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CONFIDENTIAL

CENSUS OF PRODUCTION.

MEMORANDUM

FOR THE

CONSIDERATION OF THE

GENERAL ADVISORY COMMITTEE

ON THE

CENSUS OF PRODUCTION.

Mr. Tolson _____
 Mr. E. A. Tamm _____
 Mr. Clegg _____
 Mr. Glavin _____
 Mr. Ladd _____
 Mr. Nichols _____
 Mr. Rosen _____
 Mr. Tracy _____
 Mr. Carson _____
 Mr. Egan _____
 Mr. Gurnea _____
 Mr. Harbo _____
 Mr. Hendon _____
 Mr. Pennington _____
 Mr. Quinn Tamm _____
 Mr. Nease _____
 Mr. Gandy _____

3133/8

MEMORANDUM.

I.—SPECIAL ADVISORY COMMITTEES.

1. Since the last meeting of the General Advisory Committee much work has been done in the way of settling Schedules with Advisory Committees for different trades, and in making investigations into certain trades for which no Advisory Committees are contemplated. At present Eleven Special Advisory Committees appointed under Section 9 of the Census of Production Act have been formed, and the names of the members will be found in the Appendix. Meetings of these Committees have taken place or are arranged to be held as under:—

Meetings of Committees.	Shipbuilding - - - -	July 23rd.
	Iron and Steel Trades - - -	July 24th, October 17th, December 4th.
	Coal Mining - - - -	August 15th, October 25th, November 28th.
	Engineering - - - -	October 10th.
	Clothing Trades - - - -	October 14th.
	Printing Trades - - - -	October 15th.
	Woollen and Worsted Trades -	October 21st, December 11th.
	Boot and Shoe Trade - - -	October 29th.
	Building and Contracting Trades	November 4th.
	Baking and Confectionery Trades.	November 11th.
	Cotton and Linen Trades -	November 18th.

2. As a result Schedules for the following trades have been practically agreed upon:—Shipbuilding, Iron and Steel, Coal Mining, Engineering, Clothing, Printing, Boot and Shoe Making, and Building, while considerable progress has been made with that for the Woollen and Worsted Trades.

3. It is thought that much further extension of the plan of Special Trades Committees will not be necessary, but the appointment of such Committees for the Brass, Hardware, Furniture, and Milling Trades and for Local Authorities and Railways is under consideration.

4. It is very satisfactory to report that the Advisory Committees have given the Department every possible assistance, and that decisions come and to at the meetings have been unanimous.

II.—INVESTIGATION.

5. Investigators are now being sent to different industrial centres to consult with Chambers of Commerce, Trade Associations, and representative firms as to the applicability of draft Schedules prepared in the Department to the various industries, and it is gratifying to be able to report that on the whole great readiness has been shown to render the Department all possible help. The following trades have already been investigated wholly or in part:—

Trades under in- vestigation.	6. Silk - - - -	Derby, Macclesfield, Leek.
	Lace - - - -	Nottingham, Long Eaton.
	Hosiery - - - -	Leicester, Nottingham.
	Elastic Web - - - -	Leicester.
	Linen - - - -	Dundee.
	Hemp - - - -	Dundee.
	Jute - - - -	Dundee.
	Fustian and Velvet Cutting -	Congleton.
	Printing, Bleaching, Dyeing, and Finishing.	Lancashire, Yorkshire, Glasgow, Dun- de, Leicester, Nottingham.
	Job Dyeing - - - -	Perth.
Leather - - - -	London, Nottingham, Leeds, Bristol.	

Skins and Furs - - - -	London.
Glass - - - -	St. Helens.
Copper, Lead, Zinc, &c., Smelt- ing, &c.	South Wales.
Tin - - - -	Cornwall.
Brassfounding and Finishing -	Birmingham, Sheffield.
Bronze and other Alloys - -	Birmingham.
Railway Carriages - - - -	Birmingham, Bristol.
Guns - - - -	Birmingham.
Pens - - - -	Birmingham.
Chains, Cables, &c. - - - -	Birmingham.
Cased Tubes - - - -	Birmingham.
Cycles - - - -	Birmingham.
Cutlery - - - -	Sheffield.
Tools - - - -	Sheffield.
Grindstones - - - -	Sheffield.
Heavy Chemicals - - - -	Lancashire and Cheshire.
Soap - - - -	London, Lancashire, and Cheshire.
Manures, Sheepdips, and Dis- infectants.	London, Berkhamsted.
Dyes - - - -	London, Manchester.
Oil and Oilcake - - - -	London (headquarters).
Drugs - - - -	London, Manchester, Edinburgh.
Metal Furniture and Utensils -	Birmingham.
Grainmilling - - - -	London, Cardiff (correspondence).
Cattlefoods and Chaffcutting -	London.
Sugar - - - -	London, Greenock.
Vinegar - - - -	London.
Preserved Meats - - - -	London.
Brewing - - - -	London.
Jewellery and Plate - - - -	London, Birmingham, Sheffield.
Watches and Clocks - - - -	London.
Paper - - - -	London (Paper Makers' Association), Edinburgh, Glasgow.
Wholesale Stationers - - - -	London and District.
Typefounding - - - -	London.
Cardboard Boxes - - - -	London.
Paper Hangings - - - -	London.
Fireworks - - - -	London.
Local Authorities - - - -	London.

7. Representatives of the Linoleum, Sewing Thread, Mustard, and Starch Trades have been interviewed at the Board of Trade. Interviews at the Board of Trade.

III. PREPARATION OF SCHEDULES.

A.—Output.

8. The Draft Schedules prepared in the Census of Production Office have, on the whole met with a favourable reception. In not a few cases the items as detailed in the Export and Import Lists were declared by manufacturers to be unsuitable for their purposes. Suggestions have been made by the Engineering, Paper, and Chemical Trades involving the complete recasting of the classification of their products in the Export and Import Lists, and a few recommendations were put forward by the Iron and Steel Trades Advisory Committee. These have been referred to the Departmental Committee for the Revision of the Trade Accounts, together with some minor suggestions on the part of the Census of Production Office. Alteration of Export and Import Lists.

9. In some cases the opinion was expressed that the returns would be of little value unless much greater detail was given than would be possible if the Export and Import Lists were adhered to or moderately extended, but such instances were few. More frequently items in the trade accounts have been combined, either because they represented distinctions recognised by merchants but not by manufacturers, or in order to bring the detail of output within a reasonable compass. Need for combination of items.

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Coal, clothing and wool trades.

10. As notable examples it may be mentioned that the Export List classifications of Coal into "Small," "Through and Through," and "Large," and of Apparel into "Apparel of Wool" and "Apparel of other material," have had to be given up for Census purposes, the former because it did not represent a uniform classification through the different coalfields (or even between collieries in the same coalfield), and the latter because makers of apparel do not class their output according to the material used. In the Wool Trades the division of goods into "Heavy" and "Light," and into "All Wool" and "Mixed" was dropped, because, while suited to the Export Trade, where the specifications for the Customs Department were made out by merchants, the necessary details could not be given by manufacturers owing to the way in which their books are generally kept. In all cases the necessity of getting returns in such a form as to permit of easy comparison between the Census items and items (or combinations of items) in the Export and Import Lists has been steadily borne in mind.

Introduction of standards.

11. In the Heavy Chemicals Trade the principal products are made in a great variety of strengths, and therefore on the suggestion of the United Alkali Co. and Messrs. Brunner, Mond, & Co., quantities will be asked for as reduced to specified standards.

Definitions of out-put and selling value.

12. Some difficulty has arisen as to the definition of Output or production of the year. Some manufacturers have wished to treat the sales for the year as the output, irrespective of the time of manufacture, and to omit unfinished work or stocks of finished goods in hand at the end of the year. The line taken by the Department has been that manufacturers are expected to give the quantity and value of the goods produced and work done in the censal year, including both completed and unfinished work. The value of goods made and sold in the year has been defined to be the net selling value at works, *i.e.*, the price less discounts, commission, freight, and any other similar charges. Goods made in the year and in hand at the close are to be valued as far as possible on the basis of the market prices then ruling. When goods have been only partly made in the censal year they are to be valued according to the proportion of work done on them. In such trades as Building and Shipbuilding this will cause no difficulty, but in some other trades, such as Engineering, it may be advisable to introduce a separate item of "Work in Progress," so as to make it easier for manufacturers to make their return. When goods are usually sold packed for sale their "net selling value," as defined above, will be based on their price in condition as packed for market. Transfers of goods from one Establishment to another belonging to the same firm are to be treated as sales.

Work in progress.

Repairs and other work done for a firm by its own work-people.

13. Where a firm makes goods for its own consumption, *e.g.*, where a colliery uses its own coal for its engines, or gives "Allowance Coal" to its workpeople, or where a steelworks firm constructs a workshop for itself, it has been suggested that such production is to be included in the total. Similarly, an Engineering firm would be directed to include under the head, "Repair Work," repairs to its own plant. There are many other trades in which it is common for a firm to employ a staff of its own to execute Building and Engineering works for itself, and it will probably be desirable that they should be asked to return such work under some general head such as "Repairs and Construction work executed by the Firm's own Workpeople," or this head may be subdivided into "Engineering Repairs" and "Building Repairs." If this is not done a considerable quantity of Building and Engineering work will not be returned, whereas if the work were done under contract by a firm of builders or engineers it would be included in the returns for such trades.

14. A large quantity of cooerage work is done in this way, but the value of the work will be generally included in the price of the main product (*e.g.*, in the brewing and distilling trades); in such cases, to include cooerage in the compulsory section of the Return would introduce a duplication, and it is suggested that the information had better be asked for as a question to be answered voluntarily. In other trades, manufacturers would be free to return their production of boxes, &c. under "All other Products," or to include their value with the main product when the latter is habitually sold packed.

B.—Materials used.

15. This question has aroused a good deal of suspicion, which, however, has generally been dispelled when it was explained that the only object was to avoid duplication. It also appears that the "materials" will have to be pretty fully set forth in the Instructions in order to avoid such things as, *e.g.*, a Woollen Manufacturer returning only the value of Wool and not of Oil bought. Definition.

16. Some doubtful points have arisen requiring consideration. The Engineering Committee desired that short-lived tools (*e.g.*, the cutting edges or boring tools used in a machine tool), should be included on the ground that they were consumed in the manufacture of the product as much as coal was, and this point has been conceded subject to the advice of the General Advisory Committee. Tools.

17. Another point has been that a great deal of machinery was made to replace worn-out machinery which was depreciated annually in the books of the owner. This depreciation is borne by the price of the product, and, therefore, it has been claimed that there would be a duplication to the extent of this annual depreciation, which would appear once in the value of the goods made and again in the value of the new machinery made to replace the old. Logically this view is justified, but since the principles on which depreciation is calculated vary endlessly, and in many cases it is not charged at all, it is suggested that it might be better to omit it altogether. Its inclusion, moreover, would probably arouse suspicion of an endeavour to approximate the results of the Profit and Loss Account. Depreciation of machinery.

18. It has been made clear that only Materials *used* are to be included, and that materials in hand at the end of the year are to be excluded. Stocks of Materials.

19. Under cost of materials purchased a manufacturer will probably generally understand the price of such materials *delivered at his works*. An element of carriage will thus be introduced, and the deduction made to avoid duplication will err in excess. Perhaps some reduction of the error might be possible if it were stated in the Instructions that the price should be taken "as far as possible free of freight charges," though with the varying customs of sale it is doubtful whether it would be possible to do this in many cases. On this point the advice of the General Advisory Committee is desired. The element of freight in cost.

20. It has been suggested by a large number of manufacturers in different industries that coal should be returned separately from other materials, as the power which could be produced from it could be estimated, and so to some extent the information supplied as to Horse Power could be checked. It would also give interesting information as to the purposes for which coal was used, and would supplement the information given by coalowners. Separate return of coal.

C.—Contract Work.

21. This term has given rise to a great deal of misunderstanding and it is suggested that it would be better to substitute some such title as "Work Sub-let," which seems to be the most generally understood phrase. "Contract Work" appears to have a different meaning in almost every separate trade. Ambiguity of this title.

D.—Persons Employed.

22. It has not been possible to arrange with the Home Office for the incorporation of the Factory and Workshop "Return of Persons Employed" with the Census of Production Schedule. The Home Office desired to send out their Forms as usual and separately from the Census Forms. Apart from some minor administrative difficulties the main reasons for this decision were (1) the fear that there would be a greater number of employers who would not make returns if the more simple Home Office Form was made part of a complicated Census Schedule; (2) that the Home Office Forms were issued in January and February and had to be returned by 1st March, a rule conflicting with Section 3 (2) of the Census of Production Act; and (3) that the Home Office desired to continue to ask for the "Number The Home Office Returns are on basis of numbers ordinarily employed.

Ordinarily Employed" since that was the figure most useful for their administrative purposes, while the Census Office wished for an average figure which would register the fluctuations of employment.

The census basis to be numbers actually at work on four specified days.

23. Proposals to ask for the Number Employed as the average of those employed on all the pay-days in the year or on twelve monthly pay-days having been dropped on the recommendation of the General Advisory Committee, the Board of Trade now suggests that the actual numbers at work on four specified days of 24 hours should be asked for, including all the persons employed in each shift if more than one is worked—the days selected being the last Wednesday in January, April, July, and October in 1907. If on any of those days the factory or workshop should be closed owing to a strike, holiday, fire, or other cause the nearest normal day should be taken. The Special Advisory Committees have raised no objection either to giving this information or to the selection of the four days.

Other particulars required.

24. It has been proposed to ask for particulars in respect of Wage-earners employed in the Establishment (including Contractors and their Employees working in the Establishment making the Return); Outside Pieceworkers (*i.e.*, persons employed directly by the firm but not working on the premises, and excluding outside Contractors and their workpeople); and Salaried Persons. The Return will further distinguish between Males and Females and between Adults of and over 18 years of age and Persons under 18 years.

Wage earners and salaried. Difficulty of defining.

25. Some difficulty however appears to exist as to division of staff between Wage-earners and Salaried Persons, which would be not eliminated by the explanation that the former is the operative and the latter the supervising and clerical staff. It is suggested that it prescribe a triple division—Wage-earners, Clerical Staff, Management. It will be made clear that only the Staff engaged in production is to be returned, and that Staff engaged in transport or distribution is to be excluded, *e.g.*, men employed in collecting or delivering goods should be excluded, while of the Clerical Staff only those attached to the factory for booking up goods and paying the workpeople should be included.

E.—Days Worked.

Form of question.

26. "Particulars relating to the number of days on which work was carried on" are required to be returned by the Act, but it is being found very difficult to get a measure applicable to different trades. What is proposed to be asked for is:—

Number of Calendar Days on which the Establishment was open for production in 1907.

Ordinary number of shifts in 24 hours (or in a week).

Number of shifts worked in 1907.

Difficulties as to "shifts."

27. Where an Establishment works only one shift a day there will be no trouble, but where work is continuous and several classes of workpeople are employed on shifts of different lengths or where an Establishment comprises many Departments difficulties will naturally arise. In the Iron and Steel Trades the Special Advisory Committee has accepted the Draft Instruction that the number of shifts should be reckoned by the shifts of the leading class of workpeople, and not, *e.g.*, by that of the labourers. In the Printing Trade, excluding newspapers, where night shifts are worked during times of pressure, the Special Advisory Committee has approved the question in the following form:—

Number of Calendar Days, &c.

Number of Days on which a night shift was worked.

Engineering trades and man-hours.

28. The Special Advisory Committee for the Engineering Trade asserted that serious difficulties would arise on this question since many engineering works consisted of several departments some of which might be busy while others at the same time were slack, and further that the question took no account of overtime which was abundantly worked in their trade. In their view the only correct measure of time was man-hours and they suggested that the man-hours worked for the four weeks including the "specified days" for numbers employed should be asked for. If the total thus obtained were

multiplied by 13 the time worked in the year would be ascertained with a very small margin of error. The opinion of the General Advisory Committee is solicited on this point. Possibly the recommendation referred to might form a voluntary question in the case of the Engineering Trade, the present compulsory question being maintained in perhaps a modified form.

29. In the Heavy Chemicals Trade a small proportion of the employees work seven days a week, though this is an important class. It has been urged that it would be very unfair if the Chemical Trades were represented as working seven days a week without its being stated what proportion of the men worked continuously. In this case a question as to the numbers working on Sundays might with advantage be included.

Chemical trades and Sunday labour.

30. Again in the Coal Trade the men who work on night shift are much fewer in number than those who work on day shift, so that to add the two shifts together and say that the mine worked two days would be misleading. The Statistics published in the Report of the Miners' Eight Hour Day Committee will, however, to some extent make it possible to give the Returns their proper interpretation.

Coal mining; unequal numbers employed in shifts.

F.—Horse Power.

31. The Act directs the collection of "particulars relating to the power used or generated".

First form of question.

Consequently it was originally proposed to ask for particulars of:

1. Kind of power.
2. Capacity of engines owned by the Establishment.
3. Estimated Average Indicated Horse-Power *used* per working day.
 - (a) Generated in the Establishment;
 - (b) Supplied by an outside Establishment.
4. Average I.H.P. (if any) supplied to other Establishments.

32. On making enquiries among different trades and as a result of discussions by the Special Advisory Committees it was found that the third point gave rise to endless difficulties. Where a factory is working regularly and consuming an amount of power which varies only within narrow limits, it would be easy to give the information. But where the engines or some of them work intermittently—as in Coal Mines and Engineering Workshops—it would be impossible to make a return of power used with any degree of accuracy, as continuous records are not kept. The same is true of a large number of trades, and of a large number of manufacturers in every trade.

Difficulties as to power used.

33. It would seem, therefore, that this part of the question will have to be omitted and the particulars to be asked for would then be—

Second form of question.

1. Kind of power.
2. Indicated Horse Power of Engines at full load for power generated in the Establishment.
3. I.H.P. supplied by an outside Establishment.
4. Average I.H.P. (if any) supplied to other Establishments.

34. The question would thus be confined to ascertaining the Engine Capacity of the trade. The question as to Power *Used* might, it is suggested, be put as a voluntary question and if this information could be obtained in regard to a fair proportion of engines owned, it would afford a basis for estimating the total amount of power used.

Voluntary question.

35. This second form of the question was drafted with the assistance of the Special Advisory Committee for the Engineering Trades, but the representatives of the Iron and Steel Trades objected that only a comparatively small proportion of the engines in the country were "indicated" and secondly that in the case of rolling mill engines "I.H.P. at full load" would give a false impression since such an engine could only run "at full load" for a fraction of each operation. They, therefore, asked that the drafting should be reconsidered with the help of the Engineering Trades Committee.

Difficulties in defining capacity.

36. It is thought that some such Instruction as the following may clear away these difficulties:—

Proposed definition.

"The capacity of an engine is the horse-power which it was built to produce (whether fully employed or not), and where an indicator is used the capacity may be measured by the I.H.P. at full load for continuous working."

Electricity. 37. These difficulties, it may be added, do not occur with electric power which is usually measured and paid for in units.

Power supplied from outside. 38. There are two main cases where power is supplied to an establishment from outside. The first is where a firm gets its power from an electric supply company or local authority, and in this case there will be no difficulty in getting the power supplied, either in I.H.P. or in Board of Trade units. The second case is that of tenement factories in Sheffield, Birmingham, and elsewhere, where a sub-tenant pays an inclusive rent for room and power and is unable, so it is alleged, to say what horse-power he is employing, but only what is the nature of the power. In that case it would be possible to get a return of the power generated from the owner of the factory who is known to the Home Office and is under special obligations (Factory and Workshop Act, 1901, Secs. 67 & 68) not shared by other owners.

G.—Voluntary Information.

Further particulars as to output. 39. All trades are being consulted as to the advisability of giving further information as to important branches of output, especially in regard to products which may be worked up into more finished articles and on the lines of voluntary returns already made to their own trade associations or to the Home Office by various trades. The chief items in respect of which details are proposed to be sought are:—

Iron and Steel Trades.—Total make of pig iron and steel in several classes. Classified make of rails.

Textiles.—Total make of yarns.

Shipbuilding.— } I.H.P. and kind of Marine engines built.
Engineering.— }

Printing.—Weight of paper used for newspapers, periodicals, and books.

Chemicals.—Total make of Sulphuric Acid (by processes). Total amount of salt decomposed.

Building.—Weight of iron and steel used.

Paper.—A re-classification of output on the lines of a technical census taken by the Paper Makers' Association on two occasions. This has been submitted to the Association, and passed without objection.

Leather.—Classification of output according to use to which leather is put and according to tannage.

Machines and plant used. 40. Information is also proposed to be sought in respect of machinery and plant used, e.g. :—

Iron and Steel Trades.—Number and capacity of Blast Furnaces, Puddling Furnaces, Bessemer Converters, Open-Hearth Furnaces, Cupolas and Air Furnaces at Foundries, and Tin Plate Mills; number, type, and capacity of Coke Ovens. It would appear to be useless to ask for particulars as to rolling mills since they cannot be reduced to a uniform measure of capacity.

Shipbuilding.—Number and capacity of building berths or slips.

Engineering.—It has been agreed that it would not be possible to obtain particulars as to machines used since they are so varied in description and in capacity and speed of working.

Coal Mining.—Number, type, and capacity of Coke Ovens. Particulars as to Mechanical Coal-cutters will be asked by Home Office.

Textiles.—Number of spindles and looms.

Clothing Trades.—Number of sewing machines, distinguishing separately those driven by power and those not driven by power.

Hosiery.—Number of knitting machines (classified).

Hosiery Dyeing.—Number of vats worked by hand and by power.

Paper.—Number and capacity of vats. Number and capacity of machines.

Printing.—Number of composing machines. Number and size of five classes of printing machines.

Boot and Shoe Making.—Number of finishing machines.

41. Although the General Advisory Committee advised that the proposal to obtain returns in respect of 1906 as well as 1907 should be dropped, in view of the considerable burden which would be imposed upon manufacturers, the Board of Trade felt, that having regard to the widespread desire to have some figures for purposes of comparison, a few of the large trades might be sounded as to whether they would be prepared to give the information. Accordingly the Special Advisory Committees for the following trades were asked if they would be willing to give voluntarily the gross estimated value of output in 1906, and they all readily replied in the affirmative:—Coal, Engineering, Iron and Steel, Shipbuilding, Woollen and Worsted. At both the Iron and Steel and Shipbuilding Committees it was represented to the Board of Trade that it would not cause much difficulty to furnish this figure for more than one year and Sir W. T. Lewis suggested that it would be very interesting to have comparative figures for 1901. In addition to the foregoing it is proposed to consult the Cotton Trade Committee on the point in due course.

Out-put in 1906.

IV.—EXEMPTIONS.

42. One railway company and one canal company have raised the point as to whether the ordinary maintenance of their undertakings (platelaying, ballasting, and other day to day repairs) should be included as "production." The decision has been in the affirmative since if the work were given out to contract it would be returned by the contractors and, further, local authorities will be required to give equivalent returns under the Census of Production Act.

Maintenance of Railways and Canals.

43. No other appeal has been received for the general exemption of a trade. Some manufactures have pointed out in regard to certain of their products proposed to be set out as separate items of output, either that they themselves were the sole makers or that they shared the manufacture with only one or two other firms, and that in both cases publication of the details would virtually mean the disclosure of individual businesses. Wherever this claim is made out, the necessary combination of items will be made to prevent what would obviously be a contravention of the Act.

Partial monopolies.

44. It is anticipated that the inclusion of all occupiers of factories among the persons who will be required to make returns will give a good deal of trouble in the case of tenement factories, where the occupier works alone or with one or two employees. Inquiries in Birmingham have shown that many of these small masters keep no books or only books of the scippiest description. Special inquiries are being made in Sheffield with the object of finding out the best means of getting returns in these cases, whether by sending round enumerators to assist the occupiers in filling up the forms or otherwise.

Tenement factories.

45. Much trouble is also expected to arise in connection with trades in which a great deal of work is given out to outside contractors. Where work is given out from a factory or workshop to individual home-workers the production of these persons will be included in the return made by the factory or workshop as if it were done by the inside workers. Where the work is given out from a factory or workshop to a sub-contractor who redistributes the work but has no workshop of his own, or to a man who gets the work done in his own workshop, the value will be included in the return made by the giver-out and the amount paid for the work sub-let will be shown under the Question relating to "Contract Work." The sub-contractor who is only a distributor will make no return nor will his out-workers.

Work given out.

46. Of the "workshop" occupiers a large number will be exempted as not employing more than five persons. The average number of persons employed in a tailoring workshop, for example, is 7.93; in a dressmaking or millinery workshop, 6.78; and in a bootmaking workshop, 6.1. Again a large number will be excluded as being men's workshops, and so not on the Home Office list: in the boot trade alone there appears to be 7,600 such workshops. Furthermore a large number of those workshop occupiers, even when employing more than five persons, keep no books, but take the work

Returns from small workshops will be incomplete.

out from the factory or other place in the beginning of the week, and are paid when they take it back at the end of the week. "There is nothing to keep books for," as a Bethnal Green boot machinist said, who called at the Census Office to see what the Act meant.

Removal of exemption limit.

47. The Special Advisory Committee for the Boot and Shoe Trade has advised that in the boot and shoe trade the exemption limit of five persons should be removed, and returns asked for from *all* workshops. This would appear to involve similar action in the Clothing Trades, though the Special Committee for those trades did not raise the question of exemption.

Returns to be obtained from the givers out of work in all Homework Trades.

48. The output of the small workshop can perhaps be better approached from the other end, through the factory and large workshop returns as to Contract or Sub-let work, which will be completed by obtaining returns from the givers-out of work who occupy some place other than a factory or workshop, *e.g.*, a wholesale or retail shop. In the trades specified in the Home Work Order of 23rd May 1907, twenty-four in number, lists of givers-out of work are (with the assent of the Home Office) being asked for from all local health authorities to whom such givers-out must send lists of their outworkers under section 107 of the Factory and Workshop Act. This request is being freely complied with. In the trades not included in the Home-Work Order it is not possible to get at the givers-out of work. The opinion of the General Advisory Committee is desired on the points referred to in this and the preceding paragraph.

Supplementing of Home Office Lists.

49. In many trades there is a large number of workshops in which men only are employed, and as these workshops largely are not on the Home Office Lists (except in the case of the Baking Trade, where the Home Office has a List which is apparently satisfactory) they will be excluded from the Census unless some means be devised of getting at them. In the Boot and Shoe Trade, for example, the Census of 1901 showed 14,500 employers, while the Home Office Lists for 1901 and 1904 showed only 4,700. Further, there were in this trade alone, according to the Census Returns, 48,000 persons "working on own account." Where there are special Trade Directories the Home Office Lists can be supplemented with no great difficulty, but the extraction of particulars from local directories would be a very laborious undertaking. A list of persons engaged in the building trades is being taken out in this way, and it will run to 150,000 names. Further, the Building Trades Committee has advised that local authorities should be asked for lists of persons who have passed building plans, so that returns may be obtained from persons who, without being themselves builders, execute large building works with a working staff specially engaged. The opinion of the General Advisory Committee is therefore desired as to whether and, if so, how far the Home Office Lists should be supplemented by the extraction of particulars from directories.

V.—TRADES TO BE INCLUDED IN THE CENSUS.

Factory Act definitions.

50. Under section 149 of the Factory and Workshop Act, 1901, the following occupations are brought within the ^{purview} provision of the Act:—

- "(i) the making of any article or part of any article; or
- "(ii) the altering, repairing, ornamenting, or finishing of any article; or
- "(iii) the adapting for sale of any article."

"Adapting for sale" not production.

51. The first two of these classes clearly represent production, but since for the purposes of the Census of Production an arbitrary line must be drawn between "production" and "distribution," it would appear desirable to draw it so as to exclude all occupations concerned with preparing or adapting for sale either raw materials or finished goods.

Excluded trades.

52. In this way the following occupations included in the Home Office Lists would be excluded:—

Textile:—

- Wool Sorting.
- Rag Sorting and Dusting only.
- Horsehair Sorting and Dusting.

Non-textile:—

- Rag Sorting and Dusting only.
- Making-up and Packing Yarn or Cloth.
- Handling and Sorting of Hides and Skins.
- Beer, Spirits, and Wine Bottling.

The line of separation which it is proposed to adopt is indicated by the exclusion of "Tea Blending and Packing," as not representing production, and the inclusion of "Coffee-Grinding and Roasting," as being production, although both these trades are included in the same Home Office Class "Other Foods."

53. There are one or two occupations which also really belong to the "adapting" rather than to the production class, such as leather cutting and card cutting, but it is proposed to neglect them since the value of the work done will be comparatively small and to search out the firms concerned and exclude them would give a good deal of trouble. To some extent that large portion of the Wholesale Stationery manufacture which is occupied with the cutting-up and packing of writing paper is also "adapting for sale," but it is proposed to include it as production only on account of the difficulty of separating it from other sections of the Stationery Trade (such as envelope making) which are clearly production.

Doubtful trades.

54. There are, further, a few trades which are in the nature of personal service rather than of production, namely, dry cleaning, carpet beating, job dyeing, and laundry work. On the whole it would appear better to exclude them, but the opinion of the General Advisory Committee is desired on this point.

Personal service trades excluded.

55. With regard to some other occupations adverted to in the Memorandum dated 26th April 1907, laid before the General Advisory Committee, it is now proposed to exclude chimney cleaning, house cleaning, bill-posting, and also butchering, since it is too much involved in distribution to make separation possible. Slaughtering, so far as it comes under the Factory and Workshop Act would be mainly a men's trade and, therefore, the Home Office records would be imperfect. Even if returns were obtainable from what may be termed wholesale slaughterhouses they would not give the complete output of the industry since slaughtering done by butchers, dealers, and at farms would be omitted. It would appear to be safer to work out the value of the British dead meat trade from the statistics which will be obtained, with the co-operation of the Board of Agriculture and the Department of Agriculture and Technical Instruction for Ireland, as to the sales of cattle for slaughtering. "Demolition of Houses" will be excluded as not production, except where it appears as a sub-let portion of a building operation.

Sundry excluded trades.

Slaughtering.

56. Section 7 of the Census of Production Act states that:—"For the purposes of this Act the exercise and performance by a local or other public authority of the powers and duties of that authority shall be treated as the trade or business of that authority." This section, read with the schedule to the Act, is held to include the activity of a public authority in manufacturing, in building, and in "the construction, alteration, and repair of railroads, tramroads, harbours, docks, canals, sewers, roads, embankments, reservoirs or wells, or of laying or altering gas or water pipes, or telegraphic, telephonic, or electric lines or works, or any other prescribed works" [Schedule (D)]. Transport work such as the running of trams will not be included, nor will street cleansing or grave digging—neither of which are works of production. Public Authorities will make returns only for the work executed by their own employees, and not for that given out to contract.

Work of local authorities how far included.

57. The Special Advisory Committee for the Building and Contracting Trades has recommended the following amplification of the classes of work specified in paragraph D of the Schedule to the Act (quoted above). As a number of additional works not specified in the Schedule are included in this list, and as variations of nomenclature occur in regard to some of the specified works, it is proposed to "prescribe" the whole list:—

Construction other than buildings.

Construction other than Building:—

- Railways and Light Railways (including track, tunnels, bridges, embankments, fencing, installation of signals, and similar works).
- Tramways (including track, equipment of track, conduits, overhead wires, &c.)

Roads and Subways.
 Bridges other than Railway.
 Sewers, Drains, and Sewage Works.
 Harbours, Piers, and Jetties.
 Sea-walls, Embankments, and Defences.
 Docks (Wet and Dry).
 Canals.
 Waterworks (including reservoirs, wells, aqueducts, conduits, embankments, mains from reservoirs, street mains).
 Hydraulic Works (mains and service).
 Gas Mains and Works (not buildings).
 Drainage Works.
 Mine Shafts and Adits.
 Fortifications.
 Telegraphic Lines and Works.
 Telephonic "
 Electric "

With regard to the last three the Post Office is to be consulted. There will still remain certain works not specified above, and as it can hardly be the intention of the Act that they should all be returned separately, it will perhaps appear sufficient to the General Advisory Committee that they should be "prescribed" as "Other works of construction."

Buildings
connected
with rail-
ways, &c.

58. The Solicitor to the Board of Trade advises that the word "railroads" probably does not include stations, warehouses, signal boxes, and similar buildings, and that they therefore should be "prescribed" in relation to work done by a company's own staff. A similar course would naturally be followed in regard to all the works specified under paragraph D. Railway companies and other companies and authorities will make returns only for work done by their own workpeople.

Other pre-
scribed
trades.

59. Paragraph F of the Schedule to the Act provides that any trade or business not included in the preceding paragraphs may be "prescribed" and so brought under the Act. The Special Advisory Committee for the Printing Trades recommended that a separate Schedule should be issued to Newspaper Proprietors since it was impossible to separate the printing from the publishing department, and further, that the value of the product should be taken to be sales plus advertisements, since the selling value of the newspapers printed would not by itself give the true measure of the trade. The opinion of the General Advisory Committee is desired on this question since if the recommendation of the Special Committee be adopted it will be necessary to "prescribe" specially the business of Newspaper Publishing.

Newspapers.

Publishers.

60. The question naturally follows as to whether the business of Publishing generally should be included as production, but on the whole it appears that the answer should be in the negative. The various elements of book-production will be returned by the paper-maker, printer, book-binder, &c., and the work of the publisher is to so large an extent that of an agent and distributor that it would be difficult for him to separate out the value of his functions as producer.

Sea fisheries.

61. So far as can be ascertained, the present statistics as to Sea Fisheries are as complete as is possible, and, as they include both quantities and values, they will serve the purposes of the Census, and so obviate the necessity for separate Returns.

Salmon
fisheries.

62. Only the very scrappiest statistics are at present collected as to the quantities of salmon caught, and neither the local nor the central fishery authorities have power to get complete returns. It is therefore desirable that salmon fishing, so far as it is carried on "by way of a trade or business," *i.e.*, the commercial fisheries, should be "prescribed." Lists of such persons carrying on such business could perhaps be obtained from the licensing authorities.

Agriculture.

63. Negotiations are in progress with the Board of Agriculture and the Department of Agriculture and Technical Instruction for Ireland, with a view to these Departments collecting information supplementary to their present

statistics, sufficient to enable a reliable estimate to be made of the value of Agricultural Production. Details are not yet fully arranged, but the hearty co-operation of the two Departments has been secured. Butter and Cheese Factories, however, which are on the Home Office Lists, will be dealt with in the ordinary way under the compulsory powers of the Census of Production Act and from the Census Office.

H. W. M.

7th November 1907.

APPENDIX.

SPECIAL ADVISORY COMMITTEES.

LISTS OF TRADE REPRESENTATIVES.

(1) *Committee for the Baking, Confectionery, &c., Trades.*

Mr. W. Arundel (Birmingham),
 Mr. J. Hicks (Liverpool),
 Mr. Jas. Boyd (Messrs. James Keiller & Son, Ltd.)
 Mr. Stanley Machin (Messrs. Batger & Co.)
 Mr. J. B. Morrell (Messrs. Rowntree & Co., Ltd.)
 Sir Walter Palmer, Bart. (Messrs. Huntley and Palmers, Ltd.)

(nominated by the National Association of Master Bakers and Confectioners.)

(2) *Committee for the Boot and Shoe Trade.*

Mr. D. Henderson,
 (Messrs. D. Henderson & Son,
 North Evington, Leicester),
 Mr. John Loake,
 (Messrs. Loake Bros., Ltd., Ket-
 tering),
 Mr. J. Branch, M.P. (Bethnal Green).
 Mr. J. A. Craig (Trade Correspondent to the Board of Trade).
 Mr. George White, M.P., J.P. (Messrs. Howlett & White, Norwich).

(nominated by the Incorporated Federated Associations of Boot and Shoe Manufacturers of Great Britain and Ireland.)

(3) *Committee for the Building and Contracting Trades.*

Mr. W. Nicholson (Leeds), nominated by the National Federation of Building Trade Employers.
 Mr. J. Leslie (Aberdeen), nominated by the Scottish Building Trades Federation.
 Mr. H. H. Bartlett (Messrs. Perry & Co., London), nominated by the Institute of Builders.
 Mr. J. Beal (Hull), nominated by the National Association of Master Plumbers.
 Mr. T. Costigan (Trade Correspondent to the Board of Trade).
 Mr. Edward Goulding.
 Mr. H. Holloway, J.P. (Messrs. Holloway Brothers, London).
 Sir Weetman D. Pearson, Bart., M.P.

(4) *Committee for the Clothing Trades.*

Mr. James Allen (Birkenhead), nominated by the National Federation of Merchant Tailors.
 Mr. Henry Barran, J.P. (Leeds).
 Captain A. S. Cleaver (Messrs. Robinson and Cleaver, Ltd.).
 Mr. C. Corelli (Association of London Master Tailors).
 Mr. T. Davies, M.P.
 Mr. William Gerrard (Messrs. J. and W. Campbell, Glasgow and Leeds).
 Sir J. Hoy (Messrs. J. Hoy and Son, Manchester).
 Mr. Edwin Jones, J.P. (Messrs. Jones and Higgins, Ltd., London).
 Mr. Martin de Selincourt (Cannon Street, E.C.).

(5) *Committee for the Coal Mining Industry.*

Mr. R. Baird (Lanark),
 Mr. W. S. Barrett (Lancashire and
 Cheshire),
 Mr. G. J. Binns (Notts., Leics.,
 and Derbyshire),
 Mr. Gascoigne Dalziel (S. Wales
 and Mon.),
 Mr. T. Ratcliffe Ellis (Secretary),
 Mr. R. Guthrie (Northumberland
 and Durham),
 Mr. A. H. Heath (Cannock Chase
 and N. Staffs.),
 Mr. F. J. Jones (S. Yorkshire),
 Mr. W. N. Atkinson (Superintending Inspector of Mines for South Wales),
 nominated by the Home Office.

nominated by the Mining Association
 of Great Britain.

(6) *Committee for the Cotton and Linen Trades.*

Mr. F. A. Hargreaves (Manches-
 ter),
 Mr. J. Smethurst (Manchester),
 Mr. J. Taylor (Blackburn),
 Mr. E. Travis (Oldham),
 Mr. W. G. S. Adams, M.A., nominated by the Department of Agriculture
 and Technical Instruction for Ireland.
 Mr. H. Higson (Messrs. Higson Brothers, Blackburn).
 Mr. C. W. Macara (President, Manchester Cotton Association).
 Mr. R. Thompson (Belfast), a Member of the Advisory Committee on Com-
 mercial Intelligence.

nominated by the Cotton Employers'
 Parliamentary Association.

(7) *Committee for the Engineering Trades.*

The Hon. S. P. Bouverie (Messrs.
 Vickers, Sons, and Maxim),
 Mr. W. Collingwood (Vulcan
 Foundry, Newton-le-Willows),
 Mr. John Dodd (Messrs. Platt
 Bros., Oldham),
 Mr. Alex. Siemens (Messrs. Sie-
 men's Bros. & Co., London),
 Mr. T. F. Woodfine, nominated by the Society of Motor Manufacturers and
 Traders.
 Lord Airedale.
 Mr. A. Bornemann (Messrs. Ruston, Proctor, & Co., Ltd.)

nominated by the Engineering Em-
 ployers' Federation.

(8) *Committee for the Iron and Steel Trades.*

Mr. H. J. Skelton, nominated by the British Iron Trade Association.
 Sir W. T. Lewis, Bart., nominated by the Iron and Steel Institute.
 Mr. William Wylie (Coatbridge), nominated by the Scottish Iron Manufac-
 turers' Association.
 Mr. Bennett Brough.
 Mr. J. Stephen Jeans.
 Mr. E. Parkes, M.P.
 Mr. J. R. Winpenny (Trade Correspondent to the Board of Trade).

(9) *Committee for the Printing Trades.*

Mr. J. E. T. Allen ("Manchester
 Guardian," Manchester),
 Mr. A. R. Byles ("Yorkshire Ob-
 server," Bradford),
 Mr. H. Cooke (Messrs. Alf. Cooke,
 Ltd., Leeds),
 Mr. C. R. Harrison ("London
 Gazette," &c., London),

nominated by the Federation of Master
 Printers and Allied Trades.

(10) *Committee for the Shipbuilding Trade.*

Mr. George Jones (Messrs. Gray
 & Co., West Hartlepool),
 Mr. C. C. Scott (Messrs. Scott,
 Greenock),
 Mr. R. S. White (Sir W. G. Arm-
 strong, Whitworth, & Co., Newcastle),
 Sir Benjamin C. Browne (Newcastle-upon-Tyne).
 Sir Charles B. Bright M'Laren, Bart., K.C., M.P.

nominated by the Shipbuilding Em-
 ployers' Federation.

(11) *Committee for the Woollen and Worsted Trades.*

Mr. P. Anderson, F.C.I.S. (Secre-
 tary),
 Mr. John E. Fawcett, J.P.,
 Mr. A. H. Illingworth,
 Mr. W. H. Mitchell, J.P.,
 Mr. M. Crothers (Batley), nominated by the Heavy Woollen Districts
 Associated Chambers of Commerce.
 Mr. T. Craig Brown (South Scotland), a member of the Advisory Com-
 mittee on Commercial Intelligence.
 Mr. T. Fielding Johnson, Junior (Messrs. Fielding and Johnson,
 Leicester).
 Col. H. A. Foster (Bradford).
 Mr. James Hill (Messrs. James Hill and Sons, Bradford).
 Mr. F. Hooper (Commercial Intelligence Branch, Board of Trade).
 Mr. J. Peate (Leeds).
 Mr. J. R. Raper (Messrs. Isaac Holden and Sons, Limited, Bradford).
 Mr. W. A. Whitehead (Bradford).

nominated by the Chamber of Com-
 merce of Bradford.

CONFIDENTIAL.

HD 2271 (2)



CENSUS OF PRODUCTION.

SUPPLEMENTARY MEMORANDUM

FOR THE

CONSIDERATION OF THE

GENERAL ADVISORY COMMITTEE

ON THE

CENSUS OF PRODUCTION.

CENSUS OF PRODUCTION

MEMORANDUM FOR THE GENERAL ADVISORY COMMITTEE

CENSUS OF PRODUCTION

Confidential.

CENSUS OF PRODUCTION.

SUPPLEMENTARY MEMORANDUM

*FOR THE CONSIDERATION OF
THE GENERAL ADVISORY COMMITTEE
ON THE CENSUS OF PRODUCTION.*

PERSONS EMPLOYED. (Memorandum, par. 24.)

Outside
Piece-
workers.

1. It was proposed to ask separately for the number of Outside Pieceworkers directly employed by Establishments on the four specified days. It is questionable how far an employer will be able to give this information in the same detail as for Wage-earners employed in his Establishment. He will probably keep a list of Outside Pieceworkers, but whether the wage-books would show the numbers employed at specific dates is doubtful, and it is still more doubtful whether the employer knows anything about the ages of such workers. It may perhaps be necessary to abandon the "four days" and the age-classification and to ask only for the number of Outside Pieceworkers ordinarily employed (excluding Contractors), and perhaps for the sex; this (except as regards sex) would be practically identical with the returns made half-yearly to the local authorities. The opinion of the General Advisory Committee is desired on this point.

DAYS WORKED. (Memorandum, pars. 26-30.)

Particulars
hitherto pro-
posed to be
asked for.

2. Since the number of Calendar Days on which an Establishment was open for production gives a very imperfect measure of trade activity, it has been proposed to supplement this by asking for the number of shifts worked. To make it easier for manufacturers to furnish the return, it was further proposed to say that the information need only be given in respect of the leading class of workmen, and that in a complex business the return might be made in respect of each department separately.

Numbers on
different
shifts.

3. In the course of investigation it became plain that the number of shifts worked would give a misleading impression unless account were taken of the varying numbers which worked on day and night shifts respectively or on week-day and Sunday duty respectively. The General Advisory Committee, therefore, at its fourth meeting recommended that particulars as to the relative numbers employed in the different shifts should be asked for.

Difficulties
of getting
returns.

4. This recommendation has made it necessary to reconsider the whole form of the question, for it would plainly be useless to ask for the suggested particulars as to numbers in the different shifts in respect only of the leading class of workpeople in

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GENERAL ADMINISTRATION

SUPPLEMENTARY MEMORANDUM
FOR THE COMMISSIONER OF
THE GENERAL ADVISORY COMMITTEE
ON THE BUREAU OF LABOR

It is suggested to not attempt to measure the time-activity of a business in man-hours, but to insist on this being returned would probably be felt to be an over-great burden. It is, therefore, now proposed to ask for man-days, taking as a "day" the period or shift ordinarily worked by a man whatever his class may be. The measure will, of course, vary according to the class of employee; at a blast-furnace it will be different for the keeper, the gantry-man, and the labourer. But in every case it will represent a fact—the working-day of a man. Short-time and overtime will escape record, as they would have done in the case of measuring by shifts worked. It is submitted that the figure to be asked for will be more easily ascertained than any other time-measure, that it will contain fewer errors, and that all the returns can be tabulated and aggregated in an intelligible manner. The opinion of the General Advisory Committee as to this proposal is requested.

The instruction to the question would run as follows:—
"This question is intended to obtain an approximate measure of the time worked. In reply to the question the number of man-days worked is to be stated—that is to say, the average number of men employed multiplied by the number of days worked. Only wage-earners are to be reckoned for this purpose. The period of employment of a half-timer and the Saturday short day will each count as a day. If more than one shift is worked in the 24 hours each complete shift must be counted as one day, and if there are several classes of employees working a different number of shifts the calculation is

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an Establishment. Particulars both as to shifts and as to numbers employed would have to be asked for in respect of all classes of workpeople and not of one selected class. Where work goes on continuously, and there are several classes of workpeople working overlapping shifts of different duration, it is impossible to say how many people were at work in successive periods without counting the same persons more than once, and it is equally impossible to say how many shifts were worked. Again, where an Establishment consists of many departments working independently and not all busy at once, where a night shift may be worked in one department for three months of the year and day-shifts only in the rest of the Establishment, it is again impossible to make a satisfactory comparison of the numbers employed on the different shifts. Any figures obtained in answer to these questions would certainly be misleading, and even if they were obtained it would be exceedingly difficult to tabulate them in an intelligible manner, and the attempt to work out an average for establishments of very different sizes and circumstances even in one trade only would result in a figure having no real value.

5. The most scientific method of measuring the time-activity of a business is in man-hours, but to insist on this being returned would probably be felt to be an over-great burden. It is, therefore, now proposed to ask for man-days, taking as a "day" the period or shift ordinarily worked by a man whatever his class may be. The measure will, of course, vary according to the class of employee; at a blast-furnace it will be different for the keeper, the gantry-man, and the labourer. But in every case it will represent a fact—the working-day of a man. Short-time and overtime will escape record, as they would have done in the case of measuring by shifts worked. It is submitted that the figure to be asked for will be more easily ascertained than any other time-measure, that it will contain fewer errors, and that all the returns can be tabulated and aggregated in an intelligible manner. The opinion of the General Advisory Committee as to this proposal is requested.

Proposed alteration "man-days."

6. The instruction to the question would run as follows:—

Draft instruction.

"This question is intended to obtain an approximate measure of the time worked. In reply to the question the number of man-days worked is to be stated—that is to say, the average number of men employed multiplied by the number of days worked. Only wage-earners are to be reckoned for this purpose. The period of employment of a half-timer and the Saturday short day will each count as a day. If more than one shift is worked in the 24 hours each complete shift must be counted as one day, and if there are several classes of employees working a different number of shifts the calculation is

to be made for each class separately and the results added together. Thus if an establishment working no night shifts employs on the average 500 men for 300 days, the number of man-days is 150,000. And if in another establishment 300 men working in eight-hour shifts (150 in the first, 100 in the second, and 50 in the third) work 300 shifts each and 200 working in day-shifts only are employed for 350 days the number of man-days will be $(150 \times 300) + (100 \times 300) + (50 \times 300) + (200 \times 350) = 160,000.$ "

EXEMPTIONS. (Memorandum, pars. 45-49.)

Process of exemption.

7. The minutes of the third meeting of the General Advisory Committee show that the intention was to exempt all workshop-occupiers employing not more than five persons from answering the questions as to output, materials used, and contract work. The reasons assigned were the great difficulty which such small employers might have in filling in all these particulars, and that the result would not make it worth while to press them to do so. To give effect to this idea a Workshop Schedule would consequently bear a notice that the recipient need not answer certain questions if he did not employ more than five persons, but that he must answer the questions referring to numbers employed and days worked. Nevertheless, any answers given by an exempted person would be tabulated. The Schedule would be sent out to all persons on the Home Office list and (if it be so decided) to any others whose names were obtained through Trade Directories, &c., but only those ordinarily employing more than five persons would be expected to answer the questions as to output, materials used, and contract work.

Exemption in the boot and shoe trade.

8. The Special Advisory Committee for the Boot and Shoe Trade has suggested that no person in that trade should be exempted, *i.e.*, that everyone, however small or illiterate, should be brought under the compulsory powers of the Census of Production Act. That Committee also suggested that an attempt should be made to get at all the persons in the trade. Including dealers, there were at the Census of 1901, 14,500 employers and 48,500 workers "on own account" in the boot and shoe trade, whereas the Home Office in 1904 had only 4,700 names on their list.

In the Census only 2,000 are described as dealers, but no doubt many of the "makers" were dealers at least as regards the bulk of their business, or were dealers and repairers. It may be questioned how far the dealers will keep their making and repairing accounts separate from their retailing accounts. Workshops attached to retail shops and repairers' workshops will probably be to a large extent men's workshops, and thus the deficiency in the Home Office list would be explained. Workshops attached to retail shops will also probably employ in the majority of cases not more than five

persons. The Home Office list can be supplemented by taking out the addresses of "boot and shoe makers, warehouses, and dealers," and "boot and shoe manufacturers, wholesale," from Kelly's "Directory of the Leather Trades," which contains under these heads on a rough estimate some 50,000 names. The advice of the General Advisory Committee is requested as to the application of the exemption limit to the Boot and Shoe Trade and as to the proposal to go beyond the Home Office lists,

TRADES TO BE INCLUDED. (Memorandum,
pars. 50-53.)

9. The recommendation of the General Advisory Committee that warehousemen, carters, clerks, salesmen, &c., should be included as persons employed in production implies a widening of the definition of "production" which had been tentatively adopted, and thus compels the reconsideration of pars. 50-53 of the Memorandum of 7th November. Even if it be admitted that there is no distinction, either economic or logical, between production and distribution, it is submitted that from the practical point of view a line must be drawn between "manufacturing" and "shopkeeping," though it will be quite arbitrary and at particular points difficult to defend.

10. If the distribution of the finished article to the ultimate consumer by a person who does not "make" the article is excluded, there can be excluded also any incidental elements of production which confer an additional value to the article but which the shopkeeper would find it difficult to separate off from the rest of his business; e.g., the bottling and blending of beer and spirits by a publican or tea-blending and coffee-grinding by a grocer would be excluded, but these same operations, when conducted on a factory-scale or "for the trade," might well be included, since a value is added above that of the goods plus the receptacle. Further, the sorting and dusting of wool, rags, horsehair, though done by men who are mainly merchants in those articles, might be included since these operations are concerned with raw materials and are necessary preliminaries to more definite processes of manufacture. Sorting and handling of hides appears to be an occupation mainly carried on at the docks in connection with the packing of hides in suitable bundles for sale, and might be excluded.

11. The "making up and packing of yarn and cloth" is a more difficult problem. Wholesale merchants in Manchester and Bradford have machinery for cutting, rolling, and re-packing yarn or cloth, and so are put on the Home Office list of "factories." It is suggested that, without attempting to decide whether this is "production" or not, the value of the work will be inextricably confused with the value of the merchant's principal function—that of "distributor"—and that as distribution is, in the main, to be excluded from the census, "making up and packing" should also be excluded. The

same point will have to be taken into consideration when dealing with "tea-blending" and "coffee grinding and roasting," but as regards these last sufficient information is not yet at hand. The opinion of the General Advisory Committee as to the points raised in this and the previous paragraph is requested.

Hotels, restaurants, photographers.

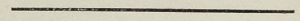
12. Two other points of detail have been raised: (a) whether hotels and restaurants should be included for the production of cooked foods; and (b) whether photographers (of whom there are less than 700 on the Home Office list of workshops) should be excluded, as the list is obviously imperfect. The opinion of the General Advisory Committee is requested.

Census of shopkeeping and transport.

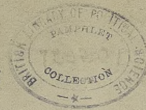
13. A general question has also been brought forward, whether a census should be taken of Shopkeeping and Transport Industries, but perhaps the General Advisory Committee will consider that that is outside of the intention of Parliament.

H. W. M.

30th November 1907.



CONFIDENTIAL.



CENSUS OF PRODUCTION.

MEMORANDUM

BY THE

DIRECTOR OF THE CENSUS.

(FOR CONSIDERATION.)

CENSUS OF PRODUCTION OFFICE,
BOARD OF TRADE,
March 21, 1907.

... will have to be taken into consideration when dealing with "tea-planting" and "coffee-planting and roasting", but as regards these last sufficient information is not yet at hand. The opinion of the General Advisory Committee as to the points raised in this and the previous paragraph is requested.

12. Two other points of detail have been raised: (a) whether hotels and restaurants should be included for the production of cooked food; and (b) whether photographers (of whom there are less than 100 on the Home Office list of workers) should be excluded as the list is obviously incomplete. The opinion of the General Advisory Committee is requested.

13. A general question has also been brought forward, whether a census should be taken of the working and trading industries but perhaps the General Advisory Committee will consider that that is outside of the function of Parliament.

M. W. J.

30th November 1907.

HD 2321 (42). (U.K.)

Confidential.

**MEMORANDUM BY THE DIRECTOR
OF THE CENSUS.**

(For Consideration.)

The following are suggested as preliminary questions, which it may be thought proper to submit for consideration by the General Advisory Committee.

**I. FUNCTIONS OF GENERAL ADVISORY COMMITTEE
AND OF SPECIAL ADVISORY COMMITTEES
RESPECTIVELY.**

It is suggested that the functions of the General Advisory Committee may include:—

(i) The consideration of the scope of the Census (including the question of what, if any, total exemptions shall be granted in respect of any trades or branches or parts of trades).

(ii) The consideration of a Standard Inquiry Schedule (*i.e.*, a schedule not necessarily adapted for use in relation to any particular trade or group of trades, but showing generally the nature of the information, which, by means of special schedules appropriate to each trade or group of trades, it is desired to obtain in the Census); and the formulation for the consideration of the Special Advisory Committees or (in relation to trades or groups of trades, for which no such committees are formed) of the Director of the Census of the principles, upon which partial exemptions shall be granted, (*i.e.*, the employer shall not be required to answer certain of the questions contained in the standard schedule).

(iii) The final consideration of the Special Inquiry Schedules (adapted to the individual circumstances of particular trades), these schedules being brought before the General Advisory Committee after they shall have been considered in the first instance (*a*) by the Special Advisory Committee of the trade or group of trades concerned, or (*b*) by the Director, after any necessary consultation with the employers concerned (in relation to any trade or group of trades for which a Special Advisory Committee has not been formed).

(iv) The final consideration of proposals for the partial exemption (*i.e.*, from supplying some, but not all of the particulars comprised in the Special Inquiry Schedules) of particular branches or parts of trades, such proposals being brought before the General Advisory Committee after they shall have been considered in the first instance by the Special Advisory Committees, or by the Director after any necessary consultation with the employers concerned (as the case may be).

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United Kingdom -
Industries*

II. SCOPE OF CENSUS.

With respect to the scope of the Census, the following observations are submitted:—

Taking in turn the different items of the schedule to the Census Act, it is assumed, that (subject to any exemptions, total or partial, which it may be decided to grant) the various branches of industry referred to in paragraphs (A) to (D) will certainly be included (i.e., factories and workshops,* mines and quarries, building and engineering works).

As to (A) and (B) the question arises, whether the registers of the Home Office shall be taken as sufficient; or whether the attempt shall be made to add to the mines and quarries, factories, and workshops entered on those registers others to be discovered by the Census Office.

So far as concerns mines, it does not appear likely, that any production worth speaking of is carried on at places not included in the Home Office list of mines. Quarries stand in a different position, because it is scarcely possible to assume, that every place, from which stone, clay, &c., are got, is known to the Home Office and entered on its registers. However, it appears fair to suppose, that the total volume of production, which is omitted in this manner, is not great, at any rate not great enough to warrant the large expense, that would be caused by any attempt on the part of the Census Office to discover the places not on the registers, which could only be done by local investigations.

Next, as to factories and workshops, there can be no doubt, that some factories and a considerable number of workshops are not on the registers of the Home Office. After careful consideration the conclusion has been arrived at that, for the most part, anything like an exhaustive attempt to ascertain the particulars with respect to the omitted workplaces would cause an amount of expense altogether out of proportion to the results. The total amount of production, that could be added by an investigation of this nature, would not be very large. With respect to many of these omitted factories and workshops, unless these places were detected by personal inspection, their occupiers could not be reached. But the expense of sending down investigators to detect these places would be so very great, that any such proceeding may be considered beyond the bounds of practicability.

It must also be remembered, that (as the experience of the Home Office shows) these small employers shift about a great deal, and are difficult to trace. Between the time when our investigators discovered them and the date when the inquiry schedules go out, many of them would have already changed their address, and would (in very many cases) fail to receive the schedules. Even if the

* When the Census Bill was before Parliament, the Drapers' Chamber of Commerce raised the question whether it was intended to include the workrooms of drapers' shops (C.P. 4/1907). It is assumed that this is intended.

Board of Trade {
railways
trams
Gas works, not under
statute
Water works

Inquiry Schedules had been got into the hands of the occupiers of workplaces not on the registers of the Home Office, it is safe to assert,* that it would be practically impossible to get these schedules filled in by persons of this class (who have, *ex hypothesi*, never yet sent in returns of any kind and most probably have never seen a factory inspector or known what it was to comply with a statutory obligation in any way analogous to those imposed by the Census Act). If this could be done at all, it could only be done by sending down in a very large proportion of cases indeed enumerators to collect the returns, personally explaining the legal obligations imposed by the Census Act and in many instances assisting these employers, who probably keep no accounts or only most imperfect accounts, to get out the details as to output, materials used, &c. It will be obvious, that the cost involved in sending men all over the United Kingdom for this purpose would be prohibitive. What is more, even if expense could be entirely disregarded, and if such employers could be found out and followed up in the manner referred to, it is likely, that in very many cases nothing could be got from them except by means of prosecution, and little of real value even by that means.

Dismissing as impracticable the idea of detecting these (mostly small) workplaces by personal investigations, the question still remains, whether something might be done by extracting from the various directories the names and addresses of persons there entered as carrying on trades. To any such experiment the objection, which can be raised against making the attempt to get at the occupiers of these workplaces by having them looked for by agents of the Census Office, would not apply (the search, in this case involving only the less expensive process of going through the pages of a large number of large volumes), though all the other objections (as to the difficulty of following these people up and getting figures from them) have equal force in this case also. On the other hand, this plan involves an additional and serious difficulty (not present in the former case). For while it would often be no easy matter for an investigator sent down by the Census Office to find out, whether a given man visited by him was an actual producer or only a mere dealer, in regard to entries in directories we shall have no proof at all, that the names there shown are really names of persons of the classes upon whom the Census Act imposes the obligation to send in returns. In regard to many of such names, they may quite well be names of persons, who carry on no form of production. A man entered in a directory as a "tin-smith" may in fact buy all his stock from the

* This assertion is based to a great extent on the very serious difficulty, which the Home Office finds in getting simple Returns of the number of persons employed from workshops on its registers. This difficulty is so great, that the Home Office for many years published no figures as to the number of persons employed in workshops. The last statistics on this subject published by the Home Office prior to February, 1907, were figures relating to the year 1897. In February, 1907, the Home Office published figures for 1904.

Midland manufacturers, and a so-called "wood pulp manufacturer" will import from abroad all that he sells. Apart altogether from persons entered in a manner suggesting that they carry on production, but who in fact do not, there will be cases like those of the "drapers" and "milliners," many of whom (but it is impossible to know from the directories which) have workshops of their own of one kind or another, and the grocers (some of whom roast and grind coffee, and a few of whom make jam), and so on as to a large number of "doubtful cases of production."

If we make complete lists of, and send out Inquiry Schedules to all the persons entered in the directories under "trades" (in itself a somewhat costly labour), it is likely, that many of them (especially those, who are not on the registers of the Home Office) will fail to send back the schedules filled in; they will then have to receive from the Census Office "reminders," of which they may in many cases take no notice, unless we send down enumerators to visit them (which would be very expensive). Ultimately, the (probably) very numerous persons of this class, who still fail to make their returns, will have to be prosecuted; and then we shall be met with the difficulty, that we shall have to prove by evidence sufficient to satisfy a court of law, that each man prosecuted really does carry on production, and is, as a fact, within the Census Act (as the occupier of a factory or workshop).

Under these circumstances it is submitted for consideration, whether (except in special cases to be decided on as they arise)* it would not be better in this first Census† to make no attempt to supplement the registers of factories and workshops maintained by the Home Office, but to confine the inquiry to the production carried on in places entered on those registers.

With respect to paragraph (E) ("every person who by way of trade or business gives out work to be done elsewhere than on his own premises"), this is mainly intended to meet the case of, and prevent the omission from the Census figures of, that class of production, which is carried on by persons (not themselves the occupiers of factories or workshops), to whom work is given out by employers (not themselves the occupiers of factories or workshops) to be done in the houses of these out-workers. Except by local investigation carried out by agents

* It is possible, that it may be considered necessary to make the attempt to supplement the Home Office registers by extracting particulars from directories in particular trades (e.g., trades of some importance carried on in places, which there may be strong reason to suppose are to a large extent omitted from the Home Office registers, and which are concentrated in relatively small areas, which it would be practicable without undue expense to cover by sending down enumerators) or particular portions of the United Kingdom, in which, if this attempt were not made, it appears likely that a relatively large proportion of the total production would be missed (e.g., possibly Ireland).

† If (as may seem not unlikely) the next Census of production were carried out in conjunction with the Population Census of 1911, it would be much easier to find out and get returns from the workplaces not on the registers of the Home Office; for in the Population Census each house is visited by enumerators.

sent down by the Census Office (a most costly proceeding) it would be impossible to discover and get into the hands of the employers giving out this work the necessary Inquiry Schedules except to an extent so insignificant that, even if all these employers sent in full replies (which is not likely), any statistics thus obtained would be so fragmentary as to be useless and misleading.*

It is suggested, that no *general* attempt should be made to ascertain the particulars as to the class of production here referred to, but that anything, that may seem possible, shall be done in any special cases, in which according to the reports of the investigating officers of the Census it appears probable, that the work done under the circumstances here referred to constitutes a really considerable volume of production, the whole, or nearly the whole of which shall be capable of ascertainment by the Census Office without incurring a disproportionate amount of expense.

The remaining paragraph of the Schedule to the Act ["(F) Every person carrying on any other trade or business which may be prescribed"], which is intended to meet any form of production not covered by any of the preceding paragraphs, need not (it is submitted) be considered in any great detail at the present moment. For the most part, the cases (if any) in which it will be proper to apply this section, will come to light in the course of the organisation of the inquiry, as each trade or group of trades comes under the consideration of the Special Advisory Committee, or of the Director of the Census, as the case may be. There are, however, certain points in this connection and bearing generally on the scope of the Census, which are noted, because they will ultimately (it is presumed) have to be considered by the General Advisory Committee (though perhaps it may not be convenient to discuss them now).

In the first place, what is to be considered as "production," and what not? Is slaughtering "production"? butchering? laundry work? chimney cleaning? house cleaning? carpet cleaning? packing? the demolition of houses, &c.? bill-posting? grave-digging? Is cheese-making "agricultural" (and so excluded) or "industrial" (and so to be included)? So as to butter-making and tree-felling. Are estate joineries, &c., to be investigated? Is work produced in and sold by prisons and penitentiaries to be included in the inquiry? the same as to work done and sold by workhouses? convents? schools? It is assumed, that the attempt will be made to include domestic workshops; but as to persons working single-handed and selling the product themselves to the public? (It is, speaking broadly, impossible to get at these people except by employing enumerators.) It is understood, that the Home Office does not count

* Something could possibly be done (at very considerable expense) by investigating the facts from the lists of out-workers sent in to the 3,000 Local Authorities throughout the United Kingdom under section 107 of the Factory Act. But while it is known, that up to now this requirement of the Factory Act is very imperfectly carried out, it must also be borne in mind, that the section in question applies only to a limited number of trades.

Given out - volume of work - of total payments

Countries under H.O.
Prisons } under
Reformatory } H.O.

Why is agricultural production excluded

Workhouses under L.G.A.

~~Co~~

Cooperation

these single-handed workers as occupiers of workshops and also does not include estate joineries. There are a number of workplaces (*e.g.*, dentists' shops), which are not counted as workshops by the Home Office. It is suggested, that it will be best to follow the lines laid down by the Home Office and make no attempt to investigate production carried on in places not treated by the Home Office as factories or workshops.*

In relation to the question already alluded to in regard to single-handed workers, as to how close shall be the meshes of the net, a somewhat similar point has to be considered in relation to the Local Authorities (*see* section 7 of the Census Act). It is proposed to include all such authorities (including all parish councils) with the exception of parish meetings, but to omit these (over 5,000) on the ground, that the total volume of production carried out by labour directly employed by parish meetings is so relatively insignificant, and the probable difficulty of obtaining returns from these meetings so great, that it is better not to attempt to include them.

III.—STANDARD SCHEDULE AND INSTRUCTIONS.

Information to be asked for.

It is suggested, that in regard to the Standard Schedule and Instructions it will only be necessary at the present moment for the General Advisory Committee to discuss the details to such an extent as will suffice to establish, what items of information shall be asked for in the inquiry as a whole, and to lay down certain principal rules for guidance in the preparation of the Special Schedules (for particular trades or groups of trades). As to the items of information to be asked for, it may be found possible to accept the sample schedule annexed to this Memorandum, subject to the following observations.

Particulars as to Quantity.

In relation to Question 1 it will be borne in mind, that quantities can only be asked for in accordance with section 3 [1] (c) of the Census Act ("Particulars as to the quantity of output shall not be required except in the case of articles the quantity of which is on their importation into or exportation from the United Kingdom required by the official import or export list to be entered, nor shall such particulars be required in greater detail than in those lists"). It is, however, possible, that in some cases details, which, by reason of this provision cannot be obtained compulsorily, will be furnished voluntarily (under section 11).

Unit of Investigation.

Since it would appear, that for practical purposes the unit of investigation must be, not the firm, but the establishment, it follows, that, if factory A.,

* Except, of course, production carried on by outworkers employed by the owners of factories, warehouses, &c.

instead of selling the whole of its output, sends some part (or the whole) of these products to factory B, *belonging to the same owner*, to be there worked up, then the particulars as to the quantity and value of the products so transferred must be given separately from those relating to the other similar products of factory A. (which are sold to outside purchasers).*

Definition of Value.

It will be necessary for the Committee to consider, whether the value to be returned in relation to the output is to be (as in the sample schedule) the "selling value," and whether, if so, it is necessary to define in some and what manner this expression. It may be thought, that "selling value" is a well-understood term, which would only be obscured by any endeavour to define it, while any attempt to get any detailed definition (which may or may not exactly correspond with the ideas or practice of particular manufacturers) is likely to fail. The only detail, that must necessarily be added, would be, that what is meant is the selling value "*at works*" (i.e., not including freight to the market, in which the goods are sold, or to the warehouse or works of their purchasers), and that as to articles not sold but transferred to other works belonging to the same employer, the selling value is to be entered, by way of estimate, as if a sale of these goods by factory A. to factory B. had taken place at current prices *ex works*.

In some trades (e.g., as to the construction of harbour works) it also may be necessary to add in the instructions a reference to what is meant by the selling value in regard to work begun in 1906 and finished in 1907, and work begun but not finished in the Census year.

Avoidance of Duplication.

As to Question 2, it has to be admitted, that the answers can only serve their purpose (the avoidance of duplication) in an imperfect manner. For the "total cost" returned by the manufacturer will include *freight* from the works, in which, e.g., purchased pig iron was made, to the steel mills, in which this pig iron is used.

It would be possible to ask the user of the pig iron to return its cost less this freight. But it would in relation to many classes of materials be impossible for the user to give the figures in this manner (e.g., if he bought it "second-hand" from stores), and few manufacturers will trouble (even where they could do so) to make the requisite calculation and return the aggregate cost of their various materials *less freight*. It is submitted, on these grounds, that the error consequent in the cost of purchased materials being returned *inclusive of*

* Otherwise it will be impossible to make the necessary calculations in order to avoid duplication, and so be able to state correct figures as to *net* production. (For factory B. will not return these products in answer to Question 2, which relates only to *purchased* materials.)

? Amount of
Wages cost

freight is one, which it is not practicable to attempt to avoid, and that in order to secure uniformity, the cost of materials should in all cases be asked for "delivered at works."

Production of individual Articles.

One point of importance, to which it may be proper to direct attention, is that the structure of the Census Act (which is aimed at obtaining statistics with respect to the aggregate net production of the United Kingdom, and not statistics as to the production of particular articles) is such as to make the compilation of statistics of the latter nature, except by means of information voluntarily supplied (see section 11) a matter of impossibility. For example, if a given establishment has its own blast furnaces and uses the pig iron for turning it into ingots, and these again into rails, then of necessity this pig iron will be lost in the rail output. We can ask only (it would appear) for the aggregate value of all the materials (e.g., ore, limestone, spiegeleisen, coke, pig iron, ingots, &c., used in making the rail output, *in the lump*). Similarly, we could never state the total number, weight, or value of the bicycle chains made in the United Kingdom, because some part of this output will (in the case of a cycle factory making its own chains) be lost in the figures as to the output of bicycles.

Modifications for Co-operation with Home Office.

With regard to Questions 4 and 5, it is only necessary to observe, that the details set forth in the sample schedule will have to be slightly altered for the purpose of co-operation with the Home Office, which on the one hand requires for its administrative purposes certain further items, and on the other hand requires some of the items in a different form; e.g., as to mines and quarries, the age-limit (for juvenile labour) is 16 and not 18 years. It will probably be thought best in this case to ask for age classification up to 16 years (as the Home Office now does) and also between 16 and 18 years (for Census purposes). Or it may be considered, that it is not necessary for the Census to classify uniformly for all industries, and that the 16 year age-limit will suffice in the case of mines and quarries.

Census Year.

In relation to the standard schedule it will be proper for the General Advisory Committee to consider the question of the period, to which the figures to be given in the returns shall relate. In cases, in which the employer's financial year is not co-extensive with the calendar year, it was arranged, while the Census Bill was before Parliament, that we should allow the employer (if he so wished) to make his return for his financial year, i.e., the financial year most nearly co-extensive with the calendar year 1907. This is indicated in the note at foot of the specimen schedule, which (it is sub-

mitted) carries out in an adequate manner the provision in the Act.*

IV.—PARTIAL EXEMPTIONS.

The general scope of the Census having been determined, it remains to consider the lines, upon which certain classes of employers shall be exempted from sending in some part or parts of the complete information asked for in the Standard Schedule. It is submitted, that it might properly be laid down, that in no case, in which employers are exempted from answering the questions as to output and materials, shall these employers be exempted from answering Questions 4, 5, and 6. The object of this rule is to secure, that sufficient materials shall in all cases be available to enable the Census Office to frame an approximate estimate of the net output of the exempted persons, such estimate to be based (a) on the complete information, which the larger employers will be required to furnish, and (b) on the partial information to be obtained from the (partially) exempted employers.

With respect to the rules to be laid down by the General Advisory Committee as to the size of the establishments to be (partially) exempted, this (it is submitted) should vary according to the particular circumstances of each industry. The points to be borne in mind in each case are the difficulties, which would be encountered, if complete answers to all the questions in the Inquiry Schedule to be used in relation to the trade in general were to be insisted on in the case of the class of employers whose (partial) exemption is under consideration; the degree of difficulty, which would be experienced in making an estimate of the net output, if the persons in question were (partially) exempted in the manner above indicated; and the proportion, which the volume of production, that would probably be affected by such exemptions appears to bear to the whole production of the trade in question. In no case should employers with a number of employees greater than a *minimum* number to be fixed by the General Advisory Committee (say 10) be exempted; and if the great bulk of a given trade is done by small employers, then in such a case, and subject to its appearing possible to obtain with any reasonable amount of trouble and expense the complete information from all, or the great majority of the employers, it may be necessary to grant no exemptions at all, or to exempt only persons employing, say one or two employees.

GENERAL OBSERVATIONS.

The organisation of the Census Office having only just been begun, there is as yet little to be said as to the progress of its work.

* Section 3 (1) (a) : "If in any case it is found inconvenient to furnish such particulars as respects the calendar year, the Board of Trade may allow the particulars to be furnished as respects some other period of twelve months or prescribed part thereof."

It is proposed to send out, as soon as this can be done, a notification stating briefly the provisions of the Census Act affecting employers to all persons concerned, with the exception of the owners of mines and quarries. The question of sending out such a notification to the owners of mines and quarries is reserved, to be decided after consultation with the Home Office, which (it is understood) is likely to co-operate with the Census Office by uniting the Census inquiries with those made in regard to mines and quarries by the Home Office annually, and with the Special Advisory Committee on the mining and quarrying industry. The Home Office inquiries just referred to already, cover so very large a proportion of the ground to be covered in the Census of Production, that it is scarcely necessary to trouble employers with a notification of their obligations under the Census Act; and it may be thought undesirable to give the impression (which would be incorrect) that the owners of mines and quarries are going to be called upon to supply a large additional amount of information (over and above that which they are already accustomed to supply, either compulsorily or voluntarily, to the Home Office).

So far as concerns the notifications, which are to go out to the occupiers of factories and workshops, the Home Office has agreed to send these out together with certain circulars, which that Department is preparing to send to all occupiers of factories and workshops.

With respect to builders and contractors for engineering works, &c. (paragraphs C and D of schedule to Act) a list of such employers throughout the United Kingdom is being prepared in the Census Office from all available directories; and the notifications to these employers will, as soon as possible, be sent out by the Census Office.

The Census Office is also making the necessary preparations for sending out a notification of their obligations under the Census Act to all Public Authorities (carrying on any form of production)* in the United Kingdom.

March 21, 1907.

D. F. S.

* Except parish meetings; see *ante* page 7.

{ H.G. China and earthenware; ornamental tiles.
 { H.H. Transfer making for above.

NOTE.—If the answer to any question is "None," the proper entry is "NONE"; **BLANKS ARE MISLEADING.**

1. OUTPUT IN 1907.

Kinds of Articles Manufactured. (1)	Unit of Measure.	Quantities. (1)	Selling Value (at Works). £
Porcelain, Chinaware, and Parian -	Cwt.		
Earthenware (including semi-Porcelain, Majolica, and Glazed Hearth and Wall Tiles)	Cwt.		
Jet, Rockingham and Glazed Terra Cotta Ware	Cwt.		
Red Pottery, Stoneware, Brown and Yellow Ware	Cwt.		
Other sorts (including Electrical Ware, Door Fittings and Chemical Ware)	Cwt.		
All other Products -			
Repairing Work			
TOTAL SELLING VALUE (at Works) OF ALL PRODUCTS (including Repairs) made in 1907			

(1) Different kinds of goods should be returned *separately*, so far as practicable. Quantities are *required* only with respect to the articles named above; but it will be of great advantage if quantities can also be given (*voluntarily*) as to *all* the principal kinds of products manufactured, the last item ("Other sorts") being sub-divided accordingly.

2. TOTAL COST (1) OF ALL PURCHASED MATERIALS USED IN 1907

(1) Cost means, as to materials purchased and used during the year, the price of such materials delivered at works; as to materials used but not purchased during the year, the estimated value at the beginning of the year. In addition to materials worked up, consumable stores (*e.g.*, oil waste and other supplies consumed in the running of machinery) should be included.

3. TOTAL AMOUNT paid to outside CONTRACTORS (i.e., Contractors working on premises other than those of this Establishment) for work done in 1907 on materials supplied by this Establishment.

4. PERSONS EMPLOYED IN 1907.

TOTAL NUMBER OF PERSONS EMPLOYED [including <i>inside</i> Contractors (i.e., Contractors working on the premises of this Establishment) and the Employees of such Contractors, and all outside Pieceworkers (working elsewhere than on such premises), but not including <i>outside</i> Contractors or their Employees].		Average Number (1) employed at any one time in 1907.
SALARIED (2) -	{ Men - - - - - Women - - - - -	
TOTAL (SALARIED EMPLOYEES)		
WAGE EARNERS (2) -	{ Men 18 years and over - - - - - Women " " - - - - - Young Persons and Children under 18 years. { Male - - - - - Female - - - - -	
TOTAL (WAGE-EARNING EMPLOYEES)		
GRAND TOTAL OF ALL EMPLOYEES		

(1) The Average Number is to be arrived at by adding together the total numbers paid on each pay day in the year and dividing by the number of pay days.
 (2) Including clerks, &c.
 (3) Include under this head all employees not returned under "Salaried."

Total Number employed as WAGE EARNERS on the last pay day of each Month in 1907.

Month.	Number.	Month.	Number.
January - - -		July - - -	
February - - -		August - - -	
March - - -		September - - -	
April - - -		October - - -	
May - - -		November - - -	
June - - -		December - - -	

Number.	Date.	Number.	Date.
GREATEST NUMBER of Wage Earners paid wages on any pay day in 1907.		SMALLEST NUMBER of Wage Earners paid wages on any pay day in 1907.	

5. TOTAL NUMBER of DAYS on which WORK was carried on by this Establishment in 1907. (Any period of 24 hours, within which more than one complete shift was worked, is to be counted as 2 or 3 days, as the case may be. Days on which no processes of manufacture were carried on are not to be counted at all.)

6. TOTAL HORSE-POWER for MANUFACTURING PURPOSES in 1907.	Horse-power Owned.		Horse-power Supplied by other Establishments.
	Used in this Establishment.	Supplied to other Establishments.	
Engines, Steam - - -			
" Gas and Gasoline - - -			
Electric Motors - - -			
Other power (<i>specify kinds</i>) - - -			
TOTAL HORSE-POWER			

N.B.—The Year above referred to is the *Calendar* Year 1907. But if the financial year of your Establishment does not end on December 31st, you are at liberty to give these particulars for your last *financial* year (ending with any date not earlier than June 30th). For example, if your financial year ends on July 31st, you can give the particulars for 1907 for the twelve months ending with July 31st, 1907; if your financial year ends on June 30th, you can give the particulars as to 1907 for the twelve months ending with June 30th, 1908. If you prefer this course, please fill in the dates, on which your financial year begins and ends, in the spaces left blank below:—

The particulars given above relate to the twelve months beginning with _____ and ending with _____.

CONFIDENTIAL

OUTPUT IN 1907

Quantity	Value	Percentage	Notes
			Iron, steel, and other metals
			Coal
			Wool
			Textiles
			Foodstuffs
			Other
Total			

BOARD OF TRADE :

CENSUS OF PRODUCTION.

**DRAFT OF
SPECIMEN
SCHEDULE**

OF INFORMATION REQUIRED IN CONNEXION WITH

THE FIRST (1907) CENSUS OF PRODUCTION

OF THE UNITED KINGDOM.

Industry	Value	Percentage	Notes
Iron and steel			
Coal			
Wool			
Textiles			
Foodstuffs			
Other			
Total			

4 FEB 1958

3

REFERE

B