



National Registration Regulations, 1940

INSTRUCTIONS

FOR THE USE OF

DEPUTY REGISTRARS

AND

VOLUNTARY ASSISTANT DEPUTY
REGISTRARS

Issued by the
Chief Registrar for Canada
15th July, 1940

OTTAWA

J. O. PATENAUDE, I.S.O.

PRINTER TO THE KING'S MOST EXCELLENT MAJESTY

1940

NATIONAL REGISTRATION REGULATIONS, 1940

INSTRUCTIONS

For the use of Deputy Registrars and Voluntary Assistant Deputy Registrars

1. Wherever in these Instructions the term "deputy" is employed, it shall be understood to mean deputy registrar and to include voluntary assistant deputy registrar. The pronoun "he" as applied to a deputy or voluntary assistant deputy registrar, or to a registrant, shall be understood as capable of the interpretation "she" should the circumstances so require; similarly, "his" or "him" may be read as "her," and "himself" as "herself."

2. For the proper discharge of the duties that will be expected of them, deputy registrars and voluntary assistant deputy registrars should thoroughly understand not only the *what* and the *how*, but the *why*, concerning each operation prescribed by the Regulations and the Instructions. These Instructions are designed to give the deputy some directions as to what he has to do, how the questions on the registration card should be answered, and why the questions should be answered in that particular way.

3. The first duty of the deputy will be to read carefully the *National Registration Regulations, 1940*, a copy of which will be sent to him by the Registrar. These Regulations are the law upon the subject of registration, and a deputy must know in a general way what the law is before he can intelligently assist in its administration. The deputy is also required to read carefully these Instructions in order to thoroughly familiarize himself with his duties. In this connection attention is particularly directed to the following matters:—

4. **Oath of Office.**—Before entering upon his duties, every deputy registrar must have taken an oath of office. Printed copies of the form required will be attached to his appointment. The deputy is charged to perform his duties faithfully and to the best of his ability, and to observe secrecy. As soon as the deputy registrars form of Oath has been completed it should be detached from the appointment at the line of perforation and forthwith delivered or transmitted by mail to the Registrar by whom the deputy was appointed. Full instructions as to before whom the deputy's oath is to be taken are printed on the Form itself.

5. The Registrar will advise the deputy registrars as to the exact location of the registration booth secured for their polling division. At least three days before the first of the days fixed for registration the deputy registrars should themselves ascertain if their registration booth is supplied with the necessary furniture, such as tables and chairs, and make sure that artificial light will be available for the closing hours of each day. If the premises secured by the Registrar as registration booths are not supplied with the necessary furniture or equipment the Registrar or deputy registrar will endeavour to borrow the necessary articles from public-spirited citizens residing in the vicinity. No allowances are provided either for the rental of premises or the furnishing of registration booths.

6. Deputy registrars are expected, whenever practicable, to co-operate with the Registrar in securing premises to be used as registration booths free of charge. In most cases the Registrar will himself select the necessary premises,

but there may be some polling divisions in which the deputy registrar would be able to render valuable assistance in the securing of the necessary rent-free premises.

7. The next important duty which the deputy is required to perform is the preparation and posting up of at least six copies of the Notice of National Registration in Form B of the Regulations. Ten blank forms of this notice will be supplied by the Registrar. Several particulars have to be inserted on each copy of the notice before it can be posted up. For example, the name of the electoral district and the number and name, if any, of the polling division must be entered in their proper places. Then a complete description of the boundaries of the polling divisions must be written immediately after these entries in the blank space provided for that purpose. The description of the boundaries of the polling division may be secured by the deputy from the heading of the printed list of electors prepared for the last Dominion Election, a copy of which will be supplied him by the Registrar.

8. Farther down in the notice the exact location of the registration place must be recorded on each copy to be posted up. The two deputies will then sign their names at the end of each copy of the notice.

9. At least five days before the first day fixed for registration, the deputies are charged with the duty of posting up at least six copies of this notice of National Registration, duly completed as above directed. The Regulations prescribe that each copy of the notice must be posted up in a conspicuous place in the polling division for which the deputies have been appointed, in order that its contents may come to the attention of all interested persons.

10. **Hours of Registration.**—On the registration days all places of registration are required to be kept open from 8 a.m. to 10 p.m. While deputies are under no obligation to keep their registration offices open later than 10 p.m., it is desirable that they should do so in cases where there are registrants in attendance at that hour whose registration has not been taken. Deputies may arrange among themselves to relieve one another at hours that will be mutually satisfactory. During the days fixed for registration the deputy registrars will see that at least two copies of the Notice of National Registration in Form B are posted up in a conspicuous place near the entrance of the polling booth, but outside thereof.

11. The registration supplies furnished to deputy registrars for each polling division by the Registrar will ordinarily consist of

- (a) two copies of the National Registration Regulations.
- (b) two copies of the Book of Instructions issued by the Chief Registrar for Canada,
- (c) a sufficient number of registration cards for both men and women, together with the necessary number of registration certificates,
- (d) ten copies of the Notice of National Registration in Form B.,
- (e) ten copies of Form of Appointment and Oath of voluntary assistant deputy registrars,
- (f) two blank deputy registrar account forms, and
- (g) four large envelopes for the transmission of completed registration cards to the Registrar.

12. Deputy registrars are expected to do everything in their power to secure the gratuitous services of as large a number of voluntary assistant deputy registrars as are necessary for the expeditious yet careful conduct of the registration in their registration booth. In populous polling divisions

it will be quite impossible for the two deputy registrars without assistance to complete the registration in their polling division during the three days of the registration period. The services of assistant deputy registrars are therefore absolutely necessary. Arrangements for such assistance should be made well in advance of the days fixed for registration. It should be noted that no provision is made for the remuneration of assistant deputy registrars, but in every polling division it should not be difficult to find public-spirited and competent persons who are willing to give their services gratuitously. The Member of Parliament for each electoral district is arranging for the setting up of Voluntary Committees in his constituency, the members of which will do all in their power in the matter of finding volunteers to act as assistant deputy registrars. Deputy registrars will do well to get in touch with such committees whenever possible. All enquiries on the subject should be directed to the Registrar.

13. Voluntary assistant deputy registrars are appointed by the deputy registrar on the blank forms provided by the Chief Registrar for Canada for that purpose. The Registrar will furnish the deputy registrars for each polling division with two copies of this blank form. When the form of appointment has been completed and signed, the deputy registrar will require the assistant deputy registrar to complete the oath printed on the same form, immediately below the form of appointment. This Oath can only be sworn before a deputy registrar. When the oath of an assistant deputy registrar has been duly completed and sworn he is authorized to take the registration of any persons resident in the polling division and to sign both the registration card and registration certificate as though he were a deputy registrar.

14. The deputies should make sure that everything requisite to the proper discharge of the duties they are to perform will be in readiness at the place of registration where they are to officiate.

15. A voluntary messenger service would prove useful in many ways, as for example in summoning the help of reserve assistant deputies to relieve congestion, and in directing registrants to registration booths. Boy Scouts and Girl Guides might effectively be used for this purpose.

16. Each deputy should also make sure that his place of registration is provided with pens, ink, and blotting paper. It is expected that these articles will be secured without charge. Envelopes will be supplied by the Registrar for the transmission of the cards when registration is completed. Deputies should provide themselves with a Bible, for administering the oath to assistant deputy registrars and to any interpreters if required.

17. It cannot be too strongly emphasized that the deputy is the servant of the public. His chief duty is to obtain the registrant's answers to the various questions asked. Where a question needs to be explained to the registrant, the deputy should make the necessary explanation, courteously and patiently. Should he suspect or know that the registrant is giving an untruthful answer, he may repeat the question and point out that upon the completion of the card the registrant must sign it, thereby certifying to the correctness of the answers set down. He may also warn the registrant of the penalties provided for wilfully giving an untruthful answer. The deputy should refrain, however, from threats and arguments, contenting himself with making upon the back of the card such report as the circumstances would seem to justify.

18. Deputy and assistant deputy registrars should arrange among themselves to register one another. All such registration could easily be done prior to registration day; in fact, it is highly desirable that it should be so done because of the experience it will give and the confidence it will inspire. No

deputy should undertake to register himself, if he can otherwise comply with the law. Were he to do so, he would be officially reporting as deputy registrar his belief that his own answers as a registrant were correctly given; furthermore, he would be witnessing his own signature, and this is undesirable.

19. The answers to all questions on the registrant's cards should be filled in **WITH INK**, in clear, legible writing. Where the context permits, give answers in figures, rather than words, but make the figures bold and unmistakable.

20. The deputy should inscribe the answers himself, rather than turn the card over to the registrant to be filled in. Having the benefit of the instructions which follow, the former is much more likely to be able to do the work in the manner required than the latter, who, without these instructions, may defeat some of the purposes of his registration by placing upon a question an interpretation that is not intended.

21. An additional reason why the deputy should inscribe the answers himself is that through his familiarity with the work, wastage of cards can be kept within reasonable bounds. If cards are handed to registrants to fill in for themselves, numerous mistakes will be made, congestion and confusion will result, and in many cases new cards will have to be made out. Notwithstanding what is herein stated however, there may be some especially competent persons who wish to complete their own cards. They should be allowed to do so, and a table and chair provided for their use.

22. In the first space left for the date in the upper left hand corner of the card, the deputy will fill in the month, in the second space the day of the month, and in the third the year upon which the registration takes place.

23. The number of the electoral district will be inserted in the square provided for that purpose immediately after the words "Electoral District." This number may be ascertained from the list of electoral districts, which is printed at pages 14, 15 and 16 of these Instructions. The proper number to insert is that printed opposite the name of the applicable electoral district. The next entry is the name of the electoral district itself in the space provided for that purpose.

The number of the polling division must then be inserted in its proper place, followed by its name, if any.

24. After each registration card has been completed and signed by both the registrant and the deputy, the deputy before whom such card was completed will fill in and sign a registration certificate. The completion of a registration certificate is quite simple, but it is imperative that all the blank spaces appearing thereon should be carefully filled in with pen and ink. The deputy will then affix his signature, see that the registrant also affixes his signature in the place provided for that purpose, and hand the registration certificate to the registrant.

25. If a registrant is unable to write his name, the deputy should write the name of the registrant on both the card and the certificate, in the place provided therefor, and require the registrant to make his mark with a cross opposite the signature in both cases.

26. It is necessary that the completed registration card for each polling division should bear a consecutive number. A space for that purpose is provided on the upper right hand corner of the card. For obvious reasons this serial number should not be inserted on the card when the other necessary details are being filled in. Deputy registrars are therefor instructed to postpone the insertion of the serial number until a substantial number of the cards has been completed. All the numbering should be done by only one of the deputy registrars, and the deputies should arrange between themselves accordingly.

At the completion of the registration each completed card should bear its serial number. This numbering should be done before the steps mentioned in the following paragraph are taken. The numbering of the cards should begin at No. 1 and continue consecutively until the last completed card has been numbered. The deputy registrar will instruct the voluntary assistant deputy registrars not to insert the serial number above-mentioned on any registration card completed by them.

27. As the registration proceeds the deputy registrars will keep the completed cards for men separated from the completed cards for women. When the registration is complete the deputy registrars will make duplicate copies of the completed registration cards of all single men and widowers without children, between the ages of 19 and 45 years. These duplicate copies will be kept separate for transmission to the Registrar. They must be enclosed in a separate envelope supplied for that purpose, which will be clearly marked with the name of the electoral district and the name of the polling division where such registrations have been effected.

28. The Regulations provide that certain persons should not register, such as cloistered nuns, persons confined in asylums, penitentiaries or prisons, and inmates of institutions excepted by the Regulations. (When there are such institutions in the deputy registrars' polling division, the Registrar will inform them accordingly.) **ALL PERSONS ON ACTIVE SERVICE WITH ANY OF HIS MAJESTY'S NAVAL, MILITARY OR AIR FORCES IN CANADA ARE NOT REQUIRED TO REGISTER.**

29. Where, to the knowledge of the deputy registrars, a person is ill or incapacitated and cannot attend the registration booth in person, the deputy registrar may have a duly appointed voluntary assistant deputy registrar attend on such ill or incapacitated person to complete the registration card in the usual manner.

30. The printed copy of the list of electors which will be supplied to the deputy registrars, by the Registrar, will serve many purposes. It will enable the deputy registrars to readily ascertain if the registrant resides in the polling division for which they have been appointed. This list will also be helpful in determining what proportion of electors have registered from day to day. If, for any part of the polling division, persons do not present themselves as rapidly as they should, the deputies should endeavour to communicate with the delinquents before the close of the registration, urging them to register promptly. Furthermore, the heading of the list will be used to obtain the information necessary for the completion of the Notice of Registration in Form B.

31. The two deputy registrars appointed for each polling division will each receive an allowance of \$3.00 per day for each of the three days fixed for registration. This allowance will cover all their services performed in connection with the registration in their polling division, including the preparation and posting up of the six copies of the notices in Form B. At the conclusion of the registration they will prepare their accounts on the forms supplied for that purpose and transmit the same to the Registrar with the completed registration cards and other documents. Deputy registrars and voluntary assistant deputy registrars are not entitled to mileage allowances.

32. It is not expected that exception will be taken by volunteer assistant deputy registrars to the nominal allowance provided for the services of deputy registrars, since deputy registrars are required to be in attendance continuously during the whole of the three days fixed for registration, and, in addition, have many preliminary duties to perform, such as posting up notices, etc., as well as further duties after the close of the registration period. Moreover, the

responsibility for the conduct of the registration rests entirely upon the deputy registrars. There is no obligation on the part of voluntary assistant deputy registrars to attend at the registration place continuously during all the hours of registration. They are only expected to assist in the registration whenever a large number of registrants present themselves, and are awaiting their turn to be registered. A very large number of public-spirited persons from almost every part of Canada have offered to make a contribution of their own time to assist in an undertaking such as this registration of man and woman power in Canada. These persons will no doubt welcome the opportunity of acting as voluntary assistant deputy registrars.

33. It must be noted that registration is also compulsory upon all aliens of the prescribed age resident in Canada. If unable to speak either French or English they should bring their own interpreters, who of course must be sworn. There is no provision for paying interpreters for such services.

34. All deputies engaged in assisting in the conduct of the registration will be required to maintain secrecy with respect to the information obtained from the individual registrant. For penalty for breach of this provision, see Section 19 of the *National Registration Regulations, 1940*.

35. The Regulations prescribe certain severe penalties for failure to register, or for failure to answer any question upon the registration card, or for answering questions untruthfully and other registration offenses. The penalties take the form of a fine, or imprisonment, or both. For complete details as to penalties, see Paragraphs 20 to 27 of the *National Registration Regulations, 1940*.

STATEMENT RE BRITISH NATIONALITY

Some persons are either dubious or uninformed as to the status of a British subject and some who are really British subjects will when questioned refuse to state that they are such, for the reason that they do not know whether in law they really are. Others who claim they are, in law, British subjects, do not know they are such and are quite surprised when told they are. Yet others who firmly believe that they are British subjects, are, in law, not such. In view of these conditions, and for the information and guidance of registration officials and registrants a brief statement of the law relating to British Nationality is printed hereunder. Registration officers will abstain from attempting to advise or settle whether registrants are or are not British subjects. The registrant must decide that question for himself. The following is as complete a statement as the Chief Registrar was able to prepare on the subject of British Nationality.

Who are British Subjects—General Rule.—Speaking in the most general terms, a person may become a British subject by birth, by naturalization, or, in the case of a woman, by marriage, but British nationality once acquired may be lost by naturalization in some other country, by the cancellation of a naturalization certificate, or, in the case of a woman, by marriage, the general rule being that a wife has the same nationality as her husband. The statutory provisions on the subject of nationality are extremely complicated, and a simple statement of them is impossible. All that can be done is to state first the circumstances in which British nationality is acquired and then those in which it is lost.

(A)—*Acquisition of British Nationality.*—Every person has become a British subject who

(a) was born in any of His Majesty's dominions or on a British ship, no matter what was the nationality of his or her parents, or

- (b) was born elsewhere of a father who, at the time of the child's birth, was a British subject, *or*
- (c) has been personally granted a certificate of naturalization under any statute of Canada or under the *Imperial Naturalization Act* in any other of His Majesty's dominions, *or*
- (d) has had his or her name included in a certificate of naturalization granted to a parent under the *Imperial Naturalization Act* in Canada or in any other of His Majesty's dominions, *or*
- (e) is the child of a person naturalized in Canada before January 1, 1918, otherwise than under the *Imperial Naturalization Act*, and was a minor and resident in Canada at the time of the naturalization of the parents and, in any case, not later than January 1, 1915, *or*
- (f) being a woman, has married a man who, at the date of the marriage, was a natural born or naturalized British subject, *or*
- (g) being a woman, has married a man who was an alien at the time of the marriage but later, during the marriage and before January 15, 1932, became a naturalized British subject, *or*
- (h) being a woman who becomes or remains an alien after her marriage to a man then an alien but later, during the marriage and after January 15, 1932, naturalized as a British subject in Canada has, within six months after the issue of her husband's certificate of naturalization or such further time as may have been authorized in special circumstances, made and caused to be registered a declaration that she desires to acquire British nationality, and, in which case, she has obtained a certificate of British nationality.

(B)—*Loss of British Nationality*.—Every one who has once become a British subject so remains until his or her death unless:

- (a) he or she has (apart from marriage) become a naturalized citizen of some other country, *or*
- (b) being a naturalized British subject, his or her certificate of naturalization is cancelled, *or*
- (c) being a woman, has before January 15, 1932, married a man who at the date of the marriage was not a British subject, *or*
- (d) being a woman, has married a man who, although a British subject at the date of the marriage, later, during the marriage and before January 15, 1932, ceased to be so, *or*
- (e) being a woman, has on or after January 15, 1932, married an alien and has by virtue of the marriage acquired her husband's nationality,¹ *or*
- (f) being a woman whose husband has during the marriage and on or after January 15, 1932, ceased to be a British subject and who, by virtue only of her husband's change of allegiance has acquired her husband's new nationality, unless within six months after such change of her husband's allegiance or such further time as may have been authorized in special circumstances, she has made and caused to be registered a declaration that she desires to retain her British nationality, and, in which case, she has obtained a certificate of British nationality.

¹At the date of the publication of these instructions the foreign countries in which a female British subject marrying a subject of such foreign country does not, by reason of such marriage, acquire the nationality of her husband are the following: France, United States of America, Argentina, Cuba, Guatemala and Uruguay.

INSTRUCTIONS FOR FILLING IN THE NATIONAL REGISTRATION CARD

Persons Required to Register.—All persons 16 years of age and over must register.

Write clearly. Use black ink, write legibly and keep the forms neat and clean. Be sure to know the proper entry before making it, thus avoiding all errors.

Date.—In the first space in the upper left-hand corner the Deputy will fill in the month, and in the second space the day of the month upon which the registration takes place. Seeing that the registration will be over a period of three days, the Deputies should refrain from filling in the date beforehand on any large number of cards in the expectation that it will save time on registration day itself. Any card upon which the date has been filled in and which is not actually used on registration day will be wasted.

Electoral District, No., Name, Polling Division, Card Number.—It will be the duty of the deputy registrar to enter the name and number of the Electoral District and Polling Division, and the number of the card as follows:—(1) enter opposite the Electoral District the number of the district in the square provided, (2) the name of the Electoral District, (3) opposite the Polling Division enter the number of the division in the square provided for the number and (4) the name of the Polling Division, if any. **THE CARD NUMBER.**—The registration cards are to be numbered in each polling division starting with number 1. When the registration is over for the day, one of the deputy registrars will number all the cards as follows:—at the end of the first day of registration the cards will be numbered consecutively starting with number 1. At the end of the second day the numbering will start with the number following the last card numbered, as for instance, if there are seventy-five people registered the first day, the cards will be numbered one to seventy-five, and the second day the cards will be numbered seventy-six and so on to the last day of registration so that the number of the last card registered will indicate the number of persons who were registered in that polling sub-division.

Question 1, Surname.—Print in surname in block letters, making sure the name is correctly spelled. In the case of married women, enter the husband's surname. The object in specifying that the surname shall appear first is to ensure uniform treatment throughout and to avoid uncertainty as to which is the surname. The greatest care should be exercised to insert the correct spelling of names, particularly when there is more than one spelling in general use; for instance, McKenzie or MacKenzie, Stewart or Stuart, Marcell, Marcile or Marsil, etc.

Given Names.—Enter the person's given name or names in full. In the case of a married woman, do not enter the husband's given names, but her own given names. For example:—

Surname—Brown

Given Names—Mary Jane

Question 2, Post Office Address.—Enter first the street and number if any; secondly, rural route if any; thirdly, name of post office; fourthly, name of city or town; fifthly, name of province. In many instances the name of the city, town or village will be the same as the post office. In the case of persons registering away from home enter the post office address of the permanent residence.

Question 3, Age Last Birthday.—First, enter the age in completed years; secondly, the year of birth; thirdly, enter the month of birth, and fourthly, enter the day of the month. If the person is uncertain of exact age insert what the

person believes to be the correct age at the last birthday. It may appear to be a redundancy to ask for the age as well as the date of birth. The latter, of course, is the really important item, but the insertion of the former will permit a quicker handling when the cards reach the Central Registrar. In filling in the age, use only the full number of completed years. To use an extreme illustration, should a person be 22 years and 364 days old on the day of registration, fill in the age as 22, not 23.

Question 4, Conjugal Condition.—The conjugal condition is to be indicated by the answer "Yes" in the appropriate place. "Single"—All persons married on or after July the 15th, 1940, are to be entered as single, but at the same time opposite "married" enter the date of marriage, but this applies only to persons married on or after July 15. Persons legally separated or separated as to bed and board are to be entered as Married but specified "separated".

Question 5, Dependents.—Enter "Yes" after (a) "Father", (b) "Mother" and (c) "Wife" if the registrant is their sole support. (d) You are to enter the "number of dependent children under 16 years of age", when the registrant is their sole support, whether they live at home or not. Opposite (e) "Number of other dependents" enter the number of dependent persons, in addition to those mentioned above, for whom the person is the sole support, i.e., children over 16 years of age, relatives such as brothers, sisters, and other dependents. Opposite (f) enter the number of persons who are in substantial degree but not wholly dependent upon the registrant.

Question 6, Country of Birth.—If born in Canada, enter the name of the province and the city, town, village, municipality or parish. If born outside of Canada, enter the name of the country of birth, and the place of birth. For instance, if a person was born in Warsaw, Poland, after "Country" enter the name Poland, and after "place" the name Warsaw. The same applies to the birthplace of the father and mother.

Question 7, Nationality.—It is important to obtain accurate information upon the question of nationality or citizenship. Ordinarily there will be no difficulty in answering this question, but cases may occur in which the registrant, by reason of honest doubt or lack of knowledge on this subject, will be unable to determine the appropriate answer. In such cases the Deputy filling in this card should ask the man in authority for his interpretation.

The following answers should be given under this heading: *British subject.* For all British subjects (a) by birth or marriage the answer will be "yes", all other questions under this heading being left blank. (b) Enter "yes" for all British subjects by naturalization. (c) *Foreign citizens.* If the person is not a British subject and owes allegiance to a foreign country the answer to this question will be "yes". (d) *Naturalized.* For naturalized citizens enter the year of naturalization. In the case of persons who were naturalized as children with their parents, if they do not know the exact year an approximate year will suffice. (e) *What place.* Enter the name of the place in Canada where the person was naturalized. (f) *Country of Allegiance.* Enter the country to which foreign citizens living in Canada owe allegiance. Do not accept unknown as an answer. Some cases will be met where the registrant was born a British subject and subsequently renounced his British citizenship in order to become a citizen of some other country. In such cases the first part of the question "British subject" is to be interpreted as asking whether the registrant is or is not now a British subject, and the registrant would indicate the country to which he now owes allegiance. (g) *Year of Immigration.* If the person was born outside of Canada enter the year of entry into Canada. *Note:* It is important to remember that a person born out of Canada, whose father was a British subject at the time of that person's birth, does not need to be naturalized to acquire Canadian citizenship, unless such person has become a citizen of a foreign country.

Question 8, Racial Origin.—It is important to remember that a person's racial origin and nationality are very often different; for instance, the American nationality comprises many different racial origins, such as English, Scottish, French, Italian, German, Polish, etc. The name of the country from which a person has come to Canada gives no indication of that person's racial origin. A person may have come to Canada from Poland but may be German, Russian, Ukrainian, etc., by racial origin. "Canadian", "American"—It is imperative to remember that the word "Canadian" does not denote a racial origin, but a nationality, and the same applies to the word "American". As a general rule a person's racial origin is traced through the father, e.g., if a person's father is English and the mother French, the racial origin shall be entered as English; while if a person's father is French and the mother English, the racial origin shall be entered as French, and similarly for other combinations. *Canadian Aborigines*—For the Canadian aborigines, the entry will be Indian or Eskimo as the case may be. For a person of mixed White and Indian blood, the entry shall be "Half-breed". *Coloured Stock*—For persons belonging to stock involving difference in colour, i.e., the black, yellow and brown races, the entry shall be Negro, Japanese, Chinese, Hindu, Malayan, etc., respectively, thus indicating the branch within the distinct ethnic stock to which such persons belong. *Mixed Blood*—The children begotten of marriages between white and black or white and Chinese, etc., shall be entered as Negro, Chinese, etc., as the case may be.

Question 9, Language.—If the person can speak English enter the word "yes" after English, if they can also speak French, enter "yes" after French. If they can not speak English, enter the word "no", or if they can not speak French, enter the word "no". If the person can speak, read and write any foreign language, enter the name or names of those languages.

This question is asked as an aid to the intelligent utilization of the registrant's services, also in order that any communications subsequently addressed to him can be sent to him in one of the official languages or, if possible, in the language that is most familiar to him.

Question 10, Education.—If the registrant has primary schooling only, enter the word "yes" after (a) "Primary only". If "Primary and secondary" enter "yes" after (b) but leave (a) blank. If the person was educated in Quebec and has completed "école complémentaire" or normal or the secondary schools, answer "yes" to (b) "Primary and secondary". Opposite (c) enter the kind of business training such as stenographer, typist, bookkeeper, etc., or the kind of technical training which the person has received. For (d) "college or university" enter the degree received, if any, such as B.Sc., B.A., M.A., etc.

Question 11, General Health.—Enter "yes" opposite (a) "good" if the person's health is usually satisfactory, even though the person suffers temporarily from a minor ailment. Enter "yes" after (b) "fair" if the person's health is usually not "good" but not "bad". Enter "yes" after (c) "bad" if the person is suffering from an acute illness or serious chronic ailment.

Question 12, Physically Disabled.—Enter exactly the nature of any permanent disability of the kinds indicated. If the person has lost a limb enter which limb. Example: "Blind in right eye" or "Lost right leg", etc.

Question 13, Class of Occupation.—(a) If an employer of labour other than domestic enter "yes" and state the nature of business; for example, boot and shoe manufacturer, general store keeper, general contractor, beauty parlor, milliner, barrister, architect, etc.

- (b) If person is in business on own account but does not employ labour, enter "yes" and give the nature of business; for example, carpenter, painter, boot and shoe repairer, hairdresser, dressmaker, civil engineer, doctor, etc.
- (c) Opposite (1) of this heading enter the usual occupation, such as blacksmith, men's tailor, cleaner and presser, etc.; under (2) state whether working at other than usual occupation; (3) if unemployed answer "yes".
- (d) Under this sub-heading enter all persons who are not working because they are receiving a pension, are dependents, are retired or have independent means, etc., and specify which. This question refers only to those who are unemployed at the date of the registration by reason of receiving a pension, retired, etc., but it does not include young people who have never worked.

Question 14, Occupation or Craft.—Fill in the questions under this heading for every person who has or has had an occupation and for all persons who have had special training or experience in certain lines of work.

- (a) By present occupation is meant the occupation the person is following at the date of the registration, or, if unemployed, the occupation in which last employed. It must be understood that the answers under (a) and (b) need not be different, as in the great majority of cases the present occupation will be the same as the regular occupation. Specify clearly the occupation followed by the person, for instance, it is not sufficient to say "draftsman", but the person will have to specify his occupation as "Map draftsman", "mechanical draftsman", etc. Or, if a "driller" specify whether an automatic drill operator, drill press operator, an optical goods driller, etc. The word "clerk" is not sufficient; designate the person as salesman, typist, stenographer, accountant, bookkeeper, etc. Do not enter a stenographer as secretary. Distinguish a travelling salesman from a salesman in a store.
- (c) Under this sub-heading state in detail any other kind of work, in addition to present occupation that the person can do well. For instance, a person may be a house painter, yet that person may have had years of experience as a carpenter or a moulder, etc., or again the person may be a stenographer, yet may also have had experience as a nurse, or teacher, etc.

Opposite (a), (b) and (c) enter the years of experience.

- (d) Under this sub-heading give the name and address of present employer and describe the nature of business, for instance, it is not sufficient to say manufacturer, or a store keeper or contractor. For example, if the person works in a mine, state whether it is a coal mine, a copper mine, a mica mine, etc.; or if the person works in a factory or a mill, state whether it is a sawmill, an iron foundry; and if an iron foundry, whether they make stoves, ploughs, etc. Again, if employed on transportation, state whether it is a steam or a street railway, or busline, etc., or if working in a store or trading establishment, whether it deals in drugs, groceries, hardware, etc., and whether it is a retail or a wholesale establishment. If working in a refinery, it should be specified "petroleum refinery", "sugar refinery", "copper refinery", etc.
- (e) This section of the question is designed to bring out information as to any special qualifications which the registrant might possess, if he has specialized in certain lines or has received special training and experience. The particular purpose in asking this question is to

enable the Government, in as far as practicable, to direct people towards the kind of work for which they are best fitted by training and experience. For example, if the person has received special training in motor mechanics this person's experience should be minutely defined. Again, if the person has a special training in precision machines of any kind it should be minutely and precisely defined. In other words, give as complete detail as possible as to the training and experience the person has had in various types of work.

Question 15, Unemployment.—(a) *Weeks worked.*—Enter the number of weeks the person worked during the twelve months preceding the date of registration. (b) *Unemployed.*—If unemployed, state the number of weeks the person was unemployed immediately preceding the date of registration. NOTE: In many localities persons on relief work for the municipality a few days every month in payment of rent, but this is not considered employment. (c) *Incapacitated.*—By this question is meant persons either physically or mentally incapacitated for employment of any sort.

Question 16, Farm Work.—This question calls for very little explanation. It is framed with a view to obtain in concise form a statement of the qualifications of those who have had enough farm experience to make their services in that capacity valuable to the nation in this time of crisis.

Question 17, on card for men and 19 on card for women: Training.—Under this question enter the particular occupation in which the registrant would like to be specially trained, that is, a person may have received partial training in a certain occupation and would like to complete it, then enter the said occupation, or again the registrant may be following a certain occupation and would like to specialize in some other kind of occupation and this is to be indicated under this question.

Question 18, Defence Service. (Card for men.)—(1) Enter the name of particular Forces in which person served, i.e., Naval, Military or Air, as the case may be. (1a) Enter the name of the country to which belonged the Force in which service was performed. (1b) *Years of Service.*—Enter the approximate dates between which the person served in one or more of the above named forces. (1c) *Name of Unit.*—Enter the name and the number of the unit in which the person served. (1d) *Rank held.*—Enter the rank held at the date of discharge or retirement. (2) *Retirement.*—After retirement or discharge enter the reasons for retirement or discharge from any unit.

Questions 17, 18 and 20 (Card for women) of the Women's Card are self explanatory and do not need special instructions.

Certificate of Registration.—The regulations provide that the Certificate of Registration shall be issued to every registrant upon complying with the formalities of filling in the registration card. The deputy registrar will fill in the full name of the registrant and his home address, taking these details from the card. Before signing the certificate himself the deputy shall require the registrant to affix his own signature in the space provided therefor, unless the registrant be a person who is unable to write, in which event the deputy will write the name of the registrant and the registrant will make his mark thereto by affixing a cross. In view of the fact that the registrant must also sign the card, it will be well to ask for his signature to both forms at the same time. Upon the face of the certificate there is a warning to the registrant that he must always carry it upon his person. Should the registrant subsequently lose or destroy his certificate he may obtain a duplicate upon application to the Dominion Statistician at Ottawa. Before a duplicate can be issued the Dominion Statistician must be

supplied with the name and number of the electoral district and number of polling division in which the registrant ordinarily resided during the registration period. Deputies should, therefore, caution all registrants to make a written record of their Electoral District and the number thereof, also number of the polling division at their homes, as otherwise the obtaining of a duplicate might be attended by embarrassing delay.

List of electoral districts, arranged by provinces, and alphabetically within each province, showing the number and name by which each is to be designated on the registration card and registration certificate

NOVA SCOTIA

- | | |
|-------------------------------|------------------------------|
| 1. Antigonish-Guysborough | 7. Halifax |
| 2. Cape Breton North-Victoria | 8. Inverness-Richmond |
| 3. Cape Breton South | 9. Pictou |
| 4. Colchester-Hants | 10. Queens-Lunenburg |
| 5. Cumberland | 11. Shelburne-Yarmouth-Clare |
| 6. Digby-Annapolis-Kings | |

NEW BRUNSWICK

- | | |
|---------------------------|-----------------------|
| 12. Charlotte | 17. Royal |
| 13. Gloucester | 18. St. John-Albert |
| 14. Kent, N.B. | 19. Victoria-Carleton |
| 15. Northumberland, N.B. | 20. Westmorland |
| 16. Restigouche-Madawaska | 21. York-Sunbury |

PRINCE EDWARD ISLAND

- | | |
|------------|------------|
| 22. Kings | 24. Queens |
| 23. Prince | |

QUEBEC

- | | |
|------------------------------------|-------------------------------------|
| 25. Argenteuil | 50. Matapedia-Matane |
| 26. Beauce | 51. Mégantic-Frontenac |
| 27. Beauharnois-Laprairie | 52. Montmagny-L'Islet |
| 28. Bellechasse | 53. Nicolet-Yamaska |
| 29. Berthier-Maskinongé | 54. Pontiac |
| 30. Bonaventure | 55. Portneuf |
| 31. Brome-Missisquoi | 56. Quebec East |
| 32. Chambly-Rouville | 57. Quebec South |
| 33. Champlain | 58. Quebec West and South |
| 34. Chapleau | 59. Quebec-Montmorency |
| 35. Charlevoix-Saguenay | 60. Richelieu-Verchères |
| 36. Chateauguay-Huntingdon | 61. Richmond-Wolfe |
| 37. Chicoutimi | 62. Rimouski |
| 38. Compton | 63. St. Hyacinthe-Bagot |
| 39. Dorchester | 64. St. Johns-Iberville-Napierville |
| 40. Drummond-Arthabaska | |
| 41. Gaspé | 65. St. Maurice-Lafleche |
| 42. Hull | 66. Shefford |
| 43. Joliette-L'Assomption-Montcalm | 67. Sherbrooke |
| 44. Kamouraska | 68. Stanstead |
| 45. Labelle | 69. Témiscouata |
| 46. Lake St. John-Roberval | 70. Terrebonne |
| 47. Laval-Two Mountains | 71. Three Rivers |
| 48. Lévis | 72. Vaudreuil-Soulanges |
| 49. Lotbinière | 73. Wright |

ISLAND OF MONTREAL

- | | |
|--------------------------|-----------------------------|
| 74. Cartier | 82. St. Ann |
| 75. Hochelaga | 83. St. Antoine-Westmount |
| 76. Jacques-Cartier | 84. St. Denis |
| 77. Laurier | 85. St. Henry |
| 78. Maisonneuve-Rosemont | 86. St. James |
| 79. Mercier | 87. St. Lawrence-St. George |
| 80. Mount Royal | 88. St. Mary |
| 81. Outremont | 89. Verdun |

ONTARIO

- | | |
|----------------------------|---------------------------|
| 90. Algoma East | 126. Middlesex East |
| 91. Algoma West | 127. Middlesex West |
| 92. Brant | 128. Muskoka-Ontario |
| 93. Brantford City | 129. Nipissing |
| 94. Bruce | 130. Norfolk |
| 95. Carleton | 131. Northumberland, Ont. |
| 96. Cochrane | 132. Ontario |
| 97. Dufferin-Simcoe | 133. Ottawa East |
| 98. Durham | 134. Ottawa West |
| 99. Elgin | 135. Oxford |
| 100. Essex East | 136. Parry Sound |
| 101. Essex South | 137. Peel |
| 102. Essex West | 138. Perth |
| 103. Fort William | 139. Peterborough West |
| 104. Frontenac-Addington | 140. Port Arthur |
| 105. Glengarry | 141. Prescott |
| 106. Grenville-Dundas | 142. Prince Edward-Lennox |
| 107. Grey-Bruce | 143. Renfrew North |
| 108. Grey North | 144. Renfrew South |
| 109. Haldimand | 145. Russell |
| 110. Halton | 146. Simcoe East |
| 111. Hamilton East | 147. Simcoe North |
| 112. Hamilton West | 148. Stormont |
| 113. Hastings-Peterborough | 149. Timiskaming |
| 114. Hastings South | 150. Victoria, Ont. |
| 115. Huron North | 151. Waterloo North |
| 116. Huron-Perth | 152. Waterloo South |
| 117. Kenora-Rainy River | 153. Welland |
| 118. Kent, Ont. | 154. Wellington North |
| 119. Kingston City | 155. Wellington South |
| 120. Lambton-Kent | 156. Wentworth |
| 121. Lambton West | 157. York East |
| 122. Lanark | 158. York North |
| 123. Leeds | 159. York South |
| 124. Lincoln | 160. York West |
| 125. London | |

CITY OF TORONTO

- | | |
|----------------|-----------------|
| 161. Broadview | 167. Parkdale |
| 162. Danforth | 168. Rosedale |
| 163. Davenport | 169. St. Paul's |
| 164. Eglinton | 170. Spadina |
| 165. Greenwood | 171. Trinity |
| 166. High Park | |

MANITOBA

- | | |
|-------------------------|----------------------------|
| 172. Brandon | 181. St. Boniface |
| 173. Churchill | 182. Selkirk |
| 174. Dauphin | 183. Souris |
| 175. Lisgar | 184. Springfield |
| 176. Macdonald | 185. Winnipeg North |
| 177. Marquette | 186. Winnipeg North Centre |
| 178. Neepawa | 187. Winnipeg South |
| 179. Portage la Prairie | 188. Winnipeg South Centre |
| 180. Provencher | |

SASKATCHEWAN

- | | |
|-----------------------|----------------------|
| 189. Assiniboia | 200. Qu'Appelle |
| 190. Humboldt | 201. Regina City |
| 191. Kindersley | 202. Rosetown-Biggar |
| 192. Lake Centre | 203. Rosthern |
| 193. Mackenzie | 204. Saskatoon City |
| 194. Maple Creek | 205. Swift Current |
| 195. Melfort | 206. The Battlefords |
| 196. Melville | 207. Weyburn |
| 197. Moose Jaw | 208. Wood Mountain |
| 198. North Battleford | 209. Yorkton |
| 199. Prince Albert | |

ALBERTA

- | | |
|--------------------|-------------------|
| 210. Acadia | 219. Jasper-Edson |
| 211. Athabaska | 220. Lethbridge |
| 212. Battle River | 221. Macleod |
| 213. Bow River | 222. Medicine Hat |
| 214. Calgary East | 223. Peace River |
| 215. Calgary West | 224. Red Deer |
| 216. Camrose | 225. Vegreville |
| 217. Edmonton East | 226. Wetaskiwin |
| 218. Edmonton West | |

YUKON TERRITORY

227. Yukon

BRITISH COLUMBIA

- | | |
|----------------------|------------------------|
| 228. Cariboo | 236. Skeena |
| 229. Comox-Alberni | 237. Vancouver-Burrard |
| 230. Fraser Valley | 238. Vancouver Centre |
| 231. Kamloops | 239. Vancouver East |
| 232. Kootenay East | 240. Vancouver North |
| 233. Kootenay West | 241. Vancouver South |
| 234. Nanaimo | 242. Victoria, B.C. |
| 235. New Westminster | 243. Yale |