

Position held: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

7. Why is access to an RMF(s) required for this project?

*(explain why aggregated data is not sufficient)*

8. Please identify the target audience for the proposed/anticipated outputs:

9. Is it proposed to put all the output from the proposed research into the public domain?

Yes

No

Comment (if deemed appropriate):

10. Will there be a charge to the public in accessing the results/outputs from the research?

11. Please outline details of the proposed/anticipated output(s) (e.g. reports, articles, books, presentations) from the research:

12. Please outline your understanding of Statistical Disclosure Control (SDC):

13. In relation to tabular outputs please outline the criteria that you will use to determine if the aggregated data is disclosive or not:

14. Please outline the approach you will adopt to deal with disclosive aggregates:

15. Are there any other potential data sources for this proposed research?

16. If yes, why is access to a RMF being requested?

17. Have similar studies/projects been undertaken on this topic previously in Ireland? If yes please provide details:

18. Will access to the RMF(s) be used to derive, either directly or indirectly, any monetary benefit/gain to you personally or to the organisation for whom you work?

Yes

No

If yes, please provide details

**Section 5 – Specific details in relation to requests for enterprise based RMF's only**

1. Do you, or the organisation for whom you work, have a vested interest (i.e. have a material interest in the activities or business performance of a particular enterprise or set of enterprises) in any of the entities that you believe may be on the RMF for which you are requesting access? If yes, please outline details:

**Section 6 – Specific details in relation to requests for access to RMF’s “on-site” i.e. at one of the CSO locations**

1. Where access to RMF's will be facilitated "on-site" (i.e. at one of the CSO locations – Ardee Road, Swords or Skehard Road) please provide details of the relevant IT applications you propose to use for analysis/research:

2. Are the appropriate arrangements (including licensing) in place to allow the relevant software applications to be loaded onto the relevant stand-alone PC in CSO?

Yes   
 No

Comment:

**Section 7 – Specific details in relation to requests for access to RMF’s “off-site” i.e. at research location**

The following questions are only relevant in the context of RMF's where access is to be facilitated “Off-site”. **Note: In general access to enterprise/entity based RMFs will not be facilitated “off-site” and therefore persons requesting access to enterprise based RMF's do not need to complete this section.**

The information provided will be used to assess the feasibility of providing access to the RMF "off-site".

1. If the RMF is provided "off-site" will the RMF be held on a stand-alone PC or on a network?

Stand-alone PC

Networked PC

2. If it is proposed to hold the RMF on a networked PC please provide details of the proposed location(s) on the network where the RMF will be stored:

3. Please detail the physical security measures in place to prevent unauthorised access to the RMF (i.e. any person who is not an Officer of Statistics):

4. Please detail logical security measures in place to prevent unauthorised access (e.g. ACLs, logon procedures encryption):

5. Please detail measures in place to prevent copies of the RMF being taken:

6. Please detail method of ensuring how the RMF will be removed from the network on completion of the research project (or period for which access has been granted elapses):

**Declaration**



The signatories below confirm that the particulars provided in this application form are correct.

Signed: \_\_\_\_\_  
Organisation: \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
Organisation: \_\_\_\_\_

Date: \_\_\_\_\_

Signed : \_\_\_\_\_  
Organisation: \_\_\_\_\_

Date: \_\_\_\_\_

*Add lines as appropriate*

Recommended by (relevant statistician): \_\_\_\_\_

## Appendix 4 – RMF Standard Agreement/Contract

RMF Reference No. : \_\_\_\_\_

Agreement between:

Central Statistics Office and

Applicant: \_\_\_\_\_

Organisation: \_\_\_\_\_

Applicant: \_\_\_\_\_

Organisation: \_\_\_\_\_

*(include as many lines as appropriate)*

1. The Statistics Act, 1993 makes provision for the appointment of Officers of Statistics. Every member of the staff of the CSO and any other person directly engaged by the Office in the collection or extraction of information under the Act is an Officer of Statistics.

2. Under Section 20(c) of the Act, the Director General of the CSO is empowered to appoint persons from outside the office as Officers of Statistics, *to perform for a specified period particular statistical analysis which may necessitate access to data collected under the Act.*

3. The persons named in Appendix 1 have given an undertaking to observe all the requirements of the Statistics Act, 1993. The undertaking draws particular attention to the confidentiality of statistical returns. Further details of the legal obligations are set out in the Statistics Act (in particular Sections 32, 33, 38, 39, 42(1), 42(2) and 44).

4. Section 32 of the Act limits the use of data collected by the CSO to statistical compilation and analysis purposes:

*All information furnished by a person, undertaking or public authority under the Act shall be used only for statistical compilation and analysis purposes.*

5. No other use of data collected by the CSO is permitted.

6. Appointments made under Section 20(c) of the Statistics Act are signed personally by the Director General of the CSO. **An appointment as an Officer of Statistics is personal and non-transferable.**

7. This agreement relates solely to RMF(s) specified in Appendix 1.

8. The legal framework under which access to this RMF(s) is granted is the Statistics Act, 1993.

9. Any breach of the Statistics Act, 1993 is an offence, which may be subject to prosecution.

10. Only those persons appointed as Officers of Statistics (see Appendix 1) can access the specified RMF(s).
11. An appointment as an Officer of Statistics is time bound and relates to a specified body of work. The period of appointment in relation to this agreement is set out in Appendix 1.
12. The analysis/research undertaken must comply or be consistent with the specific purpose for which the access was granted (see Appendix 1).
13. The confidentiality of data collected under the Statistics Act, 1993 is guaranteed in law. It should be noted in this regard that the Statistics Act, 1993 does not make a distinction between data on the basis of sensitivity (e.g. historical data periods) and data based on the type of information collected.
14. Access to the RMF(s) outlined in Appendix 1 is granted solely for statistical purposes.
15. The analysis work is to be carried out by the person(s) outlined in Appendix 1 of this agreement and at a location specified in Appendix 1.
16. Discussions/analysis relating to individual returns, or information (aggregate tables, descriptive text etc.) which could allow individual returns to be identified must be restricted to those persons appointed as Officers of Statistics (as per Appendix 1).
17. All outputs from the research project should be provided to the CSO for information purposes.
18. No attempt will be made to match/link (at a micro level) the RMF to any other non-CSO data source. Linkage to other CSO data sources is only permissible subject to the written agreement of the CSO.
19. The RMF(s) will be made available to the person(s) appointed as Officer(s) of Statistics via a secure mechanism as outlined in Appendix 1.
20. In the case of “off-site” access, adherence to the details on receipt of the RMF the file will be copied onto a standalone computer/networked computer as specified in Appendix 1.
21. In the case of “off-site” access the detailed specifications outlined in Appendix 1 of this agreement are binding.
22. The sanctioned researchers (see Appendix 1) may not copy or attempt to copy identifiable/disclosive data (including microdata and disclosive aggregates) to any medium (print, CD, USB stick, etc.). The results of the analyses may be copied, provided they do not contain identifiable data, by arrangement with CSO staff. CSO staff on request may examine the results. The RMF(s) being analysed may never be taken/copied, in any format, out of the agreed location(s), without the prior approval of the CSO.



23. The RMF(s) (regardless of any amendments made during analysis by the researcher(s)) will at all times continue to be the property of the CSO.

24. Responsibility for ensuring the confidentiality of all outputs (reports, publications, presentations, articles etc.) based on the research carried out on the RMF(s) (or using any element of the RMF(s)) rests with the individual(s) appointed as an Officer(s) of Statistics.

25. If required by the CSO (specified in Appendix 1) all outputs (reports, publications, presentations, articles etc.) must be submitted to the CSO for approval, prior to being put into the public domain (i.e. communicated to anyone who is not an Officer of Statistics) so that adherence to the Statistics Act, 1993 and the protocols attached to the assignment can be assured. In general this requirement will apply in respect of all RMFs containing enterprise/local unit based data.

26. The CSO reserves the right to put outputs from the research into the public domain if the researcher (individual appointed as an Officer of Statistics) has not already done so.

27. The CSO should be acknowledged as the data source in all outputs but the CSO will not take any responsibility for the views expressed or the outputs generated from the research undertaken on the RMF(s). In presenting results/analysis etc from the research project this point should always be highlighted (e.g. in footnotes to aggregate tables, analysis based on derived variables).

28. The researcher takes responsibility for the choice and provision of data analysis software and for appropriate licensing. In the case of “on-site” access CSO staff will copy the software provided by the researcher onto the standalone computer, provided it satisfies CSO security and other CSO IT infrastructure requirements.

29. The CSO will provide metadata (i.e. descriptive information) in respect of the RMF(s). In general, the CSO will not carry out any of the analysis work which forms part of the researcher’s specialised project unless the research is being undertaken within an agreed collaborative framework between the CSO and the researcher.

30. The research to be undertaken will be completed in accordance with the Statistics Act, 1993.

31. The CSO may undertake an audit (unannounced) of the access granted to ensure compliance with the Statistics Act, 1993 and the policy and agreement attached to this assignment.

32. Failure to comply with the conditions attached to the provision of this RMF(s) (as laid out in this agreement) may have implications, for the individual(s) and the organisation/institute for which they work and for future access to RMFs.

33. Breach(s) of this agreement will lead to the termination of the appointment as an Officer of Statistics.

34. In the event that this agreement is terminated by either the CSO or the person(s) appointed as an Officer(s) of Statistics (or the period of appointment expires) all persons who have access to the data shall cease to use the data and shall:

- a) Return all copies, including back-up copies, of the RMF(s) to the CSO and sign the declaration at Appendix 2 to this agreement stating that no copies of the data have been retained;
- b) Retain only those unpublished results or analyses obtained from the use of the RMF(s) agreed by the CSO. All other results, analyses and records relating thereto shall be destroyed.

35. In some circumstances, researchers may wish to analyse data held on paper rather than computer. The practical arrangements in these cases are that the information may only be accessed on CSO premises (Skehard Road, Ardee Road and Swords).

36. The CSO will maintain a detailed register of individuals appointed as Officers of Statistics for the purpose of accessing RMFs.

37. The Appendices form part of this agreement.

**4.1 Appendix 1 – Specific details relating to provision of access to RMF(s) under this agreement**

**Person(s) appointed as Officer(s) of Statistics relating to this agreement:**

Name	Organisation	Period of appointment

**RMF(s) to which access is granted:**

**Detailed description of proposed research (as per application form):**



The analysis work is to be carried out by the person specified in the declaration below:

On-site

Off-site

If “off-site” please specify address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Notes:*

Where access is provided “off-site” the following requirements apply:

- a) External devices supporting portable media (e.g. USB sticks, disc drives) must be disabled on the machines used to access the RMFs; and
- b) The facility to print can remain however we re-emphasise that no hard copy record should be made or kept of individual records;

- c) The CSO is satisfied that the IT network, protocols and security provisions are in place to protect the network to ensure only those person(s) appointed as Officer(s) of Statistics can access the specified area of the network.

In relation to “on-site” access, once it has been agreed in principle to grant access to the data and the researcher has agreed to abide by this agreement, signed the “Declaration of Secrecy” and been appointed an Officer of statistics the RMF will be copied onto a CSO owned desktop computer, in an agreed format, by CSO staff. Examples of agreed formats include fixed length records, comma-delimited records etc.

The RMF will be provided to the researcher in the following format:

- SAS data set
- CSV
- Other (please specify) \_\_\_\_\_

Intermediate aggregates (i.e. aggregates that are generated during the analysis phase of the project that will not be put into the public domain):

- May be taken “off-site”
- May not be taken “off-Site”

**For enterprise/local unit based RMFs only –**

The CBR is included on the RMF:

- Yes
- No

All outputs (reports, publications, presentations, articles etc.) must be submitted to the CSO for approval, prior to being put into the public domain (i.e. communicated to anyone who is not an Officer of Statistics) so that adherence to the Statistics Act, 1993 and the protocols attached to the assignment can be assured.

- Yes
- No

In the case of “on-site” access the software applications required by the researcher are:

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**Please provide the required details below in cases where the RMF(s) is being provided “off-site”**

The data will be transmitted to FIRSTNAME SURNAME as follows:

- Encrypted data via a dedicated site-to-site secure pipe
- Encrypted CD delivered face-to-face (by hand)
- Encrypted CD via registered post
- Encrypted CD via a recognised courier service

**To be completed only in cases where RMF(s) has been transmitted via a CD**

If the RMF has been transmitted via a CD, once copied to the agreed location, the CD will be:

- Destroyed by the researcher
- Returned to the CSO via a secure transmission mechanism

On receipt of the RMF(s) the above named researcher/individual will copy the file onto a:

- Standalone desktop PC
- Networked desktop PC

Please specify the physical location(s) of the file on the network:

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**Appendix 2 – Declaration that no copies of RMF(s) have been retained and RMF has been deleted/destroyed on termination of agreement**

I/we declare that no copies of the RMF(s) provided under this agreement have been retained by us or the organisation(s) for which we work and the RMF has been destroyed following the termination of this agreement.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Organisation: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Organisation: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Organisation: \_\_\_\_\_

*Add lines as appropriate*

SAMPLE