

## Labour Force Survey 2003:1 Meta-data

The Labour Force Survey 2003:1 data is in three files. The files are flat, ASCII, fixed field files, with one line of given length per record. This format was chosen so as to make the data usable with as many statistical programs as possible, and thus accessible to as wide a range of people as possible.

Other important information for users is found in the:

- ◆ Questionnaire
- ◆ Additional code lists (occupation, industry, education)
- ◆ Relevant publications
- ◆ Web-site ([www.statssa.gov.za](http://www.statssa.gov.za))

### **THE DATA FILES**

The files and the corresponding sections of the questionnaire are as follows:

**PERSON:** Data from Flap and Section 1

**WORKER:** Data from Sections 2, 3, 4 and 5

**STRATUM\_PSU:** Stratum and PSU numbers

The files also contain some derived variables.

The information in each file contains the following:

- Nature of records in the file and population covered
- Description of variables

### **Description of variables**

The description of the variables comprises the following information:

**Descriptive name:** This is a short English description plus the variable name in the original file used by Stats SA to construct the ASCII file.

**Position of the variable:** The position of the data within the record, recorded in the format (@xxx y.). “@xxx” indicates that the data begins at position (i.e. column) xxx and “y.” indicates that it is y digits wide. All data is numeric. All data is right-justified.

**Source:** This is either the question in the questionnaire or, for derived variables, the method of derivation. Derived variables are usually found towards the end of a record.

**Valid range:** The range of valid values for the variable. For continuous variables this reflects the upper and lower limits as found in the data.

**Not applicable:** The code for not applicable is provided for each variable. These are now numeric.

**Missing value:** A code for “missing”/unspecified values is given for each variable.

**Notes:** Specific observations to be noted by users.

Most questions in the Labour Force Survey questionnaire are pre-coded, i.e. there is a set number of choices from which one or more must be selected. For open-ended ‘write-in’ questions, the description will note that post-coding occurred and explain how this was done. For most variables the coding is apparent from the questionnaire (available elsewhere in the

documentation) and is not repeated in the variable description. Where the coding is not apparent, the description either provides the codes or indicates where code lists are to be found.

## Linking files

The data from different files can be linked on the basis of a record identifier. The record identifier is the first field/s in each file. Each record contains a number (UqNr) which constitutes a unique household identifier. All records with a given household identifier, no matter which file they are in, belong to the same household. For individuals, a further two digits constitute the Person number (PersonNr). When these are added to the household identifier, a unique individual identifier is created. Again, these can be used to link records from the PERSON and WORKER files. The syntax needed to merge information from different files will differ according to the statistical package used.

# METHODOLOGY

## Sample design

A sample of 30 000 dwelling units was drawn from 3000 primary sampling units (PSUs) (that is 10 dwelling units per Primary Sampling Unit (PSU) from the Master Sample. A two-stage sampling procedure was applied and the sample was stratified, clustered and selected to meet the requirements of probability sampling. The Master Sample is based on the 1996 Population Census enumerator areas and the estimated number of dwelling units from the 1996 Population Census. The EAs were grouped within a province by urban/rural, and a disproportional sample of EAs was taken from each group (stratum). Within each explicit stratum the PSUs were stratified by simply arranging them in geographical order by District Council, Magisterial District and, within the magisterial district, by average household income (for formal urban areas and hostels) or EA. The allocated number of EAs was systematically selected with probability proportional to size in each stratum. The sample was explicitly stratified by province and area type (urban/rural).

The careful and scientific selection of the PSUs was the first stage of the sample selection. These PSUs then need accurate identification in the field, particularly the boundaries of the PSUs. These identified PSUs must match those areas selected from 1996 census records. After boundary identification the next stage is to list accurately all the dwelling units in the PSU. A PSU is either one EA from the Census or several EAs when the number of dwelling units in the base or originally selected EA from the census was found to have less than 100 dwelling units. Each EA should have approximately 150 dwelling units but it was found that many contained less than that. Thus, in some cases it has been found necessary to add EAs to the original EA to give our minimum requirement of 100 dwelling units in the first stage of primary sampling units (PSUs). PSUs in the Master Sample consist of 100 to 2445 dwelling units. Special dwellings such as all prisoners in prisons, patients in hospitals, people residing in boarding houses and hotels (whether temporary or semi-permanent), guest houses (whether catering or self-catering), schools and churches are excluded from the sample.

The second stage of the sample selection is from the dwelling unit listing. A systematic sample of 10 dwelling units was drawn from each PSU. However, if there was growth of more than 20% in a PSU, then the sample size was increased systematically according to the proportion of growth in the PSU. The same dwellings will be visited on, at most, five different occasions. After this, new dwelling units will be included for interviewing from the same PSU in the Master sample. This means a rotation of 20% of dwelling units each time the LFS is conducted.

## Weights

In practice survey data suffer item and unit non-responses thus increasing sampling errors and introducing bias into the data. There are two main techniques for handling non-response problems, namely re-weighting and imputation. LFS sample is designed in two stages. In the first stage primary sampling units (PSU) are selected with probability proportional to size (PPS) from the census population. The PSU inclusion probability is given by

$$P_{PSU} = \frac{n_{PSU}}{N_{PSU}} \cdot n_s,$$

where  $n_{PSU}$  is the number of households constituting the selected PSU during census fieldwork,  $n_s$  is the number of PSUs per stratum, and  $N_{PSU}$  is the number of households constituting the selected stratum during census fieldwork. For LFS we consider urban and rural strata. In the second stage dwelling units are selected sequentially from each PSU in the sample to form clusters of ten dwelling units. The household inclusion probability per PSU is given by

$$P_{HH} = \frac{n_{HH}}{H_{HH}} r_{HH},$$

where  $n_{HH}$  is the number of selected dwelling units per PSU,  $H_{HH}$  is the number of household in the PSU in question at a particular time different from the census time, and  $r_{HH}$  is the response rate given by  $r_{HH} = \frac{n_{RESP}}{n_T}$  where  $n_{RESP}$  is the number of responding households and  $n_T$  is the total number of visited households per PSU. The adjusted sample weights are now given by

$$W_{HH} = \frac{1}{P_{PSU} P_{HH}}$$

We use a SAS macro called CALMAR developed by some French men to benchmark  $W_{HH}$  to the mid-year estimates. The mid-year estimates are adjusted to give population estimates during survey fieldwork.

### **Estimation and use of standard errors**

The published results of the Labour Force Survey are based on representative probability samples drawn from the South African population, as discussed in the section on sample design. Consequently, all estimates are subject to sampling variability. This means that the (sample) estimates may differ from the figures (i.e. population figures) that would have been produced if the entire South African population had been included in the survey. The measure usually used to indicate the likely difference between a sample estimate and the corresponding population figure is the *standard error* (*SE*), which measures the extent to which an estimate might have varied by chance because only a sample of the population was included. There are about two chances in three that the sample estimate will differ by less than one standard error from the population figure and about 19 chances in 20 that the difference will be less than two standard errors. Another measure of the likely difference is the *relative standard error* (or the *coefficient of relative variation, or CV*) which is defined as the standard error of the estimate divided by the size of the estimate, and is usually expressed as a percentage.

There are two major factors which influence the value of a standard error. The first factor is the sample size. Generally speaking, the larger the sample size, the more precise (accurate) the estimate and the smaller the standard error. Consequently, in a national household survey such as the LFS, one expects more precise estimates at the national level than at the provincial level due to the larger sample size involved. The second factor is the variability between households of the parameter of the population being estimated, for example, the number of unemployed persons in the household.

For every survey, Statistics South Africa now calculates the standard errors and relative standard errors for a variety of the estimates shown in its publications. Estimates are calculated, not only of various population parameters but also for the many subclasses of the country, which include segregated classes (e.g. explicit strata, such as provinces or urban/rural division or combinations of these) as well as cross-classes (e.g. gender, age groups, gender by age groups). These different subclasses represent a large variety of sample sizes. Smoothing of the calculated standard errors is obtained by fitting regression models to the relative standard errors, which are then represented in graphical form. Given the size of the estimate and the population parameter under consideration, an approximate value of the relative standard error of the estimate can be obtained (read off) from the relevant graph. Multiplication of this approximate value of the relative standard error with the estimate itself then gives an approximate value of the SE of the estimate, viz.

$$(1) \quad SE(\text{estimate}) = CV(\text{estimate}) \times \text{estimate}$$

The formula in this form, however, is not applicable to ratio estimates, such as the unemployment rate, and has to be changed to:

$$(2) \quad SE(\text{ratio estimate}) = CV(\text{ratio estimate}) \times (\text{numerator of ratio estimate})$$

For example:

$$(3) \quad SE(\text{Unemployment rate}) = CV(\text{Unemployment rate}) \times (\text{est. no. of unemployed persons})$$

Note that there are **different graphs** to be used for the different population parameters for obtaining the CV estimate.

The **95% confidence intervals of a population parameter** can be obtained as follows:

$$\text{lower 95\% confidence limit of a population parameter} = \text{estimate} - 1.96 * SE(\text{estimate})$$

and

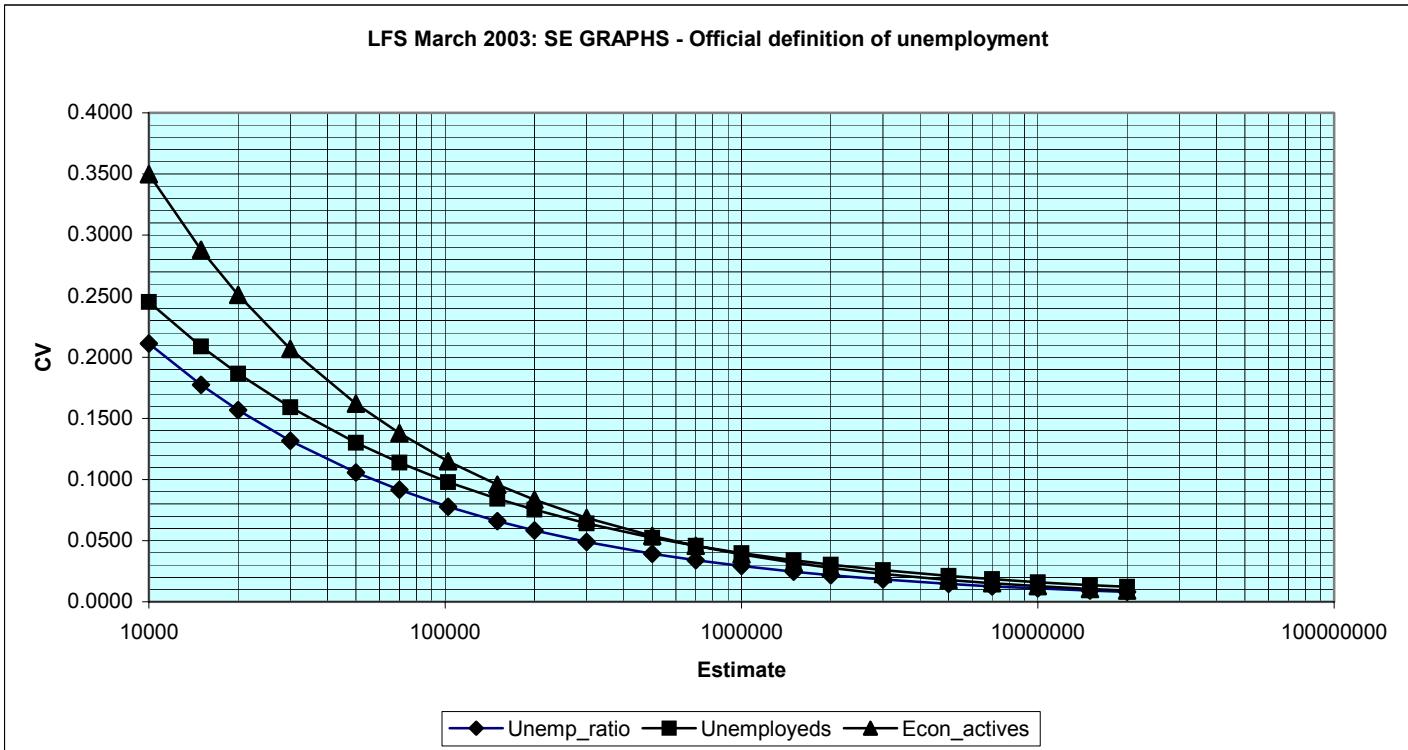
$$\text{upper 95\% confidence limit of a population parameter} = \text{estimate} + 1.96 * SE(\text{estimate}).$$

The *confidence coefficient*, i.e. 95%, of a 95% confidence interval of a population parameter could be interpreted as the success rate of the calculated confidence interval, viz.

$$\{\text{estimate} - 1.96 * SE(\text{estimate}); \quad \text{estimate} + 1.96 * SE(\text{estimate})\}$$

to include or to contain the value of the population parameter.

## Example:



Calculating the standard error of the unemployed according to the official definition. Note that the estimated number of unemployed is 4525 000. Mark this on the graph and read off the corresponding coefficient of variation. In our case it is 0,0181 and 0,0129 for the unemployed and unemployment rate respectively.

Applying formula (1) the standard error for the unemployed will be  $0,0208 \times 5250\ 000 = 108\ 950$ .

Applying formula (2) the standard error for the unemployment rate will be  $0,0143 \times 31,2 = 0,45$

This implies that the 95% confidence intervals of the unemployed and the unemployment rate are  $5250\ 000 \pm (1,96 \times 108\ 950)$  and  $31,2 \pm (1,96 \times 0,45)$  respectively. The graphs are attached as appendices 1 and 2.

To calculate your own standard errors you will need the PSU number and the strata. This can be obtained by linking the file Stratum\_PSU with the Person or Worker file.

## DATA FILE: PERSON

*Unique number (UqNr)*  
Unique Household Identifier

(@ 1 13.)

Note: This is the unique household identifier which can be used to link data from this file with data for the same household from other files.

*Person number (PersonNr)*

(@14 2.)

Person (respondent) number within Household

Valid range: 1 – 29

Note: The two fields above create a 15-digit unique person identifier which can be used to link data from this file with data for the same individuals from other files.

*Province (Prov)*

(@16 1.)

South African provinces

Derived variable: Derived from the first digit of the Unique Number.

Valid range: 1 – 9

#### **Final code list**

1 = Western Cape

2 = Eastern Cape

3 = Northern Cape

4 = Free State

5 = KwaZulu-Natal

6 = North West

7 = Gauteng

8 = Mpumalanga

9 = Limpopo

#### **FLAP**

*Stayed Nights (B\_4Night)*

(@17 1.)

B. Has ..... stayed here (*in this household*) for at least four nights on average per week during the last four weeks?

<b>B</b>	<b>Has ..... stayed here (in this household) for at least four nights on average per week during the last four weeks?</b> 1 = YES 2 = No → <b>End of questions for this person</b>
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#### **Note to users**

This question is asked for each person found in the selected dwelling. Those who are not household members (those who haven't spent at least four nights per week) would be eliminated on the second category (2 = No). The instruction in this question is to end the interview with those who have answered "No" in this question. It is through this question where household members are identified within the selected dwelling.

#### **Universe**

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview.

#### **Final code list**

1 = Yes

*Stayed September (B\_Sept02)*

(@18 1.)

B2. Did ..... stay in this household in September 2002 ?

<b>B.2</b>	<b>Did ..... stay in this household in September 2002?</b> 1 = YES 2 = No
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### Note to users

This question is asked for each person found in the selected dwelling. It seeks to find out if the household members who are present in the household during the survey were also present during the survey conducted in September 2002. It is through this question that permanent household members are identified within the selected dwelling.

### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview.

### Final code list

1 = Yes

2 = No

9 = Unspecified

*Gender (Gender)*

(@ 19 1.)

Is ..... a male or a female?

C	Is ..... a male or a female? 1 = MALE 2 = FEMALE
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### Note to users

This question is asked for all household members, to determine their gender. This question is only applicable if there is a "Yes" in the previous question, which determines whether a person is a household member or not. The enumerators are instructed not to assume the gender of the members of the households by just looking at people's names or physical appearances. In this instance they have to ask the respondent the gender of each member of the household without any assumptions.

### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

### Final code list

1 = Male

2 = Female

9 = Unspecified

*Age (Age)*

(@20 3.)

D. How old is .....? (*In completed years*)

<b>D</b>	<b>How old is .....? (In completed years - In figures only)</b> <i>Less than 1 year = 00.</i>
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### Note to users

This question is asked to find out the age of the household members. This is asked for each member of the household. The instruction is to write the years in whole numbers and not in words. Moreover, these years must be completed, thus if a person is two years and six months, the instruction is to write the two completed years. For those children who are less than a year, the instruction is to write 00.

### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview.

#### Final code list

*Less than 1 year = 0*

Valid range: 0 – 105

Unspecified: 999

*Race (Popgrp)*

(@23 1.)

E. What population group does ..... belong to?

<b>E</b>	<b>What population group does ..... belong to?</b>
	1 = AFRICAN/BLACK
	2 = COLOURED
	3 = INDIAN/ASIAN
	4 = WHITE
	5 = OTHER, <i>specify</i>

### Note to users

This question is asked to determine the population group of persons from the selected dwelling. The respondent must answer for each member without any assumptions. In this instance the enumerator is also instructed not to make any conclusions, which may be influenced by his observation or using people's names during the interview. This question may seem very sensitive to some respondents especially in this post apartheid era, but it is really important to find out the composition of the South African population.

### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview.

#### Final code list

1 = African/Black

2 = Coloured

3 = Indian/Asian

4 = White

9 = Unspecified

## SECTION 1

*Marital status (Q11aMari)*

(@24 1.)

Q1.1a What is .....'s present marital status?

<b>1.1.a</b>	<b>What is .....'s present marital status?</b> 1 = MARRIED OR LIVING TOGETHER AS HUSBAND AND WIFE 2 = WIDOW/WIDOWER 3 = DIVORCED OR SEPARATED 4 = NEVER MARRIED
	→ <b>Go to Q 1.2</b>

#### Note to users

This question is about the marital status of the members of the household. There are different kinds of marriages in South Africa, even if a couple is living together as husband and wife they are regarded to be married. Both modern and traditional marriages are considered in this question.

If the response is widow/widower, divorced or separated and never married the enumerator is instructed to go to Q 1.2, which is on language most often spoken at home.

#### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview.

#### Final code list

- 1 = Married or living together as husband and wife
- 2 = Widow/Widower
- 3 = Divorce or Separated
- 4 = Never married
- 9 = Unspecified

*Spouse/partner (Q11bSpou)*

(@25 1.)

Q1.1b Does .....'s spouse/partner live in this household?

<b>1.1.b</b>	<b>Does .....'s spouse/partner live in this household?</b> 1 = YES 2 = NO
	→ <b>Go to Q 1.2</b>

#### Note to users

This question is only applicable for those people who said "Yes" in (Q 1.1.a), thus "Married or living together as husband and wife". It is through this question that it will be seen on average, in how many households partners live together.

#### Universe

Only those people who are living in the households with their partners.

#### Final code list

- 1 = Yes
- 2 = No
- 8 = Not applicable
- 9 = Unspecified

*Spouse number (Q11cPsnN)*

(@26 2.)

Q1.1c Which person is the spouse/partner of .....?

<b>1.1.c</b>	<b>Which person is the spouse/partner of .....?</b>
<i>Give person number</i>	

#### Note to users

This question is only applicable for those people who said “Yes” in (Q 1.1.a), thus “Married or living together as husband and wife”. It confirms the information on the previous question, which seeks to determine whether couples within the visited household live together or not.

#### Universe

Only applicable to those living in partners within the selected dwelling unit.

#### Final code list

Valid range: 1 – 13

Not applicable: 88

Unspecified: 99

*Language (Q12HLang)*

(@28 2.)

Q1.2 Which language does ..... speak most often at home?

<b>1.2</b>	<b>Which language does ..... speak most often at home?</b>
01 = AFRIKAANS 02 = ENGLISH 03 = ISINDEBELE/SOUTH NDEBELE/NORTH NDEBELE 04 = ISIXHOSA/XHOSA 05 = ISIZULU/ZULU 06 = SEPEDI/NORTHERN SOTHO 07 = SESOTHO/SOUTHERN SOTHO/SOTHO 08 = SETSWANA/TSWANA 09 = SISWATI/SWAZI 10 = TSHIVENDA/VENDA 11 = XITSONGA/TSONGA 12 = OTHER, specify in column	

#### Note to users

This question seeks to determine which language members of the household speak most often at home. South Africa has eleven official languages.

#### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

#### Final code list

01 = Afrikaans

02 = English

03 = Isindebele/South Ndebele/North Ndebele

04 = Isixhosa/Xhosa

05 = Isizulu/Zulu

06 = Sepedi/Northern Sotho

07 = Sesotho/Southern Sotho/Sotho

08 = Setswana/Tswana

- 09 = Siswati/Swazi  
 10 = Tshivenda/Venda  
 11 = Xitsonga/Tsonga  
 12 = Other, Specify in column  
 99 = Unspecified

*Highest education level (Q13aHiEd)*

(@30 2.)

Q1.3.a What is the highest level of education that ..... has completed?

<b>1.3.a</b> <b>What is the highest level of education that ..... has completed?</b> <ul style="list-style-type: none"> <li>00 = NO SCHOOLING</li> <li>01 = GRADE R/0</li> <li>02 = SUB A/GRADE 1</li> <li>03 = SUB B/GRADE 2</li> <li>04 = GRADE 3/STANDARD 1</li> <li>05 = GRADE 4/STANDARD 2</li> <li>06 = GRADE 5/STANDARD 3</li> <li>07 = GRADE 6/STANDARD 4</li> <li>08 = GRADE 7/STANDARD 5</li> <li>09 = GRADE 8/STANDARD 6/FORM 1</li> <li>10 = GRADE 9/STANDARD 7/FORM 2</li> <li>11 = GRADE 10/STANDARD 8/FORM 3</li> <li>12 = GRADE 11/STANDARD 9/FORM 4</li> <li>13 = GRADE 12/STANDARD 10/FORM 5/MATRIC</li> <li>14 = NTC I</li> <li>15 = NTC II</li> <li>16 = NTC III</li> <li><b>17 = DIPLOMA/CERTIFICATE WITH LESS THAN GRADE 12/STD 10</b></li> <li><b>18 = DIPLOMA/CERTIFICATE WITH GRADE 12/STD 10</b></li> <li><b>19 = DEGREE</b></li> <li><b>20 = POSTGRADUATE DEGREE OR DIPLOMA</b></li> <li>21 = OTHER, <i>specify in column</i></li> <li>22 = DON'T KNOW</li> </ul> <p><i>Diplomas or certificates should be of at least six months study duration full time (or equivalent).</i></p> <p><b>If code 17-20 → Go to Q 1.3.b,</b>  <b>If other code → Go to Q 1.4</b></p>
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#### Note to users

This question is applicable to all household members. The enumerators are instructed that it is only those qualifications already obtained which must be entered. That means the current level, whereby a person is still busy with is not applicable. It is very important to complete each record even if the person has not attended school. Moreover the enumerators are instructed that diploma and certificates must be of at least six months duration.

#### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview.

**Final code list**

00 = No schooling  
01 = Grade R/0  
02 = SUB A/GRADE 1  
03 = Sub B/Grade 2  
04 = Grade 3/Standard 1  
05 = Grade 4/Standard 2  
06 = Grade 5/Standard 3  
07 = Grade 6/Standard 4  
08 = Grade 7/Standard 5  
09 = Grade 8/Standard 6/Form 1  
10 = Grade 9/Standard 7/Form 2  
11 = Grade 10/Standard 8/Form 3  
12 = Grade 11/Standard 9/Form 4  
13 = Grade 12/Standard 10/Form 5/Matric  
14 = NTC I  
15 = NTC II  
16 = NTC III  
17 = Diploma/certificate with less than Grade 12/Std 10  
18 = Diploma/certificate with Grade 12/Std 10  
19 = Degree  
20 = Postgraduate degree or diploma  
21 = Other (*specify in column*)  
22 = Don't know  
99 = Unspecified

**Study field (Q13bArea)**

(@32 2.)

Q1.3.b In what area of study was the highest diploma, certificate or degree?

<b>1.3.b</b>	<i>If diploma, certificate or degree (code 17 - 20 in Q 1.3.a):</i> <b>In what area of study was the highest diploma, certificate or degree?</b> <i>Show prompt card 1 - read out categories if necessary</i> 01 = Communication studies and language 02 = Education, training and development 03 = Manufacturing, engineering and technology 04 = Human and social studies 05 = Law, military science and security 06 = Health sciences and social services 07 = Agriculture and nature conservation 08 = Culture and arts 09 = Business, commerce and management studies 10 = Physical, mathematical, computer and life sciences 11 = Services 12 = Physical planning and construction 13 = DON'T KNOW
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**Note for users**

This question applies to the people who have diploma, certificate, degree or postgraduate qualifications (Codes 17 – 20 in Q1.3.a). The interest in this question is in establishing the field of study in which the qualifications have been obtained.

**Universe**

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview with diploma, certificate or degree.

## **Final code list**

- 01 = Communication studies and language
- 02 = Education, training and development
- 03 = Manufacturing, engineering and technology
- 04 = Human and social studies
- 05 = Law, military science and security
- 06 = Health sciences and social services
- 07 = Agriculture and nature conservation
- 08 = Culture and arts
- 09 = Business, commerce and management studies
- 10 = Physical, mathematical, computer and life sciences
- 11 = Services
- 12 = Physical planning and construction
- 13 = Don't know
- 88 = Not applicable
- 99 = Unspecified

### *Skills training (Q14SklTr)*

(@34 1.)

- Q1.4 Has ..... been trained in skills that can be used for work,  
e.g. bookkeeping, security guard training, welding, child minding?

1.4	<p><b>Has ..... been trained in skills that can be used for work, e.g. book-keeping, security guard training, welding, child minding?</b></p> <p>1 = YES 2 = No 3 = DON'T KNOW</p>
	} → <b>Go to Q 1.7.a</b>

## **Note for users**

This question seeks to establish how many people have vocational training because of the increased recognition of the importance of this sort of training. Vocational training can help people earn a living either by getting a (better) paying job or by starting their own businesses. The instruction to the interviewer is to go to Q1.7.a if the answer to this question is NO or DON'T KNOW.

## **Universe**

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

## **Final code list**

- 1 = Yes
- 2 = No
- 3 = Don't know
- 9 = Unspecified

*Length of training (Q15LngTr)*

(@35 2.)

Q1.5 The last time ..... received this type of training, how long did it last?

<b>1.5</b>	<b>The last time ..... received this type of training, how long did it last?</b>
	1 = LESS THAN A WEEK
	2 = 1 WEEK
	3 = MORE THAN 1 WEEK - LESS THAN 2 WEEKS
	4 = 2 WEEKS - LESS THAN A MONTH
	5 = 1 MONTH - LESS THAN 2 MONTHS
	6 = 2 MONTHS - LESS THAN 6 MONTHS
	7 = 6 MONTHS OR MORE
	8 = DON'T KNOW

**Note for users**

The aim of the question is to establish the length of training because some courses provide more skills than others and are of different durations. The length of training is used as a proxy (or indicator) of the value of the course. This question only applies to people who answered "YES" in Q1.4.

**Universe**

All household members in selected dwelling units who received skills training.

**Final code list**

- 1 = Less than a week
- 2 = 1 week
- 3 = More than 1 week – less than 2 weeks
- 4 = 2 weeks – less than a month
- 5 = 1 month – less than 2 months
- 6 = 2 months – less than 6 months
- 7 = 6 months or more
- 8 = Don't know
- 88 = Not applicable
- 99 = Unspecified

*Field of training (Q16FldTr)*

(@37 2.)

Q1.6 In what field was the training the last time ..... received this type of training?

<b>1.6</b>	<b>In what field was the training the last time ..... received this type of training?</b>
	<i>Show prompt card 1 - read out categories if necessary</i>
	01 = Communication studies and language
	02 = Education, training and development
	03 = Manufacturing, engineering and technology
	04 = Human and social studies
	05 = Law, military science and security
	06 = Health sciences and social services
	07 = Agriculture and nature conservation
	08 = Culture and arts
	09 = Business, commerce and management studies
	10 = Physical, mathematical, computer and life sciences
	11 = Services
	12 = Physical planning and construction
	13 = DON'T KNOW

**Note for users**

This question applies to the people who received skills training as indicated in Q1.4. The interest in this question is in establishing the field in which the people have been trained.

**Universe**

All household members in selected dwelling units who received skills training.

**Final code list**

- 01 = Communication studies and language
- 02 = Education, training and development
- 03 = Manufacturing, engineering and technology
- 04 = Human and social studies
- 05 = Law, military science and security
- 06 = Health sciences and social services
- 07 = Agriculture and nature conservation
- 08 = Culture and arts
- 09 = Business, commerce and management studies
- 10 = Physical, mathematical, computer and life sciences
- 11 = Services
- 12 = Physical planning and construction
- 13 = Don't know
- 88 = Not applicable
- 99 = Unspecified

*Ability to read (Q17aRead)*

(@39 1.)

Q1.7.a Can ..... read in at least one language?

<b>1.7.a</b>	<b>Can ..... read in at least one language?</b>
	1 = YES
	2 = No

**Note to users**

This question is on literacy of the members of the household. It is applicable to each member of the household. A person who is considered to read must be able to read a paragraph of at least one hundred words. That means a person who can only read his name and surname is not regarded as being able to read.

**Universe**

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

**Final code list**

- 1 = Yes
- 2 = No
- 9 = Unspecified

*Ability to write (Q17bWrit)*

(@40 1.)

Q1.7.b Can ..... write in at least one language?

<b>1.7.b</b>	<b>Can ..... write in at least one language?</b>
	1 = YES
	2 = No

#### Note to users

This question is on literacy of the members of the household. It is applicable to each member of the household. A person who is considered to write must be able to write a paragraph of at least one hundred words. That means a person who can only write his name and surname is not regarded as being able to write.

#### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

#### Final code list

1 = Yes

2 = No

9 = Unspecified

*Education institution attended (Q18EduIn)*

(@41 1.)

Q1.8 Which of the following educational institutions, if any, does ..... currently attend?

<b>1.8</b>	<b>Which of the following educational institutions, if any, does ..... currently attend?</b>
	<i>Include distance and correspondence education</i>
	1 = School
	2 = University
	3 = Technikon
	4 = College
	5 = Adult basic education and training/literacy classes
	6 = Other adult education classes
	7 = Other than any of the above
	8 = None
	→ <b>Go to Q 1.11</b>

#### Note for users

This question is asked for all persons in the household. This question also applies to distance and correspondence learning, be it on a full-time or part-time basis. It also includes those children that are studying at home, or are being taught by their parents. If the person is currently not studying (code 8), the instruction is to go to Q1.11.

#### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

#### Final code list

1 = School

2 = University

3 = Technikon

4 = College

5 = Adult basic education and training/literacy classes

6 = Other adult education classes

7 = Other than any of the above

8 = None

9 = Unspecified

*Time (Q19FullP)*

(@42 1.)

Q1.9 Is this full time or part-time?

<b>1.9</b>	<b>Is this full time or part-time?</b>
	1 = FULL TIME
	2 = PART-TIME

#### Note for users

The question is applicable to people who are currently attending an educational institution and is aimed at establishing if the training is on a full-time or part-time basis.

#### Universe

All members of the households in selected dwellings that are currently attending an educational institution.

#### Final code list

1 = Full-time

2 = Part-time

8 = Not applicable

9 = Unspecified

*Attending classes or distance learning (Q110DLrn)*

(@43 1.)

Q1.10 Is ..... mainly studying through attending classes or through distance learning?

<b>1.10</b>	<b>Is ..... mainly studying through attending classes or through distance learning?</b>
	1 = ATTENDING CLASSES
	2 = DISTANCE LEARNING

#### Note for users

The question is aimed at finding out whether the people who are currently attending an educational institution receive their training through attending classes or through distance learning. Distance learning refers to a situation where the learners do not have direct contact with the teachers/lecturers, they communicate through mail and other methods such as email.

#### Universe

All members of the households in selected dwellings that are currently attending an educational institution.

#### Final code list

1 = Attending classes

2 = Distance learning

8 = Not applicable

9 = Unspecified

*Fetching water (Q111FetW)*

(@44 1.)

Q1.11 In the last seven days, did ..... spend at least one hour fetching water for home use (not for sale)?

<b>1.11</b>	<b>In the last seven days, did ..... spend at least one hour fetching water for home use (not for sale)?</b>
	1 = YES
	2 = No                      → Go to Q 1.13

### Note to users

This question is asked to all members of the household, but only applicable in the seven days prior the interview. The number of hours is calculated throughout the seven days. Even if a person can spend as little time as possible to collect water per week, as long as the minutes add up to one hour per week she/he qualifies. The instruction in this question is that the water that is collected should not be for sale. If the answer is “No” a person should skip to Q 1.13.

### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

### Final code list

1 = Yes

2 = No

9 = Unspecified

*Hours spent (Q112HrsW)*

(@45 2.)

Q1.12 How many hours did ..... spend on fetching water in the last seven days?

1.12	How many hours did ..... spend on fetching water in the last seven days?
------	--

### Note to users

This question is asked to all members of the household, but only applicable in the seven days prior the interview. The number of hours is calculated throughout the seven days. This question is only applicable if there is a “Yes” in the previous question (Q 1.1).

### Universe

All members of the households in selected dwelling units who collected water in the seven days prior the interview.

### Final code list

Valid range: 1 - 56

Not applicable: 88

Unspecified: 99

*Fetching wood/dung (Q113FetD)*

(@47 1.)

Q1.13 In the last seven days, did ..... spend at least one hour fetching wood/dung for home use (not for sale)?

1.13	In the last seven days, did ..... spend at least one hour fetching wood/dung for home use (not for sale)?  1 = YES 2 = NO → Go to Q 1.15
------	---

### Note to users

This question is asked to all members of the household, but only applicable in the seven days prior the interview. The number of hours is calculated throughout the seven days. Even if a person can spend as little time as possible to collect wood/dung per week, as long as the minutes add up to one hour per week she qualifies. The instruction in this question is that the wood/dung collected should not be for sale. If the answer is “No” a person should skip to Q 1.15.

### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

**Final code list**

1 = Yes

2 = No

9 = Unspecified

*Hours spent (Q114HrsD)*

(@48 2.)

Q1.14 How many hours did ..... spend on fetching wood/dung in the last seven days?

<b>1.14</b>	<b>How many hours did ..... spend on fetching wood/dung in the last seven days?</b>
-------------	---

**Note to users**

This question is asked to all members of the household who collected wood/dung in the seven days prior the interview. The number of hours is calculated throughout the seven days. This question is only applicable if there is a “Yes” in the previous question (Q 1.13).

**Universe**

All members of the households in selected dwelling units who collected wood/dung in the seven days prior the interview.

**Final code list**

Valid range: 1 – 60

Not applicable: 88

Unspecified: 99

*Medical Aid cover (Q116Medi)*

(@50 1.)

Q1.16 Is ..... covered by a medical aid or medical benefit scheme or other private health insurance?

<b>1.16</b>	<b>Is ..... covered by a medical aid or medical benefit scheme or other private health insurance?</b>
	1 = YES
	2 = NO
	3 = DON'T KNOW

**Note for users**

This question looks at coverage by medical aid schemes. Even if the person is not a principal member of the medical scheme or any other health insurance but is covered under it, the response was recorded as a “YES”

**Universe**

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

**Final Code list**

1 = Yes

2 = No

3 = Don't know

9 = Unspecified

*Illnesses or injuries (Q117Inju)*

(@51 1.)

Q1.17 During the past month, did ..... suffer from any illnesses or injuries?

<b>1.17</b>	<b>During the past month, did ..... suffer from any illnesses or injuries?</b>
	1 = YES
	2 = NO                      → Go to Q 1.23

### Note for users

The question applies to all members of households in selected dwelling units. The instruction for the interviewer is to skip questions that are not applicable to the person who did not suffer from any illness or injuries in the month prior the interview and go to Q1.23.

### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

### Final Code list

1 = Yes

2 = No

9 = Unspecified

### *Types of illnesses or injuries*

Q1.18 What sort of illnesses or injuries did..... suffer from?

<b>1.18</b>	<b>What sort of illnesses or injuries did ..... suffer from? Was it ....</b>
	<p>01 = Flu or acute respiratory tract infection 02 = Diarrhoea 03 = Severe trauma (<i>e.g. due to violence, motor vehicle accident, gunshot, assault, beating</i>) 04 = TB or severe cough with blood 05 = Abuse of alcohol or drugs 06 = Depression or mental illness 07 = Diabetes 08 = High or low blood pressure 09 = HIV/AIDS 10 = Other sexually transmitted disease 11 = Other illness or injury, <i>specify in column</i></p>

### Note for users

This question only applies to people who have a “Yes” response in Q1.17. The interest is on the type of illness or injuries the people suffered from in the month prior the interview. There are various categories given and the interviewer is supposed to ask if a person suffered each of the illnesses and injuries given. For any illness or injury that is not specified there is an allowance to specify it. None of the categories should be left blank, thus each category should either have a “Yes” or “No” response.

### Universe

All members of the households in selected dwelling units who suffered from illnesses or injuries during a month before the interview.

### Final Code list

*Flu or acute respiratory tract infection (Q118Flu)*

(@52 1.)

1 = Yes

2 = No

8 = Not applicable

9 = Unspecified

*Diarrhoea (Q118Diar)*

(@53 1.)

1 = Yes

2 = No  
8 = Not applicable  
9 = Unspecified

*Severe trauma (e.g. due to violence, motor vehicle accident, gunshot, assault, beating) (Q118Trau)* (@54 1.)

1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

*TB or severe cough with blood (Q118TB\_C)* (@55 1.)

1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

*Abuse of alcohol or drugs (Q118Subs)* (@56 1.)

1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

*Depression or mental illness (Q118Depr)* (@57 1.)

1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

*Diabetes (Q118Diab)* (@58 1.)

1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

*High or low blood pressure (Q118Bloo)* (@59 1.)

1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

*HIV/AIDS (Q118HIV\_)* (@60 1.)

1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

*Other sexually transmitted disease (Q118SexD)* (@61 1.)

1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

*Other illness or injury, specify in column (Q118Othr)*

(@62 1.)

1 = Yes

2 = No

8 = Not applicable

9 = Unspecified

*Consult (Q119Cons)*

(@63 1.)

Q1.19 During the past month, did ..... consult a health worker such as a nurse, doctor or traditional healer as a result of illness or injury?

<b>1.19</b>	<b>During the past month, did ..... consult a health worker such as a nurse, doctor or traditional healer as a result of illness or injury?</b>
	1 = YES 2 = No                      → <b>Go to Q 1.22</b>

#### Note for users

The question seeks to find out if the people who were sick in the month prior the interview consulted a health worker. If a person was sick but did not consult a health worker the instruction for the interviewer is to go to Q1.22.

#### Universe

All members of the households in selected dwelling units who suffered from illnesses or injuries during a month before the interview.

#### Final Code list

1 = Yes

2 = No

8 = Not applicable

9 = Unspecified

*Health worker (Q120TypH)*

(@64 2.)

Q1.2 0 What kind of health worker was it?

<b>1.20</b>	<b>What kind of health worker was it?</b> <i>If more than one consultation, ask about the most recent.</i>
	1 = NURSE 2 = DOCTOR 3 = MEDICAL SPECIALIST 4 = PHARMACIST/CHEMIST 5 = DENTIST 6 = SPIRITUAL HEALER (CHURCH RELATED) 7 = TRADITIONAL HEALER 8 = ANY OTHER HEALTH CARE PROVIDER <i>Including psychologist, physiotherapist, chiropractor, homeopath, optometrist</i> 9 = DON'T KNOW

#### Note for users

The question aims at establishing the kind of health workers consulted by the people who were sick and consulted a health worker. Health workers include spiritual and traditional healers. If in a month prior the interview a person consulted more than one health worker, the instruction is to record the most recent consultation.

#### Universe

All members of the households in selected dwelling units who suffered from illnesses or injuring during a month before the interview.

#### Final Code list

- 1 = Nurse
- 2 = Doctor
- 3 = Medical specialist
- 4 = Pharmacist/Chemist
- 5 = Dentist
- 6 = Spiritual healer (Church related)
- 7 = Traditional healer
- 8 = Any other health care provider (including Psychologist, Physiotherapist, Chiropractor, Homeopath, Optometrist)
- 9 = Don't know
- 88 = Not applicable
- 99 = Unspecified

*Consultation place (Q121Cons)*

(@66 2.)

Q1.21 Where did consultation take place?

<b>1.21</b>	<b>Where did the consultation take place?</b> If more than one consultation, ask about the most recent.  <b>Public sector (i.e. government, provincial or community institution)</b> 01 = HOSPITAL 02 = CLINIC 03 = OTHER IN PUBLIC SECTOR, <i>specify</i>  <b>Private sector (including private clinics, surgery, private hospitals and sangomas)</b> 04 = HOSPITAL 05 = CLINIC 06 = PRIVATE DOCTOR/SPECIALIST 07 = TRADITIONAL HEALER 08 = PHARMACY/CHEMIST 09 = HEALTH FACILITY PROVIDED BY EMPLOYER 10 = ALTERNATIVE MEDICINE, E.G. HOMEOPATHIST 11 = OTHER IN PRIVATE SECTOR, <i>specify</i> 12 = DON'T KNOW  → Go to Q 1.23
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#### Note for users

The question seeks to determine whether the consultation was in the public sector (i.e. either a government, provincial or community institution) or private sector (these include private clinics, surgery, private hospitals, sangomas and traditional healers). In cases of more than one consultation, the most recent consultation applies.

#### Universe

All members of the households in selected dwelling units who suffered from illnesses or injuring during a month before the interview.

#### Final Code list

**Public sector (i.e. government, provincial or community institution)**

01 = Hospital

02 = Clinic

03 = Other in public sector, *specify*

**Private sector** (*including private clinics, surgery, private hospitals and sangomas*)

04 = Hospital

05 = Clinic

06 = Private doctor/specialist

07 = Traditional healer

08 = Pharmacy/chemist

09 = Health facility provided by employer

10 = Alternative medicine, e.g. Homeopath

11 = Other in private sector, *specify*

88 = Not applicable

99 = Unspecified

*Why not consult (Q122Ynot)*

(@68 1.)

Q1.22 Why did ..... not consult any health worker during the past month?

<b>1.22</b>	<b>Why did ..... not consult any health worker during the past month?</b>
	1 = TOO EXPENSIVE
	2 = TOO FAR
	3 = OTHER, <i>specify</i>
	4 = DON'T KNOW

#### Note for users

This question applies to the people who were sick in a month prior the interview but did not consult a health worker. It seeks the reasons why they did not consult a health worker.

#### Universe

All members of the households in selected dwelling units who suffered from illnesses or injuring during a month before the interview but did not consult any health worker.

#### Final Code list

1 = Too expensive

2 = Too far

3 = Other, *specify*

4 = Don't know

8 = Not applicable

9 = Unspecified

*Disability (Q123Disa)*

(@69 1.)

Q1.23 Is ..... limited in his/her daily activities, at home, at work or at school, because of a long-term physical or mental condition lasting six months or more?

<b>1.23</b>	<b>Is ..... limited in his/her daily activities, at home, at work or at school, because of a long-term physical or mental condition, lasting six months or more?</b>
	1 = YES
	2 = NO                    → Go to Section 2

#### Note for users

This question applies to all persons in the households in selected dwelling units and attempts to establish the level of disability in the communities. If the answer is "No" the instruction is to go to Section 2.

## **Universe**

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview.

## **Final Code list**

1 = Yes

2 = No

9 = Unspecified

Q1.24 What difficulties does ..... have? Is it

<b>1.24</b>	<b>What difficulty or difficulties does ..... have? Is it .....</b>
	1 = Sight ( <i>blind/severe visual limitation</i> )
	2 = Hearing ( <i>deaf, profoundly hard of hearing</i> )
	3 = Communicating ( <i>speech impairment</i> )
	4 = Physical ( <i>e.g. needs wheel chair, crutches or prosthesis; limb or hand usage limitation</i> )
	5 = Intellectual ( <i>serious difficulties in learning, mental retardation</i> )
	6 = Emotional ( <i>behavioural, psychological problems</i> )
	7 = Other, specify in column

## **Note for users**

This question only applies to people who are limited in their daily activities as indicated in Q1.23. The interest is on the type of difficulty or difficulties. There are various categories given and the interviewer is supposed to ask if a person experiences each of the difficulties provided. For any difficulty that is not specified there is a provision to specify it. None of the categories should be left blank, thus each category should either have a “Yes” or “No” response.

## **Universe**

All members of the households in selected dwelling units with disabilities.

## **Final Code list**

1. Sight (*blind/severe visual limitation*) (*Q124Sigh*) (@70 1.)

1 = Yes

2 = No

8 = Not applicable

9 = Unspecified

2. Hearing (*deaf, profoundly hard of hearing*) (*Q124Hear*) (@71 1.)

1 = Yes

2 = No

8 = Not applicable

9 = Unspecified

3. Communicating (*speech impairment*) (*Q124Spee*) (@72 1.)

1 = Yes

2 = No

8 = Not applicable

9 = Unspecified

4. Physical (*e.g. needs wheel chair, crutches or prosthesis; limb or hand usage limitation*) (*Q124Phys*) (@73 1.)

1 = Yes

2 = No  
8 = Not applicable  
9 = Unspecified

5. Intellectual (*serious difficulties in learning, mental retardation*) (*Q124Ment*)

(@74 1.)

1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

6. Emotional (*behavioural, psychological problems*) (*Q124Emot*)

(@75 1.)

1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

7. Other, specify in column (*Q124Othr*)

(@76 1.)

1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

*STRATUM (Stratum)*

(@77 2.)

Derived variable: Derived from *Type* per Province

Valid range: 1 – 18

#### **Final code list**

1 = Western Cape – urban  
2 = Western Cape – non-urban  
3 = Eastern Cape – urban  
4 = Eastern Cape- non-urban  
5 = Northern Cape – urban  
6 = Northern Cape – non-urban  
7 = Free State – urban  
8 = Free State – non-urban  
9 = KwaZulu-Natal – urban  
10 = KwaZulu-Natal – non-urban  
11 = North West – urban  
12 = North West – non-urban  
13 = Gauteng – urban  
14 = Gauteng – non-urban  
15 = Mpumalanga – urban  
16 = Mpumalanga – non-urban  
17 = Limpopo – urban  
18 = Limpopo – non-urban

*PSU (psu)*

(@79 7.)

Primary sampling unit

Valid range: 1011001 - 9312247

*WEIGHT (person\_wgt)*

(@86 8.4)

## Person weight

Derived variable: as explained on pages 2 and 3.

Valid range: 54.76441777 – 3967.7509585

## DATA FILE: WORKER

(Particulars of each person 15 years and above in the household)

### *Unique number (UqNr)*

(@ 1 13.)

Note: This is the unique household identifier which can be used to link data from this file with data on the same households from other files.

### *Person number (PersonNr)*

(@14 2.)

Person (respondent) number

Valid range: 1 – 22

Note: The two fields above create a unique person identifier of 15 digits, which can be used to link data from this file with data on the same individuals from other files.

### *Province (Prov)*

(@16 1.)

South African provinces

Derived variable: Derived from the first digit of the Unique Number.

Valid range: 1 – 9

### Final code list

1 = Western Cape

2 = Eastern Cape

3 = Northern Cape

4 = Free State

5 = KwaZulu-Natal

6 = North West

7 = Gauteng

8 = Mpumalanga

9 = Limpopo

### *Stayed Nights (B\_4Night)*

(@17 1.)

B1. Has ..... stayed here for at least four nights on average per week during the last four weeks?

<b>B</b>	<b>Has ..... stayed here (in this household) for at least four nights on average per week during the last four weeks?</b> 1 = YES 2 = NO → <b>End of questions for this person</b>
----------	--

### Note to users

This question is asked for each person found in the selected dwelling. Those who are not household members (those who haven't spent at least four nights per week) would be eliminated on the second category (2 = No). The instruction in this question is to end the interview with those who have answered "No" in this question. It is through this question where household members are identified within the selected dwelling.

### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

### Final code list

1 = Yes

*Gender (Gender)*

Flap C. Is ..... a male or a female?

(@18 1.)

<b>C</b>	<b>Is ..... a male or a female?</b>
	1 = MALE
	2 = FEMALE

**Note to users**

This question is asked for all household members, to determine their gender. This question is only applicable if there is a “Yes” in the previous question, which determines whether a person is a household member or not. The enumerators are instructed not to assume the gender of the members of the households by just looking at people’s names or physical appearances. In this instance they have to ask the respondent the gender of each member of the household without any assumptions.

**Universe**

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

**Final code list**

1 = Male

2 = Female

9 = Unspecified

*Age (Age)*

Flap D. How old is .....? (*In completed years*)

(@19 3.)

<b>D</b>	<b>How old is .....? (<i>In completed years - In figures only</i>)</b>
	Less than 1 year = 00.

**Note to users**

This question is asked to find out the age of the household members. This is asked for each member of the household. The instruction is to write the years in whole numbers and not in words. Moreover, these years must be completed, thus if a person is two years and six months, the instruction is to write the two completed years. For those children who are less than a year, the instruction is to write 00.

**Universe**

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

**Final code list**

Valid range: 15 – 105

Unspecified: 999

*Race (popgrp)*

Flap E. What population group does ..... belong to?

(@22 1.)

<b>E</b>	<b>What population group does ..... belong to?</b>
	1 = AFRICAN/BLACK

2 = COLOURED
3 = INDIAN/ASIAN
4 = WHITE
5 = OTHER, <i>specify</i>

#### Note to users

This question is asked to determine the population group of persons from the selected dwelling. The respondent must answer for each member without any assumptions. In this instance the enumerator is also instructed not to make any conclusions, which may be influenced by his observation or using people's names during the interview. This question may seem very sensitive to some respondents especially in this post apartheid era, but it is really important to find out the composition of the South African population.

#### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

#### Final code list

- 1 = African/Black
- 2 = Coloured
- 3 = Indian/Asian
- 4 = White
- 9 = Unspecified

#### Highest education level (Q13aHiEd)

(@23 2.)

Q1.3.a What is the highest level of education that ..... has completed?

<b>1.3.a</b>	<b>What is the highest level of education that ..... has completed?</b>
	<ul style="list-style-type: none"> <li>00 = NO SCHOOLING</li> <li>01 = GRADE R/0</li> <li>02 = SUB A/GRADE 1</li> <li>03 = SUB B/GRADE 2</li> <li>04 = GRADE 3/STANDARD 1</li> <li>05 = GRADE 4/STANDARD 2</li> <li>06 = GRADE 5/STANDARD 3</li> <li>07 = GRADE 6/STANDARD 4</li> <li>08 = GRADE 7/STANDARD 5</li> <li>09 = GRADE 8/STANDARD 6/FORM 1</li> <li>10 = GRADE 9/STANDARD 7/FORM 2</li> <li>11 = GRADE 10/STANDARD 8/FORM 3</li> <li>12 = GRADE 11/STANDARD 9/FORM 4</li> <li>13 = GRADE 12/STANDARD 10/FORM 5/MATRIC</li> <li>14 = NTC I</li> <li>15 = NTC II</li> <li>16 = NTC III</li> <li><b>17 = DIPLOMA/CERTIFICATE WITH LESS THAN GRADE 12/STD 10</b></li> <li><b>18 = DIPLOMA/CERTIFICATE WITH GRADE 12/STD 10</b></li> <li><b>19 = DEGREE</b></li> <li><b>20 = POSTGRADUATE DEGREE OR DIPLOMA</b></li> <li>21 = OTHER, <i>specify in column</i></li> <li>22 = DON'T KNOW</li> </ul>

*Diplomas or certificates should be of at least six months study duration full time (or equivalent).*

**If code 17-20** → Go to Q 1.3.b,

**If other code** → Go to Q 1.4

#### Note to users

This question is applicable to all household members. The enumerators are instructed that it is only those qualifications already obtained which must be entered. That means the current level, whereby a person is still busy with is not applicable. It is very important to complete each record even if the person has not attended school. Moreover the enumerators are instructed that diploma and certificates must be of at least six months duration.

#### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

#### Final code list

00 = No schooling

01 = Grade R/0

02 = SUB A/GRADE 1

03 = Sub B/Grade 2

04 = Grade 3/Standard 1

05 = Grade 4/Standard 2

06 = Grade 5/Standard 3

07 = Grade 6/Standard 4

08 = Grade 7/Standard 5

09 = Grade 8/Standard 6/Form 1

10 = Grade 9/Standard 7/Form 2

11 = Grade 10/Standard 8/Form 3

12 = Grade 11/Standard 9/Form 4

13 = Grade 12/Standard 10/Form 5/Matric

14 = NTC I

15 = NTC II

16 = NTC III

17 = Diploma/certificate with less than Grade 12/Std 10

18 = Diploma/certificate with Grade 12/Std 10

19 = Degree

20 = Postgraduate degree or diploma

21 = Other (*specify in column*)

22 = Don't know

99 = Unspecified

#### Study field (Q13bArea)

(@25 2.)

Q1.3.b In what area of study was the highest diploma, certificate or degree?

<b>1.3.b</b>	<p><i>If diploma, certificate or degree (code 17 - 20 in Q 1.3.a):</i></p> <p><b>In what area of study was the highest diploma, certificate or degree?</b></p> <p><i>Show prompt card 1 - read out categories if necessary</i></p> <p>01 = Communication studies and language 02 = Education, training and development 03 = Manufacturing, engineering and technology 04 = Human and social studies 05 = Law, military science and security 06 = Health sciences and social services</p>
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07 = Agriculture and nature conservation
08 = Culture and arts
09 = Business, commerce and management studies
10 = Physical, mathematical, computer and life sciences
11 = Services
12 = Physical planning and construction
13 = DON'T KNOW

#### Note to users

This question applies to the people who have diploma, certificate, degree or postgraduate qualifications (Codes 17 – 20 in Q1.3.a). The interest in this question is in establishing the field of study in which the qualifications have been obtained.

#### Universe

All members of the households in selected dwelling units with diploma, certificate, degree and postgraduate degree or diploma.

#### Final code list

- 01 = Communication studies and language
- 02 = Education, training and development
- 03 = Manufacturing, engineering and technology
- 04 = Human and social studies
- 05 = Law, military science and security
- 06 = Health sciences and social services
- 07 = Agriculture and nature conservation
- 08 = Culture and arts
- 09 = Business, commerce and management studies
- 10 = Physical, mathematical, computer and life sciences
- 11 = Services
- 12 = Physical planning and construction
- 13 = Don't know
- 88 = Not applicable
- 99 = Unspecified

#### Skills training (Q14SkITr)

((@27 I.)

Q1.4 Has ..... been trained in skills that can be used for work, e.g. book-keeping, security guard training, welding, child minding?

1.4	Has ..... been trained in skills that can be used for work, e.g. book-keeping, security guard training, welding, child minding?
	1 = YES 2 = No 3 = DON'T KNOW } → Go to Q 1.7.a

#### Note to users

This question seeks to establish how many people have vocational training because of the increased recognition of the importance of this sort of training. Vocational training can help people earn a living either by getting a (better) paying job or by starting their own businesses. The instruction to the interviewer is to go to Q1.7.a if the answer to this question is "NO" or "DON'T KNOW".

#### Universe

Every person who has stayed in the households in selected dwelling units at least four nights a week in the four weeks prior the interview

#### Final code list

1 = Yes

2 = No

3 = Don't know

9 = Unspecified

## SECTION 2

Note: This section was only asked to people aged 15 years and above.

*Person responding (Q20SelfR)*

(@28 1.)

Q2.0 Is the person him/herself responding to questions?

<b>2.0</b>	<i>Interviewer to answer</i> <b>Is the person him/herself responding to questions?</b> 1 = YES 2 = No
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#### Note to users

This is for the enumerator to answer. It is recommended that if all the members of the household, who qualify for this section, are present they should answer for themselves. It is through this question that the accuracy of the information received can be qualified, as it would reflect whether people answered for themselves or a proxy responded on their behalf.

#### Universe

All members of the households in selected dwelling units who are aged 15 years and older.

#### Final code list

1 = Yes

2 = No

9 = Unspecified

Q2.1 In the last seven days, did ..... do any of the following activities, even for Only one hour?

<b>2.1</b>	<p><b>In the last seven days, did ..... do any of the following activities, even for only one hour? Show prompt card 2.</b></p> <p><b>a) Run or do any kind of business, big or small, for himself/herself or with one or more partners?</b></p> <p><i>Examples: Selling things, making things for sale, repairing things, guarding cars, brewing beer, hairdressing, crèche businesses, taxi or other transport business, having a legal or medical practice, etc.</i></p> <p><b>b) Do any work for a wage, salary, commission or any payment in kind (<u>excl. domestic work</u>)?</b></p> <p><i>Examples: a regular job, contract, casual or piece work for pay, work in exchange for food or housing.</i></p> <p><b>c) Do any work as a domestic worker for a wage, salary, or any payment in kind?</b></p> <p><i>Examples: Help to sell things, make things for sale or exchange, doing the accounts, cleaning up for the business, etc. Don't count normal housework.</i></p> <p><b>d) Help unpaid in a family business of any kind?</b></p> <p><i>Examples: Help to sell things, make things for sale or exchange, doing the accounts, cleaning up for the business, etc. Don't count normal housework.</i></p> <p><b>e) Do any work on his/her own or the family's plot, farm, food garden, cattle post or kraal or help in growing farm produce or in looking after animals for the household?</b></p>
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	<p><i>Examples: ploughing, harvesting, looking after livestock.</i></p> <p><b>f) Do any construction or major repair work on his/her own home, plot, cattle post or business or those of the family?</b></p> <p><b>g) Catch any fish, prawns, shells, wild animals or other food for sale or family food?</b></p> <p><b>h) Beg for money or food in public?</b></p>
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#### Note to users

This question is applicable to all household members aged 15 and above, regarding their involvement in the economic activities in the seven days prior the interview. This is part of the questionnaire where there would be a differentiation between economically active population and those who are not economically active. The instruction to the enumerators is that these activities must be for at least one hour within the seven days. In order to be certain that the categories have been answered there should either be “Yes” or “No” in all of them. Most importantly, is that if there is “Yes” to any part of this question there should be skip to Section 4. If all the categories are “No” there should be a continuation to the next question.

#### Universe

All members of the households in selected dwelling units who are aged 15 years and above

#### Final code list

*Own business (Q21aOwnB)*

(@29 1.)

a. Run or do any kind of business, big or small for himself/herself or with one or more partners?

1 = Yes

2 = No

9 = Unspecified

*Paid work (Q21bPaid)*

(@30 1.)

b. Do any work for a wage, salary, commission or any payment in kind?

1 = Yes

2 = No

9 = Unspecified

*Domestic work (Q21cDome)*

(@31 1.)

c. Do any work as a domestic worker for a wage, salary, or any payment in kind?

1 = Yes

2 = No

9 = Unspecified

*Unpaid work (Q21dUnPd)*

(@32 1.)

d. Help unpaid in a household business of any kind?

1 = Yes

2 = No

9 = Unspecified

*Farm work (Q21eFarm)*

(@33 1.)

e. Do any work on his/her own or the household’s plot, farm, food garden, cattle post or kraal or help in growing farm produce or in looking after animals for the household?

1 = Yes

2 = No

9 = Unspecified

*Construction or major repair work (Q21fCons)*

(@34 1.)

f. Do any construction or major repair work on his/her own home, plot, cattle post or business or those of the household?

1 = Yes

2 = No

9 = Unspecified

*Catch food (Q21gCtch)*

(@35 1.)

g. Catch any fish, prawns, shells, wild animals or other food for sale or household food?

1 = Yes

2 = No

9 = Unspecified

*Beg for money of food (Q21hBeg)*

(@36 1.)

h. Beg for money or food in public?

1 = Yes

2 = No

9 = Unspecified

*Have work (Q22HaveW)*

(@37 1.)

Q2.2 Even though ..... did not do any of these activities in the last seven days, does he/she have a job, business, or other economic or farming activity that he/she will definitely return to?

**2.2 If "No" to all parts of Question 2.1**

**Even though ..... did not do any of these activities in the last seven days, does he/she have a job, business, or other economic or farming activity that he/she will definitely return to?**

*For agricultural activities, the off season in agriculture is not a temporary absence.*

1 = YES

2 = No

→**Go to Section 3**

### Note to users

This is only applicable to household members who answered "No" to all the categories in Q 2.1. The main intention of this question is to qualify whether people have not done anything in the last seven days as it has been reflected in the previous question. The enumerators are instructed that for agricultural activities, any off-season in that field, people are considered to be active in their current jobs, and therefore economically active. For "No" response there should be a skip to Section 3.

### Universe

All members of the households in selected dwelling units who are aged 15 years and older.

### Final code list

1 = Yes

2 = No

8 = Not applicable

9 = Unspecified

*Main reason for absence from activity (Q23RsnAb)*

(@38 2.)

Q2.3 What was the main reason that ..... was absent from this activity in the last seven days?

**2.3**

**What was the main reason ..... was absent from this activity in the last seven days? Mark only one reason.**

01 = OWN ILLNESS OR INJURY

02 = CARING FOR FAMILY OR OTHERS (EXCEPT MATERNITY/ PATERNITY LEAVE)

	03 = MATERNITY OR PATERNITY LEAVE 04 = OTHER FAMILY/COMMUNITY OBLIGATIONS (FUNERALS, MEETINGS) 05 = STRIKE/STAY-AWAY/LOCKOUT 06 = PROBLEMS WITH TRANSPORT 07 = BAD WEATHER 08 = VACATION, LEAVE 09 = STUDY OR TRAINING LEAVE 10 = UNREST (VIOLENCE) 11 = TEMPORARILY LAID OFF/REDUCTION IN ECONOMIC ACTIVITY 12 = OTHER REASON, <i>specify</i>
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#### Note to users

This question is aimed at finding out the reasons why people were absent from their normal activities in the seven days prior the interview. If more than one reason is given, only the main one is recorded. A provision is made to specify the reasons that are not on the pre-coded list.

#### Universe

All members of the household aged 15 and older who were absent from work in the seven days prior the interview.

#### Final code list

- 01 = Own illness or injury
- 02 = Caring for family or others (except maternity/paternity leave)
- 03 = Maternity or paternity leave
- 04 = Other family/community obligations (funerals, meetings)
- 05 = Strikes/stay-away/lockout
- 06 = Problems with transport
- 07 = Bad weather
- 08 = Vacation, leave
- 09 = Study or training leave
- 10 = Unrest (violence)
- 11 = Temporarily laid off/reduction in economic activity
- 12 = Other reason, *specify*
- 88 = Not applicable
- 99 = Unspecified

*Start working (Q24Start)*

(@40 1.)

Q2.4 When does ..... intend to start working?

<b>2.4</b>	<b>When does ..... intend to start working?</b>
	1 = WITHIN A WEEK
	2 = WITHIN TWO WEEKS
	3 = WITHIN FOUR WEEKS
	4 = LATER THAN FOUR WEEKS FROM NOW
	5 = DON'T KNOW

→ Go to Section 4

#### Note to users

The question seeks to find out when the people who were absent from normal activities intend going back to work. After this question the instruction is to go to Section 4 since Section 3 is not applicable to people involved in economic activities.

#### Universe

All members of the household aged 15 and older who were absent from work in the seven days prior the interview.

#### Final code list

- 1 = Within a week
- 2 = Within two weeks
- 3 = Within four weeks
- 4 = Later than four weeks from now
- 5 = Don't know
- 8 = Not applicable
- 9 = Unspecified

### SECTION 3 (Unemployment and non-economic activities)

Note: this section was asked only to household members aged 15 and above who did not work in the seven days prior to the survey and did not have a job.

*Reason for not working (Q31YnotW)*

(@41 2.)

Q3.1 Why did ..... not work during the past seven days?

3.1	Why did ..... not work during the past seven days?
01 = HAS FOUND A JOB, BUT IS ONLY STARTING AT A DEFINITE DATE IN THE FUTURE	→ Go to Q 3.11
02 = SCHOLAR OR STUDENT <u>AND</u> PREFERS NOT TO WORK	
03 = HOUSEWIFE/HOMEMAKER <u>AND</u> PREFERS NOT TO WORK	
04 = RETIRED <u>AND</u> PREFERS NOT TO SEEK FORMAL WORK	
05 = ILLNESS, INVALID, DISABLED OR UNABLE TO WORK (HANDICAPPED)	
06 = TOO YOUNG OR TOO OLD TO WORK	
07 = SEASONAL WORKER, E.G. FRUIT PICKER, WOOL-SHEARER	
08 = LACK OF SKILLS OR QUALIFICATIONS FOR AVAILABLE JOBS	
09 = CANNOT FIND ANY WORK	
10 = CANNOT FIND SUITABLE WORK (SALARY, LOCATION OF WORK OR CONDITIONS NOT SATISFACTORY)	
11 = CONTRACT WORKER, E.G. MINE WORKER RESTING ACCORDING TO CONTRACT	
12 = RETRENCHED	
13 = OTHER REASON	

#### Note to users

This is applicable to all household members aged 15 and above who did not work and were not absent from work in the seven days prior the interview (those with "No" from Q 2.2). The interest in this question is to find out the reasons people were not working in the seven days referred to. For any other reason that is not specified in the given categories there is provision to specify it. However, if the person has found a job and is supposed to start at a definite date in the future, there should be a skip to Q 3.11.

#### Universe

All household members aged 15 and above who did not work and were not absent from work in the last seven days.

#### Final code list

- 01 = Has found a job, but is only starting at a definite date in the future
- 02 = Scholar or student and prefers not to work
- 03 = Housewife/homemaker and prefers not to work
- 04 = Retired and prefers not to seek formal work
- 05 = Illness, invalid, disabled or unable to work (handicapped)
- 06 = Too young or too old to work

- 07 = Seasonal worker, e.g. fruit picker, wool-shearer  
 08 = Lack of skills or qualifications for available jobs  
 09 = Cannot find any work  
 10 = Cannot find suitable work (salary, location of work or conditions not satisfactory)  
 11 = Contract worker, e.g. mine worker resting according to contract  
 12 = Recently retrenched  
 13 = Other reason  
 88 = Not applicable  
 99 = Unspecified

*Any job offered (Q32JobOf)*

(@43 1.)

Q3.2 Has.....been offered any job in the past 6 months and he/she turned it down?

<b>3.2</b>	<b>Has .....been offered any job in the past 6 month and he/she turned it down?</b> 1 = YES 2 = No
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#### Note to users

This question is intended to check for availability of people, who are not working, for work, regardless of whether the job was suitable or not.

#### Universe

All household members aged 15 and above who did not work and were not absent from work in the last seven days.

#### Final code list

- 1 = Yes  
 2 = No  
 8 = Not applicable  
 9 = Unspecified

*Knowlegde of available job (Q33WrkRe)*

(@44 1.)

Q3.3 Does..... know of any available work for which he/she has the relevant qualification but is not willing to do ?

<b>3.3</b>	<b>Does ..... know of any available work for which ....has the relevant qualification but is not willing to do?</b> 1 = YES 2 = No                      → Go to Q 3.5
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#### Note to users

The question intends to establish if there are jobs available, for which people are qualified for, but people are not willing to do such jobs. The instruction is to go to Q3.2 if the answer is "No".

#### Universe

All household members aged 15 and above who did not work and were not absent from work in the last seven days.

#### Final code list

- 1 = Yes  
 2 = No  
 8 = Not applicable  
 9 = Unspecified

*Not willing to work (Q34notwi)*

(@45 1.)

Q3.4 Why would ..... not be willing to do this work?

3.4	<b>Why would .....not be willing to do this work?</b>
	1 = WAGES TOO LOW
	2 = JOB IS NOT PERMANENT
	3 = LOCATION (WORK TOO FAR)
	4 = WORKING CONDITIONS UNSUITABLE
	5 = WORK NOT LEGAL
	6 = OTHER

#### Note to users

This question is applicable to people not working, know of available jobs for which they are qualified but are not willing to do these jobs. The question seeks to establish the reasons why people wouldn't be willing to do the available jobs for which they are qualified.

#### Universe

All household members aged 15 and above who did not work and were not absent from work in the seven days prior the interview but know of available jobs for which they are qualified yet not willing to do this jobs.

#### Final code list

- 1 = Wages too low
- 2 = Job is not permanent
- 3 = Location (work too far)
- 4 = Working conditions unsuitable
- 5 = Work not legal
- 6 = Other
- 8 = Not applicable
- 9 = Unspecified

*Accept a job (Q35Accep)*

(@46 I.)

Q3.5 If a suitable job is offered, will ..... accept it?

3.5	<b>If a suitable job is offered, will ..... accept it?</b>
	1 = YES 2 = No 3 = DON'T KNOW      }      → Go to Q 3.11

#### Note to users

This question is applicable to people not working, know of available jobs for which they are qualified but are not willing to do these jobs. The interest is in finding out if suitable jobs were offered people would be willing to accept them. If the response to this question is a "No" or a "Don't know" there is a skip to Q3.11.

#### Universe

All household members aged 15 and above who did not work and were not absent from work in the last seven days.

#### Final code list

- 1 = Yes
- 2 = No
- 3 = Don't know
- 8 = Not applicable
- 9 = Unspecified

*When able to start job (Q36WhnSt)*

(@47 I.)

Q3.6 How soon can ..... start work?

<b>3.6</b>	<b>How soon can ..... start work?</b>
	1 = WITHIN A WEEK
	2 = WITHIN TWO WEEKS
	3 = WITHIN FOUR WEEKS
	4 = LATER THAN FOUR WEEKS FROM NOW
	5 = DON'T KNOW

**Note to users**

This question is applicable to people that answered “Yes” in Q3.5. It seeks to find out how soon people are willing to start work, if offers are made to them.

**Universe**

All household members aged 15 and above who did not work and were not absent from work in the last seven days and are willing to accept jobs if offered.

**Final code list**

- 1 = Within a week
- 2 = Within two weeks
- 3 = Within four weeks
- 4 = Later than four weeks from now
- 5 = Don't know
- 8 = Not applicable
- 9 = Unspecified

Q3.7 During the past four weeks, has ..... taken any action

<b>3.7</b>	<b>During the past four weeks, has ..... taken any action</b>
	a) to look for any kind of work
	b) to start any kind of business

If “No” to both a) and b) → Go to Q 3.10

**Note to users**

This question is only applicable if a person is prepared to accept a suitable job offer as reflected in question (Q 3.5). The interest is to find out whether a person has taken any action to look for a job in the four weeks prior the interview. The instruction to the numerator is to complete both given categories with either a “Yes” or a “No” answer.

**Universe**

All household members aged 15 and above who did not work and were not absent from work in the last seven days and are willing to accept jobs if offered.

**Final code list**

- Look for work (Q37LookW)*
- a) To look for any kind of job
- 1 = Yes
  - 2 = No
  - 8 = Not applicable
  - 9 = Unspecified

(@48 1.)

- Start business (Q37BgnBu)*
- b. To start any kind of business
- 1 = Yes

(@49 1.)

- 2 = No  
 8 = Not applicable  
 9 = Unspecified

*Steps taken to look for work (Q38SeekH)*

(@50 2.)

Q3.8 In the past four weeks, what has ..... done to look for work or to start a business?

<b>3.8</b>	<b>In the past four weeks, what has ..... done to look for work or to start a business?</b> <i>Give only one answer, the main one</i> <ul style="list-style-type: none"> <li>1 = WAITED/REGISTERED AT EMPLOYMENT AGENCY/TRADE UNION</li> <li>2 = ENQUIRED AT WORKPLACES, FARMS, FACTORIES OR CALLED ON OTHER POSSIBLE EMPLOYERS</li> <li>3 = PLACED/ANSWERED ADVERTISEMENT(S)</li> <li>4 = SOUGHT ASSISTANCE FROM RELATIVES OR FRIENDS</li> <li>5 = LOOKED FOR LAND, BUILDING, EQUIPMENT OR APPLIED FOR PERMIT TO START OWN BUSINESS OR FARMING</li> <li>6 = WAITED AT THE STREET SIDE WHERE CASUAL WORKERS ARE FOUND</li> <li>7 = OTHER</li> <li>8 = DON'T KNOW</li> </ul>
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#### Note to users

The question is intended to find out what the people did to look for work or start their own businesses. If a person has tried several ways of finding work, the most important one or the one on which he/she has spent the most time is recorded.

#### Universe

All household members aged 15 and above who are willing to accept jobs if offered and have tried to look for work in the four weeks prior the interview.

#### Final code list

- 1 = Waited/registered at employment agency/trade union
- 2 = Enquired at workplaces, farms, factories or called on other possible employers
- 3 = Placed/answered advertisement(s)
- 4 = Sought assistance from relatives or friends
- 5 = Looked for land, building, equipment or applied for permit to start own business or farming
- 6 = Waited at the street-side where casual workers are found
- 7 = Other
- 8 = Don't know
- 88 = Not applicable
- 99 = Unspecified

*Time seeking work (Q39TimSe)*

(@52 2.)

Q3.9 How long has ..... been trying to find work or start a business?

<b>3.9</b>	<b>How long has ..... been trying to find work or start a business?</b> <ul style="list-style-type: none"> <li>01 = LESS THAN A MONTH</li> <li>02 = 1 MONTH TO LESS THAN 2 MONTHS</li> <li>03 = 2 MONTHS TO LESS THAN 3 MONTHS</li> <li>04 = 3 MONTHS TO LESS THAN 4 MONTHS</li> <li>05 = 4 MONTHS TO LESS THAN 6 MONTHS</li> <li>06 = 6 MONTHS TO LESS THAN 1 YEAR</li> </ul>
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	<p>07 = 1 YEAR TO LESS THAN 3 YEARS      08 = 3 YEARS OR MORE      09 = DON'T KNOW      10 = NOT APPLICABLE</p> <p>→ <b>Go to Q 3.11</b></p>
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#### Note to users

The question is on the length of time the person spent trying to look for a job. After this question the instruction is to go to Q3.11.

#### Universe

All household members aged 15 and above who are willing to accept jobs if offered and have tried to look for work in the four weeks prior the interview.

#### Final code list

01 = Less than an month  
 02 = 1 month to less than 2 months  
 03 = 2 months to less than 3 months  
 04 = 3 months to less than 4 months  
 05 = 4 months to less than 6 months  
 06 = 6 months to less than 1 year  
 07 = 1 year to less than 3 years  
 08 = 3 years or more  
 09 = Don't know  
 10 = Not applicable  
 88 = Not applicable  
 99 = Unspecified

*Why not look for work (Q310RsnN)*

(@54 2.)

Q3.10 What was the main reason why ..... did not try to find work or start a business in the past four weeks?

<p><b>3.10</b></p> <p>If “No” to both Q 3.7.a and b (has not been looking for work or trying to start a business in the past four weeks)</p> <p><b>What was the main reason why ..... did not try to find work or start a business in the past four weeks?</b></p> <p>01 = HAS BEEN TEMPORARILY LAID OFF WORK      02 = ILL HEALTH/INJURY/PHYSICAL DISABILITY      03 = PREGNANCY      04 = FAMILY CONSIDERATIONS/CHILD CARE      05 = UNDERGOING TRAINING TO HELP FIND WORK      06 = NO JOBS AVAILABLE IN THE AREA      07 = LACK OF MONEY TO PAY FOR TRANSPORT TO LOOK FOR WORK      08 = UNABLE TO FIND WORK REQUIRING HIS/HER SKILLS      09 = LOST HOPE OF FINDING ANY KIND OF WORK      10 = NO TRANSPORT AVAILABLE      11 = OTHER REASON</p>
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#### Note to users

The question is seeking for reasons why people, who are not working, did not try to look for work or start their own businesses. It only applies to people who answered “No” to both a and b of Q3.7.

#### Universe

All household members aged 15 and above who did not work and were not absent from work in the four weeks prior the interview but did not look for work.

#### Final code list

- 01 = Has been temporarily laid off work
- 02 = Ill health/injury/physical disability
- 03 = Pregnancy
- 04 = Family considerations/child care
- 05 = Undergoing training to help find work
- 06 = No jobs available in the area
- 07 = Lack of money to pay for transport to look for work
- 08 = Unable to find work requiring his/her skills
- 09 = Lost hope of finding any kind of work
- 10 = No transport available
- 11 = Other reason
- 88 = Not applicable
- 99 = Unspecified

*Ever worked (Q311Ever)*

(@56 1.)

Q3.11 Has ..... ever worked for pay, profit or family gain?

3.11	<p><b>Has ..... ever worked for pay, profit or family gain?</b></p> <p><i>Work could be:</i></p> <p><i>Formal work for salary, wage, profit or unpaid in family business; informal work such as making things for sale, selling things or providing a service; work on a farm or land, whether for a wage or as part of the household's farming activities; casual/seasonal work</i></p> <p>1 = YES 2 = No                      → <b>Go to Q 3.15</b></p>
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#### Note to users

The interest is in finding out if the person has ever worked for pay, profit or family gain. This includes those who worked for some form of payment or worked unpaid for a family business or farming activities. The instruction for the interviewer is to go to 3.15 if the answer to this question is “No”.

#### Universe

All household members aged 15 and above who did not work and were not absent from work in the last seven days.

#### Final code list

- 1 = Yes
- 2 = No
- 8 = Not applicable
- 9 = Unspecified

*Time since last worked (Q312TmGa)*

(@57 2.)

Q3.12 How long ago was it since ..... last worked?

3.12	<b>How long ago was it since ..... last worked?</b>
	01 = 1 WEEK - LESS THAN 1 MONTH
	02 = 1 MONTH - LESS THAN 2 MONTHS
	03 = 2 MONTHS - LESS THAN 3 MONTHS
	04 = 3 MONTHS - LESS THAN 4 MONTHS
	05 = 4 MONTHS - LESS THAN 5 MONTHS
	06 = 5 MONTHS - LESS THAN 6 MONTHS
	07 = 6 MONTHS - LESS THAN 1 YEAR
	08 = 1 YEAR - LESS THAN 2 YEARS
	09 = 2 YEARS - LESS THAN 3 YEARS
	10 = 3 YEARS OR MORE
	11 = DON'T KNOW

#### Note to users

This is only applicable if there is a “Yes” in the previous question (Q3.11). The interest in this question is in finding out for how long a person has worked in the last job he/she occupied. The enumerator was asked to probe for more information since people of this caliber are usually uncertain of the required information.

#### Universe

All household members aged 15 and above who did not work and were not absent from work in the last seven days but did work at some point in their lives.

#### Final code list

01 = 1 week - less than 1 month  
 02 = 1 month - less than 2 months  
 03 = 2 months - less than 3 months  
 04 = 3 months - less than 4 months  
 05 = 4 months - less than 5 months  
 06 = 5 months - less than 6 months  
 07 = 6 months - less than 1 year  
 08 = 1 year - less than 2 years  
 09 = 2 Years – less than 3 years  
 10 = 3 years or more  
 11 = Don't know  
 88 = Not applicable  
 99 = Unspecified

#### Kind of work done (Q3.13Occu)

(@59 4.)

Q3.13.a What kind of work did ..... do in his/her last job?

3.13.a	<b>What kind of work did ..... do in his/her last job? Give occupation or job title.</b>
	<i>Work includes all the activities mentioned earlier</i>
	<i>Record at least two words: Car sales person, Office cleaner, Vegetable farmer, Primary School teacher, etc.</i>
	<i>For agricultural work on own/family farm/plot, state whether for <u>own</u> use or for <u>sale</u> mostly.</i>

#### Note to users

This question is applicable to household members who have ever worked. It is intended to establish the kind of work people did in their last jobs. It is important that the main tasks should be in English as the occupational codes are only in that language.

## **Universe**

All household members aged 15 and above who did not work and were not absent from work in the last seven days but did work at some point in their lives.

## **Final code list**

Q3.13.b What were .....'s main tasks or duties in this job?

<b>3.13.b</b>	<b>What were .....'s <u>main</u> tasks or duties in this job?</b>  Examples: Selling fruit, repairing watches, keeping accounts, feeding and watering cattle, teaching children.
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## **Note to users**

This question is applicable to household members who have ever worked. It is important that the main tasks should be in English as the occupational codes are only in that language. The instruction to the enumerator is to ask the respondent the main tasks or duties done in his/her last job given in Q 3.13.a.

## **Universe**

All household members aged 15 and above who did not work and were not absent from work in the last seven days but did work at some point in their lives.

## **Final code list**

Valid range: 850 – 9390

Not applicable: 8888

Unspecified: 9999

**Note:** Questions 3.13.a and 3.13.b were written-in. The responses were used to determine the occupation. The occupation was coded to four digits on the basis of the International Standard classification of Occupations (ISCO 88) (see elsewhere in documentation for codes).

*Goods and service produced (Q314Indu)*

(@63 3.)

3.14.a What was the name of .....'s place of work

<b>3.14.a</b>	<b>What was the name of .....'s place of work?</b>  <i>For government or large organisations, give the name of the establishment and branch or division: e.g. Education Dept – Rapele Primary School; ABC Gold Mining, Maintenance Div.</i> <i>Write 'Own house' or 'No fixed location', if relevant.</i>
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## **Note to users**

This question is applicable to household members who have ever worked. It is important that the industry is in English as the industry codes are only in this language. The instruction to the enumerator is to ask the respondent to name the place of work where the main tasks were performed as it has been reflected in Q 3.13.b. For hawkers and others without a specific place to work, they have to write "No fixed location"

## **Universe**

All household members aged 15 and above who did not work and were not absent from work in the last seven days but did work at some point in their lives.

### **Final code list**

Valid range: 010 – 990

Not applicable: 888

Unspecified: 999

3.14.b What were the main goods and services produced at .....'s place of work?

<b>3.14.b</b>	<b>What were the main goods and services produced at .....'s place of work? What were its main functions?</b> <i>Examples: Repairing cars, Selling commercial real estate, Sell food wholesale to restaurants, Retail clothing shop, Manufacture electrical appliances, Bar/ restaurant, Primary Education, Delivering newspapers to homes, Transporting goods by rail.</i>
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### **Note to users**

This question is applicable to household members who have been performing certain economic activities in the seven days prior the interview. It is important that the service or main goods are in English as the industry codes are only in this language. Although a person may have certain roles and responsibilities within the company she/he is working for, the enumerator is instructed to record the main goods or services produced by the company.

## **Universe**

All household members aged 15 and above who did not work and were not absent from work in the last seven days but did work at some point in their lives.

Valid range: 010 – 990

Not applicable: 888

Unspecified: 999

**Note:** Questions 3.14.a and 3.14.b were written-in. The responses were used to determine the industry. The industry was coded to three digits on the basis of the International Standard Industrial Classification of all Economic Activities (ISIC) 1993 (see elsewhere in documentation for codes).

Q3.15 How does ..... support him/herself

<b>3.15</b>	<b>How does ..... support him/herself?</b> 1 = Did odd jobs during the past seven days 2 = Supported by persons in the household 3 = Supported by persons not in the household 4 = Supported by charity, church, welfare, etc. 5 = Unemployment Insurance Fund (UIF) 6 = Savings or money previously earned 7 = Old age or disability pension 8 = Other sources, e.g. bursary, study loan  <b>If "YES" to response category 1</b> <b>→ Go back to Q 2.1 for that person</b>
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## Note to users

This is applicable to all persons unemployed or not economically active regardless of whether a person has worked before or not. The interest in this question is to find out how people support themselves even though they are not working. The enumerator is instructed to ask all the given categories. There should either be a “Yes” or a “No” for each category. For any other reason that is not categorised the enumerator has to complete the information in the provided space. If the answer is code “1 = Did odd jobs during the past seven days ” where a person “did odd jobs during the seven days prior the interview” the instruction is to go back to Q2.1.

## Universe

All household members aged 15 and above who are unemployed or not economically active.

## Final code list

### *Support (Q315OddJ)*

(@66 1.)

1. Did odd jobs during the past seven days
- 1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

### *Support (Q315inHH)*

(@67 1.)

2. Supported by persons in the household
- 1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

### *Support (Q315notH)*

(@68 1.)

3. Supported by persons not in the Household
- 1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

### *Support (Q315Char)*

(@69 1.)

4. Supported by charity, church, welfare, etc
- 1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

### *Support (Q315UIFS)*

(@70 1.)

5. Unemployment Insurance Fund (UIF)
- 1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

### *Support (Q315Savi)*

(@71 1.)

6. Savings or money previously earned
- 1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

*Support (Q315Pens)*

(@72 1.)

7. Old age or disability pension

1 = Yes

2 = No

8 = Not applicable

9 = Unspecified

*Support (Q315Othr)*

(@73 1.)

8. Other sources, e.g. bursary, study loan

1 = Yes

2 = No

8 = Not applicable

9 = Unspecified

## **SECTION 4 (Main work activities in the last seven days)**

Note: This section was asked to all persons 15 years or above who were working or absent from work in the past seven days.

*Person's occupation or job title (Q41Occup)*

(@74 4.)

Q4.1.a What kind of work did ..... do in his/her main job during the last seven days (or usually does, even if he/she was absent in the past seven days)?

<p><b>4.1.a</b></p> <p><i>Read out:</i></p> <p><b>You said ..... was doing these activities during the last seven days</b> (or was temporarily absent).</p> <p><i>Refer to Q 2.1</i></p> <p><b>What kind of work did ..... do in his/her <u>main</u> job during the last seven days</b> (or usually does, even if he/she was absent in the last seven days)?</p> <p><b>Give occupation or job title.</b></p> <p><i>Work includes all the activities mentioned earlier</i></p> <p><i>Record at least two words: Car sales person, Office cleaner, Vegetable farmer, Primary school teacher, etc.</i></p> <p><i>For agricultural work on own/family farm/plot, state whether for <u>own</u> use or for <u>sale</u> mostly.</i></p>
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### **Note to users**

This question is applicable to household members who have been performing certain economic activities in the seven days prior the interview. The instruction to the enumerator is to give person's occupation/job title even if the activity was performed just an hour before the interview. It is important that the occupation is in English as the occupational codes are only in this language.

### **Universe**

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview.

### **Final code list**

Valid range : 850 – 9390

Not applicable: 8888

Unspecified : 9999

#### Main duties (Q416)

Q4.1.b What were .....'s main tasks or duties in this job?

<b>4.1.b</b>	<p><b>What were .....'s main tasks or duties in this job?</b></p> <p><i>EXAMPLES: SELLING FRUIT, REPAIRING WATCHES, KEEPING ACCOUNTS, FEEDING AND WATERING CATTLE.</i></p>
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#### Note to users

This question is applicable to household members who have been performing certain economic activities in the seven days prior the interview. It is important that the main tasks should be in English as the occupational codes are only in that language. The instruction to the enumerator is to ask the respondent the main tasks or duties done or usually done in his/her job given in Q 4.1.a.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

Valid range : 850 – 9390

Not applicable: 8888

Unspecified : 9999

**Note:** Questions 4.1.a and 4.1.b were written-in. The responses from both questions were used to determine the occupation. The occupation was coded to four digits on the basis of the International Standard classification of Occupations (ISCO 88) (see elsewhere in documentation for codes).

#### Industry activity (Q42Indus)

(@78 3.)

Q4.2.a What is the name of .....'s place of work?

<b>4.2.a</b>	<p><b>What is the name of .....'s place of work?</b></p> <p><i>For government or large organisations, give the name of the establishment and branch or division: e.g. Education Dept – Rapele Primary School; ABC Gold Mining, Maintenance Div.</i></p> <p><i>Write 'Own house' or 'No fixed location', if relevant.</i></p>
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#### Note to users

This question is applicable to household members who have been performing certain economic activities in the seven days prior the interview. It is important that the industry is in English as the industry codes are only in this language. The instruction to the enumerator is to ask the respondent to name the place of work where the main tasks were performed in the last seven days as it has been reflected in Q 4.1.a. For hawkers and others without a specific place to work, they have to write “No fixed location”.

#### **Universe**

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### **Final code list**

Valid range : 010 – 990

Not applicable : 888

Unspecified : 999

Goods and services produced

Q4.2.b What are the main goods and services produced at .....’s place of work? What are its main functions?

<b>4.2.b</b>	<b>What are the main goods and services produced at .....’s place of work? What are its main functions?</b> <i>Examples: Repairing cars, Selling commercial real estate, Sell food wholesale to restaurants, Retail clothing shop, Manufacture electrical appliances, Bar/ restaurant, Primary Education, Delivering newspapers to homes.</i>
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#### **Note to users**

This question is applicable to household members who have been performing certain economic activities in the seven days prior the interview. It is important that the service or main goods are in English as the industry codes are only in this language. Although a person may have certain roles and responsibilities within the company she/he is working with, the enumerator is instructed to record the main goods or services produced by the company.

#### **Universe**

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### **Final code list**

Valid range : 010 – 990

Not applicable: 888

Unspecified : 999

Questions 4.2.a and 4.2.b were written-in. The responses to these two questions were used to determine the industry. The industry was coded to three digits on the basis of the International Standard Industrial Classification of all Economics activities (ISIC) 1993 (see elsewhere in documentation for codes).

*Main work (Q43MWork)*

(@81 1.)

Q4.3 In .....'s main work was he/she.....?

<b>4.3</b>	<p><b>In .....'s main work was he/she</b></p> <p><b>1 = Working for someone else for pay?</b>  <i>Payment in cash, kind or accommodation.</i>  <i>Category 1 includes all employees: Full time, part-time, casual work, piecework, <u>except</u> private household work.</i></p> <p style="text-align: right;"><b>→ Go to Q 4.4</b></p> <p><b>2 = Working for one or more private households as a domestic employee, gardener or security guard?</b>  <i>Payment in cash, kind or accommodation.</i></p> <p style="text-align: right;"><b>→ Go to Q 4.4</b></p> <p><b>3 = Working on his/her own or on a small household farm/plot or collecting natural products from the forest or sea?</b></p> <p style="text-align: right;"><b>→ Go to Q 4.14</b></p> <p><b>4 = Working on his/her own or with a partner, in any type of business (including commercial farms)?</b></p> <p style="text-align: right;"><b>→ Go to Q 4.14</b></p> <p><b>5 = Helping without pay in a household business?</b></p> <p style="text-align: right;"><b>→ Go to Q 4.14</b></p>
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**Note for users**

This question establishes whether people are employers, wage earners, self-employed, etc in the main economic activities they are involved in. Only one category must be chosen. If options 1 or 2 are chosen the instruction is to go to Q4.4 otherwise skip to Q4.14.

**Universe**

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

**Final code list**

- 1 = Working for someone else for pay
- 2 = Working for one or more private households as a domestic employee, gardener or security gard
- 3 = Working on his/her own or on a small household farm/plot or collecting natural products from the forest or sea
- 4 = Working on his/her own or with a partner, in any type of business (including commercial farms)
- 5 = Helping without pay in a household business
- 8 = Not applicable
- 9 = Unspecified

**Note:** That Q4.4 – Q4.13 were asked only to those people who work for someone else for pay or working for one or more private households as a domestic employee, gardener or security guards.

*Number of employers (Q44NrEmp)*

(@82 1.)

Q4.4 Does ..... work for?

<b>4.4</b>	<b>Does ..... work for</b>
	1 = One employer
	2 = More than one employer

#### Note for users

This question is intended to pick up people such as domestic workers, who are employed by different people at different times. It only applies to people who work for someone for some form of payment.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

- 1 = One employer
- 2 = More than one employer
- 8 = Not applicable
- 9 = Unspecified

Q4.5 When did ..... start working with the (main) employer mentioned above (firm, institution or private individual)?

<b>4.5</b>	<b>When did ..... start working with the (main) employer mentioned above (firm, institution or private individual)? Give year and month.</b>
	<i>State year in <u>four</u> figures, e.g. 1998</i> <b>Year</b>
	<i>State month in <u>two</u> figures, e.g. 08 for August</i> <b>Month</b>

#### Note for users

This question is intended to establish when people started working for the main employer for whom they are working with the aim of checking whether people are staying in one job for a long time or changing jobs often (job stability).

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

*Year commenced working (Q45Years)*

(@83 4.)

Valid range: 1943 – 2003

Not applicable: 8888

Unspecified: 9999

*Month commenced working (Q45MnthS)*

(@87 2.)

Valid range: 1 – 12

Not applicable: 88

Unspecified: 99

*Work status (Q46LengJ)*

(@89 1.)

Q4.6 Is .....'s work

<b>4.6</b>	<b>Is .....'s work</b> 1 = Permanent 2 = A fixed period contract 3 = Temporary 4 = Casual 5 = Seasonal 6 = DON'T KNOW
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#### Note for users

This question seeks to find out how many people, and what types of people, have different levels of job security.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

- 1 = Permanent
- 2 = A fixed period contract
- 3 = Temporary
- 4 = Casual
- 5 = Seasonal
- 6 = Don't know
- 8 = Not applicable
- 9 = Unspecified

#### Tools and/or equipment (Q47Tools)

(@90 1.)

Q4.7 Who owns the tools and/or equipment that ..... uses at work?

<b>4.7</b>	<b>Who owns the tools and/or equipment that ..... uses at work?</b> 1 = The employer 2 = The person him/herself 3 = Both the employer and the person him/herself 4 = Tools and/or equipment are rented/hired or owned by an outside person or organisation 5 = Not applicable - equipment not used 6 = DON'T KNOW
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#### Note for users

The interest in this question is on the ownership of the tools and/or equipment people use at work.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

- 1 = The employer
- 2 = The person him/herself
- 3 = Both the employer and the person him/herself
- 4 = Tools and/or equipment are rented/hired or owned by an outside person or organisation
- 5 = Not applicable - equipment not used
- 6 = Don't know
- 8 = Not applicable

9 = Unspecified

*Written contract (Q48WrtnC)*

(@91 1.)

Q4.8 Does ..... have any written contract with the employer?

<b>4.8</b>	<b>Does ..... have a written contract with the employer?</b>
	1 = YES
	2 = No
	3 = DON'T KNOW

#### Note for users

The question is intended to find out if people involved in economic activities have written contracts with their employers. Most domestic workers have written contracts but they may not know it. The interviewers are instructed to probe and make the respondents understand that even a one-page written agreement regarding their work between themselves and the employers qualifies.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

1 = Yes

2 = No

3 = Don't know

8 = Not applicable

9 = Unspecified

*Supervision of work (Q49Super)*

(@92 1.)

Q4.9 Does anyone directly supervise the work ..... does or does he/she work independently?

<b>4.9</b>	<b>Does anyone directly supervise the work ..... does or does he/she work independently?</b>
	1 = WORK SUPERVISED
	2 = WORK INDEPENDENTLY
	3 = DON'T KNOW

#### Note for users

The question seeks to establish if people involved in economic activities work under direct supervision of some people senior to them or they work independently.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

1 = Work supervised

2 = Work independently

3 = Don't know

8 = Not applicable

9 = Unspecified

*Who pays (Q410WhoP)*

(@93 1.)

Q4.10 Who pays ..... ?

<b>4.10</b>	<b>Who pays .....</b> ?
	1 = The establishment/enterprise/individual for which he/she works
	2 = A labour broker
	3 = A contractor or agency
	4 = Other
	5 = DON'T KNOW

#### Note for users

This question is intended to test the extent at which workers are being employed indirectly and what type of worker is affected. There are indications that more and more workers are not being employed directly by the main employer at the place where they work. Contract workers are covered by the Basic Conditions of Employment Act (BCEA), but may have different conditions and benefits than directly employed workers.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

- 1 = The establishment/enterprise/individual for which he/she works
- 2 = A labour broker
- 3 = A contractor or agency
- 4 = Other
- 5 = Don't know
- 8 = Not applicable
- 9 = Unspecified

#### *Contribution to pension or retirement fund (Q411Pens)*

(@94 I.)

Q4.11 Does .....'s employer contribute to any pension/retirement fund?

<b>4.11</b>	<b>Does .....'s employer contribute to any pension/retirement fund?</b>
	1 = YES
	2 = No
	3 = DON'T KNOW

#### Note for users

This question intends to find out if employers contribute to the pension fund for their employees because this is one of the important benefits that some employed workers get. The information gathered through this question will help the government in its planning of state pensions and other social security schemes.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

- 1 = Yes
- 2 = No
- 3 = Don't know
- 8 = Not applicable
- 9 = Unspecified

#### *Paid leave (Q412Leav)*

(@95 I.)

Q4.12 Does ..... get any paid leave?

<b>4.12</b>	<b>Does ..... get any paid leave?</b>
	1 = YES
	2 = No
	3 = DON'T KNOW

#### Note for users

This question aims at finding out if employers give their employees paid leave according to the law. The law states that the employers are entitled to three weeks paid leave in a year.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

- 1 = Yes
- 2 = No
- 3 = Don't know
- 8 = Not applicable
- 9 = Unspecified

*Trade union membership (Q413TrdU)*

(@96 1.)

Q4.13 Is ..... a member of a trade union?

<b>4.13</b>	<b>Is ..... a member of a trade union?</b>
	1 = YES
	2 = No
	3 = DON'T KNOW

#### Note for users

The question is intended for establishing if people are registered members of trade unions.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview.

#### Final code list

- 1 = Yes
- 2 = No
- 3 = Don't know
- 8 = Not applicable
- 9 = Unspecified

Type of business (Q414TypB)

(@97 2.)

Q4.14 Is the business or enterprise/branch where ..... works

<b>4.14</b>	<b>Is the business or enterprise/branch where ..... works</b>
	1 = Central government
	2 = Provincial government
	3 = Local government
	4 = A government enterprise ( <i>Transnet, Telkom, etc.</i> )
	5 = A club, community organisation, welfare organisation, NGO, or a church
	6 = A co-operative, self-help association, labour union, professional association, or business league
	7 = A private business or a private household
	8 = Self-employed
	9 = DON'T KNOW

**Note for users**

The question seeks to find out how many people are working for the government and NGOs as well as the numbers working for private companies and those self-employed.

**Universe**

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

**Final code list**

- 1 = Central government
- 2 = Provincial government
- 3 = Local government
- 4 = A government enterprise (*Transnet, Telkom, etc.*)
- 5 = A club, community organisation, welfare organisation, NGO or a church
- 6 = A co-operative, self-help association, labour union, professional association, or business league
- 7 = A private business or a private household
- 8 = Self-employed
- 9 = Don't know
- 88 = Not applicable
- 99 = Unspecified

Total salary pay (Q415aSal)

(@99 7.)

Q4.15.a What is .....'s total salary/pay at his/her main job?

<b>4.15.a</b>	<b>What is .....'s total salary/pay at his/her <u>main</u> job?</b>
	<i>Including overtime, allowances and bonus, before any tax or deductions.</i>
	<b>Rand</b>
	<i>Give amount in whole figures, without any text or decimals If "REFUSE" or "DON'T KNOW" → Go to Q 4.15.c</i>

**Note to users**

This question is applicable to household members who have been performing certain economic activities in the seven days prior the interview (from Q 2.1 and Q 2.2 : "Yes"). The total salary includes overtime, allowances, bonus and any deductions before tax. The enumerators are instructed to give the amounts in whole figures without any text or decimals. For none response, refusals and don't know there should be a skip to Q 4.15.c.

## **Universe**

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

### **Final code list**

Valid range: 0000006 – 1000000

Not applicable: 8888888

Unspecified: 9999999

*Salary period (Q415bSal)*

(@106 1.)

Q4.15.b Is this .....

<b>4.15.b</b>	<b>Only if amount given in 4.15.a</b> <b>Is this</b>
	1 = Per week
	2 = Per month
	3 = Annually

## **Note to users**

This question is applicable to household members who have been performing certain economic activities in the seven days prior the interview (from Q 2.1 and Q 2.2: “Yes”) and have provided an amount in Q4.15.a. Based on the information given in Q4.15.a, this question seeks to find out if the given amount is on a weekly, monthly or annual basis.

## **Universe**

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

### **Final code list**

1 = Per week

2 = Per month

3 = Annually

8 = Not applicable

9 = Unspecified

*Income categories (Q415cSal)*

(@107 2.)

Q4.15.c Show the categories. Make sure the respondent points at the correct income column.

<b>4.15.c</b>	<b>Only if “REFUSE” or “DON’T KNOW”in 4.15.a</b> <i>Show the categories. Make sure the respondent points at the correct income column (weekly, monthly, annually) on prompt card 3 and mark the applicable code.</i>		
	<b>Weekly</b> <b>Monthly</b> <b>Annually</b>		
01	NONE	NONE	NONE
02	R1 - R46	R1 - R200	R1 - R2 400
03	R47 - R115	R201 - R500	R2 401 - R6 000
04	R116 - R231	R501 – R1 000	R6 001 - R12 000
05	R232 - R346	R1 001 - R1 500	R12 001 - R18 000
06	R347 - R577	R1 501 - R2 500	R18 001 - R30 000
07	R578 - R808	R2 501 - R3 500	R30 001 - R42 000
08	R809 - R1 039	R3 501 - R4 500	R42 001 - R54 000
09	R1 040 - R1 386	R4 501 - R6 000	R54 001 - R72 000

	10	R1 387 - R1 848	R6 001 - R8 000	R72 001 - R96 000
	11	R1 849 - R2 540	R8 001 - R11 000	R96 001 - R132 000
	12	R2 541 - R3 695	R11 001 - R16 000	R132 001 - R192 000
	13	R3 696 - R6 928	R16 001 - R30 000	R192 001 - R360 000
	14	R6 929 OR MORE	R30 001 OR MORE	R360 001 OR MORE
	15	DON'T KNOW		DON'T KNOW
	16	REFUSE	REFUSE	REFUSE

#### Note to users

This question is applicable to household members who have been performing certain economic activities in the seven days prior the interview (from Q 2.1 and Q 2.2: “Yes”). This question is only applicable if there was no answer in Q 4.15.a, thus in case of a non-response, refusal or don’t know. Since this kind of information is very personal the enumerator is instructed to show a “score card” to the respondents for them to choose the category in which the fall. They are also asked to inform the respondent that there are certain closures (Acts) that protect individuals in cases of these nature, so Statistics South Africa as a government department is therefore compelled to abide by them.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

Valid range: 1 – 16

Not applicable: 88

Unspecified: 99

#### Number of regular workers (Q416NrWo)

(@109 1.)

Q4.16 How many regular workers has the organisation/ business/ enterprise/branch where ..... works, including him/herself?

<b>4.16</b>	<b>How many regular workers has the organisation/ business/ enterprise/ branch where ..... works, including him/herself?</b>
	1 = 1
	2 = 2 - 4
	3 = 5 - 9
	4 = 10 - 19
	5 = 20 - 49
	6 = 50 OR MORE
	7 = DON'T KNOW

#### Note to users

Interest in this question is on the size of the organization/business in terms of it being formal or informal. The question seeks to determine how many people are usually employed per type of organization/business.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

1 = 1

2 = 2 - 4

3 = 5 - 9

4 = 10 - 19  
 5 = 20 - 49  
 6 = 50 or more  
 7 = Don't know  
 8 = Not applicable  
 9 = Unspecified

Q4.17 Is the organisation/ business/ enterprise/ branch where ..... works:

<b>4.17</b>	<p><b>Is the organisation/ business/ enterprise/ branch where ..... works</b></p> <p><b>a) a registered company or close corporation?</b></p> <p>1 = YES 2 = No 3 = DON'T KNOW</p> <p><b>b) deducting UIF contributions for him/her?</b></p> <p>1 = YES 2 = No, because his/her income is above UIF limit 3 = No, for other reasons 4 = DON'T KNOW</p> <p><b>c) providing for membership, or contributions towards membership of a medical aid fund or health insurance?</b></p> <p>1 = Yes, for him/herself only 2 = Yes, for him/herself and his/her dependants 3 = No medical aid benefits provided 4 = DON'T KNOW</p> <p><b>d) registered for VAT?</b></p> <p>1 = Yes 2 = No 3 = DON'T KNOW</p>
-------------	---

#### Note to users

The aim of this question is to establish if the organizations that people work for are formal or informal based on whether these businesses/organizations are registered and provide their employees with basic benefits.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

*Registered co. or close corporation (Q417aReg)*

(@110 1.)

a) A registered company or close corporation?

1 = Yes  
 2 = No  
 3 = Don't know  
 8 = Not applicable  
 9 = Unspecified

*UIF Deductions (Q417bUIF)*

(@111 1.)

b) Deducting UIF contributions for him/her ?

1 = Yes  
 2 = No, because hi/her income is above UIF limit

- 3 = No, for other reasons  
 4 = Don't know  
 8 = Not applicable  
 9 = Unspecified

*Medical Aid or health insurance (Q417cMed)*

(@112 1.)

- c) Providing for membership, or contributions towards membership of a medical aid fund or health insurance?  
 1 = Yes, for him/herself only  
 2 = Yes, for him/herself and his/her dependants  
 3 = No medical aid benefit provided  
 4 = Don't know  
 8 = Not applicable  
 9 = Unspecified

*Registered for VAT (Q417dVat)*

(@113 1.)

- d) Registered for VAT?  
 1 = Yes  
 2 = No  
 3 = Don't know  
 8 = Not applicable  
 9 = Unspecified

*Sector (Q418Sect)*

(@114 1.)

Q4.18 Is the organisation/business/enterprise/branch where ..... works?

<b>4.18</b>	<b>Is the organisation/ business/ enterprise/ branch where ..... works</b>  1 = In the formal sector 2 = In the informal sector (including domestic work) 3 = DON'T KNOW <i>Formal sector employment is where the employer (institution, business or private individual) is registered to perform the activity. Informal sector employment is where the employer is not registered.</i>
-------------	--

**Note to users**

The question is intended on finding out, in the respondent's opinion, if the organizations they work for are in the formal or informal sector. Formal sector employment refers to cases where the employer is registered (i.e. registered for VAT) to perform the activities, if not the employment sector is informal.

**Universe**

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

**Final code list**

- 1 = In the formal sector  
 2 = In the informal sector (including domestic work)  
 3 = Don't know  
 8 = Not applicable  
 9 = Unspecified

*Location (Q419Loca)*

(@115 2.)

Q4.19 Where is the organisation/business/enterprise/branch where ..... works located ?

<b>4.19</b>	<b>Where is the business/enterprise/branch where ..... works located?</b>
	1 = In the owner's home/On the owner's farm/Private household
	2 = In someone else's home
	3 = Inside a formal business premises such as factory or office
	4 = At a service outlet such as a shop, school, post office, etc
	5 = At a market
	6 = On a footpath, street, street corner, open space or field
	7 = No fixed location
	8 = Other

#### Note to users

The interest in this question is in the location of the businesses where people work. These include private households for domestic workers as well as street for street vendors.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

- 1 = In the owner's home/On the owner's farm/Private household
- 2 = In someone else's home
- 3 = Inside a formal business premises such as factory or office
- 4 = At a service outlet such as a shop, school, post office, etc
- 5 = At a market
- 6 = On a footpath, street, street corner, open space or field
- 7 = No fixed location
- 8 = Other
- 88 = Not applicable
- 99 = Unspecified

Q4.20 How many hours, including over-time, did ..... work during the last seven days?

<b>4.20</b>	<b>How many hours, including overtime, did ..... work during the last seven days</b>
	a. In his/her main job/activity .....
	b. In all other work activities (See Q 2.1) .....
	c. In total .....
<i>Add a + b and confirm that this is correct.</i>	

#### Note to users

If there are multiple activities performed in the seven day prior the interview as indicated in Q2.1, the number of hours worked in the main job should be stated in part a, number of hours worked in other work activities should be stated in part b and the overall total in part c of the question.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

**Final code list***Hours worked past week (Q420aHrs)*

(@117 3.)

a) In his/her main job/activity

Valid range: 0 – 150

Not applicable: 888

Unspecified: 999

*Hours worked past week(Q420bHrs)*

(@120 3.)

b) In all other work activities

Valid range: 0 – 54

Not applicable: 888

Unspecified: 999

*Hours worked past week (Q420cHrs)*

(@123 3.)

c) In total

Valid range: 0 – 150

Not applicable: 888

Unspecified: 999

Q4.21 How many hours per week, including over-time, does ..... usually work?

4.21	<b>How many hours per week, including overtime, does ..... usually work</b> a. In his/her main job/activity _____ b. In all other work activities (See Q 2.1) _____ c. In total _____ <i>Add a + b and confirm that this is correct.</i>
------	--

**Note to users**

If there are multiple activities that a person usually performs the number of hours worked in the main job should be stated in part a, number of hours worked in other work activities should be stated in part b and the overall total in part c of the question.

**Universe**

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

**Final code list***Hours usually worked (Q421aHrs)*

(@126 3.)

a) In his/her main job/activity

Valid range: 0 – 150

Not applicable: 888

Unspecified: 999

*Hours usually worked (Q421bHrs)*

(@129 3.)

b) In all other activities

Valid range: 0 – 60

Not applicable: 888

Unspecified: 999

*Hours usually worked (Q421cHrs)*

(@132 3.)

c) In total

Valid range: 1 – 150

Not applicable: 888  
Unspecified: 999

*Flexible working hours (Q422Fixe)*

(@135 1.)

Q4.22 Can ..... decide on the number of hours per week during which he/she works, or are these fixed by the employer?

<b>4.22</b>	<b>Can ..... decide on the number of hours per week during which he/she works, or are these fixed by the employer?</b>
	1 = He/she can decide fully for him/herself
	2 = He/she can decide, but within a limited range (e.g. flexitime)
	3 = Number of hours are fixed by his/her employer
	4 = DON'T KNOW

**Note to users**

The aim of the question is to find out if people have a say in the number of hours they would like to work per week, whether they can decide to work flexi hours or they have to work the hours as stipulated by the employer without a say.

**Universe**

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

**Final code list**

- 1 = He/she can decide fully for him/herself
- 2 = He/she can decide, but within a limited range (e.g. flexitime)
- 3 = Number of hours are fixed by his/her employer
- 4 = DON'T KNOW
- 8 = Not applicable
- 9 = Unspecified

*Longer hours (Q423More)*

(@136 1.)

Q4.23 Does ..... want to work longer hours?

<b>4.23</b>	<b>Does ..... want to work longer hours?</b>
	1 = YES
	2 = NO → <b>End of section for this person</b>
	3 = DON'T KNOW

**Note to users**

The question seeks to find out if people are willing to work longer hours than the number of hours that they normally work in a week or not. If the answer is a “No” then the instruction is to end the section for the concerned person and go to Section 5.

**Universe**

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

**Final code list**

- 1 = Yes  
 2 = No  
 3 = Don't know  
 8 = Not applicable  
 9 = Unspecified

*Extra work (Q424Star)*

(@137 1.)

Q4.24 If extra work was available, would ..... be able to start such work in the next four weeks?

<b>4.24</b>	<b>If extra work was available, would ..... be able to start such work in the next four weeks?</b>  1 = YES 2 = NO      → <b>End of section for this person</b> 3 = DON'T KNOW
-------------	--

#### Note to users

The question is intended on establishing if people would be able to start extra work in the four weeks after the interview, if such work was available. If the answer is a “No” then the instruction is to end the section for the concerned person and go to Section 5.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

- 1 = Yes  
 2 = No  
 3 = Don't know  
 8 = Not applicable  
 9 = Unspecified

*Action to look for extra work (Q425look)*

(@138 1.)

Q4.25 During the past four weeks, has ..... taken any action to look for or prepare for any extra work?

<b>4.25</b>	<b>During the past four weeks, has ..... taken any action to look for or prepare for any extra work?</b>  1 = YES 2 = NO      } → <b>End of section for this person</b> 3 = DON'T KNOW
-------------	--

#### Note to users

The question seeks to find out if people have taken an initiative to look for or prepare for any extra work. If the answer is a “No” or “Don't know” then the instruction is to end the section for the concerned person and go to Section 5.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

- 1 = Yes  
 2 = No  
 3 = Don't know  
 8 = Not applicable  
 9 = Unspecified

*Activities done to look or prepare for extra work (Q426Seek)*  
 Q4.26 What activities did ..... do to look or prepare for extra work?

(@139 2.)

<b>4.26</b>	<b>What activities did ..... do to look or prepare for extra work?</b> <i>Give only one answer, the main one</i> <ul style="list-style-type: none"> <li>1 = ENQUIRED AT WORKPLACES, FARMS, FACTORIES OR CALLED ON OTHER POSSIBLE EMPLOYERS</li> <li>2 = WAITED/REGISTERED AT EMPLOYMENT AGENCY, LABOUR BROKER, DEPARTMENT OF LABOUR OR TRADE UNION</li> <li>3 = PLACED OR ANSWERED ADVERTISEMENTS</li> <li>4 = SOUGHT ASSISTANCE FROM FRIENDS OR RELATIVES</li> <li>5 = LOOKED FOR LAND, BUILDINGS OR EQUIPMENT OR APPLIED FOR PERMIT TO START OWN BUSINESS OR FARMING</li> <li>6 = WAITING AT THE STREET-SIDE</li> <li>7 = OTHER</li> <li>8 = DON'T KNOW</li> </ul>
-------------	---

#### Note to users

This question is applicable to people who have taken action to look for or prepare for extra work. The question is intended on finding out about the types of activities people did in search for extra work.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

#### Final code list

- 1 = Enquired at workplaces, farms, factories or called on other possible employers  
 2 = Waited/registered at employment agency, labour broker, department of labour or trade union  
 3 = Placed or answered advertisements  
 4 = Sought assistance from friends or relatives  
 5 = Looked for land, buildings or equipment or applied for permit to start own business or farming  
 6 = Waiting at the street-side  
 7 = Other  
 8 = Don't know  
 88 = Not applicable  
 99 = Unspecified

*Type of work (Q427TypX)*  
 Q4.27 Was ..... mostly looking for

(@141 1.)

<b>4.27</b>	<b>Was ..... mostly looking for</b> <ul style="list-style-type: none"> <li>1 = The same work with more hours</li> <li>2 = Different work with more hours</li> <li>3 = DON'T KNOW</li> </ul>
-------------	---

#### Note to users

This question is applicable to people who have taken action to look for or prepare for extra work. The question is aimed at establishing if people have been looking for jobs similar to the one that they are currently doing of different with more hours.

### **Universe**

All members of the households in selected dwelling units aged 15 and above who were economically active in the seven days prior the interview

### **Final code list**

- 1 = The same work with more hours
- 2 = Different work with more hours
- 3 = Don't know
- 8 = Not applicable
- 9 = Unspecified

## **SECTION 5 (Farming Activities)**

Note: This section was asked for all persons 15 years and over.

### *Farming activity (Q51FarmA)*

(@142 1.)

Q5.1 Did ..... grow or help to grow any produce, e.g. maize or other crops, vegetables or fruit, or keep any stock, such as cattle, sheep, goats, horses, even chickens, for sale or for household use during the last 12 months?

<b>5.1</b>	<b>Did ..... grow - or help to grow - any produce, e.g. maize or other crops, vegetables or fruit, or keep,- or help to keep, any stock, e.g. cattle, sheep, goats, horses, even chickens, for sale or for household use during the last 12 months?</b>  1 = YES 2 = NO → <b>Go to Q 5.4</b>
------------	---

### **Note to users**

The question is aimed at establishing if people aged 15 and above were involved in any agricultural activities, either for household consumption or for sale. The instruction is to go to Q5.4 if the answer to this question is "No".

### **Universe**

All members of the households in selected dwelling units aged 15 and above

### **Final code list**

- 1 = Yes
- 2 = No
- 9 = Unspecified

Q5.2 During which months was ..... engaged in growing produce or keeping stock in the last 12 months?

<b>5.2</b>	<b>During which months was ..... engaged in growing produce or keeping stock in the last 12 months?</b> <i>Mark a "YES" or a "No" for all months</i> March 2002 ..... April 2002 ..... May 2002 ..... June 2002..... July 2002 ..... August 2002 ..... September 2002 .....
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<i>September</i>	(Q52Sep02)	(@149 1.)
1 = Yes		
2 = No		
8 = Not applicable		
9 = Unspecified		
<i>October</i>	(Q52Oct02)	(@150 1.)
1 = Yes		
2 = No		
8 = Not applicable		
9 = Unspecified		
<i>November</i>	(Q52Nov02)	(@151 1.)
1 = Yes		
2 = No		
8 = Not applicable		
9 = Unspecified		
<i>December</i>	(Q52Dec02)	(@152 1.)
1 = Yes		
2 = No		
8 = Not applicable		
9 = Unspecified		
<i>January</i>	(Q52Jan03)	(@153 1.)
1 = Yes		
2 = No		
8 = Not applicable		
9 = Unspecified		
<i>February</i>	(Q52Feb03)	(@154 1.)
1 = Yes		
2 = No		
8 = Not applicable		
9 = Unspecified		
<i>Reason for farming (Q53FarmW)</i>		(@155 1.)
Q5.3 Why does ..... grow or help in growing farm produce or keep stock for the household?		

<b>5.3</b>	<b>Why does ..... grow or help in growing farm produce or keep stock for the household?</b>
	1 = As a main source of food for the household
	2 = As the main source of income/earning a living
	3 = As an extra source of income
	4 = As an extra source of food for the household
	5 = As a leisure activity or hobby, e.g. gardening

#### Note to users

This question seeks the reasons for growing farm produce or keeping stock for the household as a way of establishing the extent to which the household depends on what it produces or if the household does these activities for leisure or as hobbies.

#### Universe

All members of the households in selected dwelling units aged 15 and above who were involved in agricultural activities in the 12 months prior the interview.

#### Final code list

- 1 = As a main source of food for the household
- 2 = As the main source of income/earning a living
- 3 = As an extra source of income
- 4 = As an extra source of food for the household
- 5 = As a leisure activity or hobby, e.g. gardening
- 8 = Not applicable
- 9 = Unspecified

#### Voluntary work (*Q54Volun*)

(@156 1.)

Q5.4 In the last 12 months, did ... do any uncompensated work for the benefit of a community, neighbourhood, or an interest group?

<b>5.4</b>	<b>In the last 12 months, did ..... do any uncompensated work for the benefit of a community, neighbourhood, or an interest group?</b>  1 = YES 2 = NO → <b>End of Section 5 for this person.</b>
------------	--

#### Note to users

This question seeks to establish if people were involved in any voluntary work where a person works for no pay. Usually people volunteer their services in churches, hospitals, old age homes, etc. Activities such as singing, ball playing, or hiking, are included only if they were performed primarily to benefit a broader group of people. If the respondent answered NO to this question it is the end of section for that person.

#### Universe

All members of the households in selected dwelling units aged 15 and above

#### Final code list

- 1 = Yes
- 2 = No
- 9 = Unspecified

Q5.5 In which of the following areas was the uncompensated work ... did in the last 12 months? Was it .....

<b>5.5</b>	<b>In which of the following areas was the uncompensated work ..... did in the last 12 months? Was it .....</b>  a = to help sick or handicapped people in their everyday life activities b = to provide medical care, or counselling, to sick or handicapped people c = to provide training or instruction to others d = to keep law and order in a community e. = to maintain or replenish community resources (e.g. building or improving roads, water supply, structures, green areas, etc.) f = to organise cultural events (e.g. music, dance, or performance), sporting events, or recreational activities for a community, neighbourhood, or a group g = to collect money for an organisation/institution h = to organise events to collect money for an organisation/institution
------------	--

i = something else, specify

### Note to users

This question is intended on finding out what voluntary activities people were involved in for no pay in the twelve months prior the interview.

### Universe

All members of the households in selected dwelling units aged 15 and above who were involved uncompensated activities in the 12 months prior the interview.

### Final code list

*Help the sick (Q55aVday)*

(@157 1.)

a) To help sick or handicapped people in their everyday life activities.

1 = Yes

2 = No

8 = Not applicable

9 = Unspecified

*Medical care (Q55bMedC)*

(@158 1.)

b) To provide medical care, or counselling, to sick or handicapped people.

1 = Yes

2 = No

8 = Not applicable

9 = Unspecified

*Provision of training (Q55cTrai)*

(@159 1.)

c) To provide training or instruction to others.

1 = Yes

2 = No

8 = Not applicable

9 = Unspecified

*Law and order (Q55dLawk)*

(@160 1.)

d) To keep law and order in a community.

1 = Yes

2 = No

8 = Not applicable

9 = Unspecified

*Maintenance of community resources (Q55eComu)*

(@161 1.)

e) To maintain or replenish community resources (e.g. building or improving roads, water supply, structures, green areas, etc).

1 = Yes

2 = No

8 = Not applicable

9 = Unspecified

*Organise cultural events (Q55fOrgE)*

(@162 1.)

f) To organise cultural events (e.g. music, dance, or performance), sporting events, or recreational activities for a community, neighbourhood, or a group.

1 = Yes

2 = No

8 = Not applicable

9 = Unspecified

*Collect money (Q55gColl)* (@163 1.)

- g) To collect money for an organisation/institution.  
1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

*Fund raising (Q55hFund)* (@164 1.)

- h) To organise events to collect money for an organisation/institution.  
1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

*Other voluntary work (Q55iOthr)* (@165 1.)

- i) Something else, specify ...  
1 = Yes  
2 = No  
8 = Not applicable  
9 = Unspecified

*Sector (Sector)* (@166 1.)

Derived variable: Derived from Questions 4.1 and 4.18.  
Employment Sector

#### **Final code list**

- 1 = Formal  
2 = Informal  
3 = Don't know  
4 = Domestic workers  
8 = Not applicable  
9 = Unspecified

Code for derivation:

```
sector=0;  
if status1 ne 1 then sector=8;  
if occup=10 then sector=4;  
if sector ne 4 then sector=q418sect;  
run;
```

*Main industry (Indus)* (@167 2.)

Derived variable: Derived from Question 4.2.  
Valid range: 1 – 90  
Not applicable: 88  
Unspecified: 99

Code for derivation:

Indus = 0  
**If 100<= Q42Indus=<199 then** Indus = 1  
**If 200<= Q42Indus=<299 then** Indus = 2  
**If 300<= Q42Indus=<399 then** Indus = 3  
**If 400<= Q42Indus=<499 then** Indus = 4  
**If 500<= Q42Indus=<599 then** Indus = 5  
**If 600<= Q42Indus=<699 then** Indus = 6

```

If 700<= Q42Indus=<799 then Indus = 7
If 800<= Q42Indus=<889 and Q42Indus ne 888 then Indus = 8
If 900<= Q42Indus=<997 then Indus = 9
If Q42Indus =010 then Indus = 10
If 020<= Q42Indus=<030 then Indus = 11
If Q42Indus=060 then Indus = 66
If Status1 ne 1 and Indus ne 88 then Indus = 88
If Indus = 0 and Q42Indus=999 then Indus =99

```

Values:

### Final code list

- 1 = Agriculture, hunting, forestry and fishing
- 2 = Mining and quarrying
- 3 = Manufacturing
- 4 = Electricity, gas and water supply
- 5 = Construction
- 6 = Wholesale and retail trade
- 7 = Transport, storage and communication
- 8 = Financial intermediation, insurance, real estate and business services
- 9 = Community, social and personal services
- 10 = Private households
- 11 = Exterior organisations and foreign government
- 90 = Other
- 88 = Not applicable
- 99 = Unspecified

### Main occupation (Occup)

(@169 2.)

Derived variable: Derived from Question 4.1.

Valid range: 1 – 97

Not applicable: 88

Unspecified: 99

Code for derivation:

Occup = 0

```

If (1110 <=Q41Occup=< 1999) then Occup = 1
If (2111 <=Q41Occup=< 2999) then Occup = 2
If (3111 <=Q41Occup=< 3999) then Occup = 3
If (4111 <=Q41Occup=< 4999) then Occup = 4
If (5111 <=Q41Occup=< 5999) then Occup = 5
If (6111 <=Q41Occup=< 6999) then Occup = 6
If (7111 <=Q41Occup=< 7999) then Occup = 7
If (8111 <=Q41Occup=< 8999) and Q41Occup ne 8888 then Occup =8
If (9111 <=Q41Occup=< 9998) then Occup = 9

```

**If Q41Occup=9131 and Indus=10 then** Occup = 10

**If Occup='00' and q41occup='0840' then** Occup='91';

```

If Q41Occup='0850' then Occup = 97
If Occup=0 and Q41Occup='0840' then Occup = 99
If Occup=0 and Q41Occup='0830' then Occup = 99
If Occup=0 and Q41Occup='9999' then Occup = 99
If Status1 ne 1 then Occup = 88

```

## Final code list

- 1 = Legislators, senior officials and managers
- 2 = Professionals
- 3 = Technical and associate professionals
- 4 = Clerks
- 5 = Service workers and shop and market sales workers
- 6 = Skilled agricultural and fishery workers
- 7 = Craft and related trades workers
- 8 = Plant and machine operators and assemblers
- 9 = Elementary Occupation
- 10 = Domestic workers
- 88 = Not applicable
- 91= Occupation not elsewhere defined
- 97 = Occupation not adequately defined
- 99 = Unspecified

### *Previous industry (Indusp)*

(@I71 2.)

Derived variable. Derived from questions 3.8 and 3.11.

Valid range: 1 – 90

Not applicable: 88

Unspecified: 99

Code for derivation:

```
indusp='99';
```

```
if status2=1 then indusp=88;
if q311ever ne 1 then indusp=88;
if q311ever=9 then indusp=99;

if q314indu='090' then indusp='90';
if 100<= q314indu=<199 then indusp ='01';
if 200<= q314indu=<299 then indusp ='02';
if 300<= q314indu=<399 then indusp ='03';
if 400<= q314indu=<499 then indusp ='04';
if 500<= q314indu=<599 then indusp ='05';

if 600<= q314indu=<699 then indusp ='06';
if 700<= q314indu=<799 then indusp ='07';
if 800<= q314indu=<899 and q314indu ne 888 then indusp ='08';
if 900<= q314indu=<998 then indusp ='09';
if q314indu=010 then indusp ='10';
if 020<= q314indu=<030 then indusp ='11';
if q314indu=060 then indusp ='12';
if status2 ne 1 and q311ever=1 and q314indu=999 then indusp=99;
*if indusp='00' and q314indu='***' then indusp='**';
*run;
```

## Final code list

- 1 = Agriculture, hunting and forestry
- 2 = Mining
- 3 = Manufacturing
- 4 = Electricity, gas and water
- 5 = Construction
- 6 = Wholesale and retail trade
- 7 = Transport, storage and communication

8 = Finance and business services  
 9 = Community, social and personal services  
 10 = Private households  
 11 = Exterior organizations and foreign government  
 12 = Activities not adequately defined  
 90 = Other  
 88 = Not applicable  
 99 = Unspecified

*Previous occupation (occuprev)*

(@I73 2.)

Derived variable. Derived from questions 3.8 and 3.10.  
 Valid range: 1 – 97  
 Not applicable: 88  
 Unspecified: 99

Code for derivation:

```

occuprev='99';

if status2=1 then occuprev=88;
if q31lever ne 1 then occuprev=88;

if (1110<=q313occu=<1999 ) then occuprev ='01';
if (2111<=q313occu=<2999 ) then occuprev ='02';
if (3111<=q313occu=<3999 ) then occuprev ='03';
if 4111<=q313occu=<4999 then occuprev ='04';
if (5111<=q313occu=<5999) then occuprev ='05';
if (6111<=q313occu=<6999 ) then occuprev ='06';
if 7111<=q313occu=<7999 then occuprev ='07';
if 8111<=q313occu=<8999 and q313occu ne 8888 then occuprev ='08';
if (9111<=q313occu=<9998) then occuprev ='09';
if q313occu=9131 and indusp='10'
  then occuprev ='10';
if q313occu='0850' then occuprev ='97';
if occuprev=99 and q313occu='0840' then occuprev='91';

if occuprev=99 and q313occu='0830' then occuprev='99';

if status2 ne 1 and q31lever=1 and q313occu=9999 then occuprev='99';

if status1=1 or q31lever=2 or q313occu=8888 then occuprev='88';
if q31lever=9 then occuprev=99;
run;

```

## Final code list

- 1 = Legislators, senior officials and managers
- 2 = Professionals
- 3 = Technical and associate professionals
- 4 = Clerks
- 5 = Service workers and shop and market sales workers
- 6 = Skilled agricultural and fishery workers
- 7 = Craft and related trades workers
- 8 = Plant and machine operators and assemblers
- 9 = Elementary Occupation
- 10 = Domestic workers
- 88 = Not applicable
- 97 = Occupation not adequately defined
- 99 = Occupation not elsewhere defined, Unspecified

### *Income group (IncmGrp)*

(@175 2.)

Derived variable. Derived from questions 4.15.a, 4.15.b and 4.15.c.

Valid range: 1 – 16

Not applicable: 88

Unspecified: 99

Code for derivation:

```
if q415bsal=1 and (q415asal ne 9999999 or q415asal ne 8888888) then income=q415asal*4;
if q415bsal=2 and (q415asal ne 9999999 or q415asal ne 8888888) then income=q415asal;
if q415bsal=3 and (q415asal ne 9999999 or q415asal ne 8888888) then income=q415asal/12;
if q415bsal=9 and (q415asal ne 9999999 or q415asal ne 8888888) then income=9999999;
if q415asal=9999999 then income=9999999;
if q415asal=8888888 then income=8888888;
if income<1 or q415csal=1 then incmgrp=1;
if 1<=income<=200 or q415csal=2 then incmgrp=2;
if 201<=income<=500 or q415csal=3 then incmgrp=3;
if 501<=income<=1000 or q415csal=4 then incmgrp=4;
if 1001<=income<=1500 or q415csal=5 then incmgrp=5;
if 1501<=income<=2500 or q415csal=6 then incmgrp=6;
if 2501<=income<=3500 or q415csal=7 then incmgrp=7;
if 3501<=income<=4500 or q415csal=8 then incmgrp=8;
if 4501<=income<=6000 or q415csal=9 then incmgrp=9;
if 6001<=income<=8000 or q415csal=10 then incmgrp=10;
if 8001<=income<=11000 or q415csal=11 then incmgrp=11;
if 11001<=income<=16000 or q415csal=12 then incmgrp=12;
if 16001<=income<=30000 or q415csal=13 then incmgrp=13;
if (30001<=income<=8799999) or q415csal=14 then incmgrp=14;
if q415csal=15 then incmgrp=15;
if q415csal=16 then incmgrp=16;
if income=8888888 and q415csal=88 then incmgrp=88;
if incmgrp=. then incmgrp=99;
```

### *Official employment status (Status1)*

(@I77 1.)

Derived variable: Derived from a logical series of steps involving Worked past 7 days, Job although absent, Work category, Reason absent from work, Acceptance of job, Time to start work, Work seeking action.

Note: The difference between this and the following variable is that, to qualify as unemployed, a person needs to be willing to accept work within a week and have taken action to find work during the past month. If these conditions are not satisfied, the person is classified as not economically active.

Valid range: 0 – 2

#### **Final code list**

0 = Not economically active

1 = Employed

2 = Unemployed

Code for derivation

status1=0;

```

if q21aownb=1 or q21bpaid=1 or q21cdome=1 or q21dunpd=1
    or q21efarm=1 or q21fcons=1 or q21gCtch=1 then status1=1;

if q22havew='1' and (q23rsnab ne 99 or q23rsnab<10
    and q23rsnab ne 6) then status1=1;

if q22havew='1' and (q23rsnab=6 or q23rsnab>9) then status1=2;

if (q31YnotW=1) or (7<=q31YnotW<=13) then status1=2;
if status1=2 and (q35accep>2 or q36whnst>1) then status1=0;

if status1=2 and (q37lookw=2 and q37bgnbu=2) then status1=0;
if q31YnotW=1 then status1=2;
run;

```

### *Expanded employment status (Status2)*

(@I78 1.)

Derived variable: Derived from a logical series of steps involving Worked past 7 days, Job although absent, Work category, Reason absent from work, Acceptance of job, Time to start work.

Note: See “Official employment status” variable

Valid range: 0 – 2

#### **Final code list**

0 = Not economically active

1 = Employed

2 = Unemployed

Code for derivation

status2=0;

```

if q21aownb=1 or q21bpaid=1 or q21cdome=1 or q21dunpd=1 or q21efarm=1 or
    q21fcons=1 or q21gCtch=1 then status2=1;
if q22havew='1' and (q23rsnab ne 99 and q23rsnab<10 and q23rsnab ne 6) then
status2=1;
if q22havew='1' and (q23rsnab=6 or q23rsnab>9) then status2=2;
if (q31YnotW=1) or (7<=q31YnotW<=13) then status2=2;
if status2=2 and (q35accep>2 or q36whnst>1) then status2=0;
if q31YnotW=1 then status2=2;

```

run;

*STRATUM (Stratum)*

(@179 2.)

Derived variable: Derived from *Type* per Province

Valid range: 1 – 18

**Final code list**

1. Western Cape – urban
2. Western Cape – non-urban
3. Eastern Cape – urban
4. Eastern Cape- non-urban
5. Northern Cape – urban
6. Northern Cape – non-urban
7. Free State – urban
8. Free State – non-urban
9. KwaZulu-Natal – urban
10. KwaZulu-Natal – non-urban
11. North West – urban
12. North West – non-urban
13. Gauteng – urban
14. Gauteng – non-urban
15. Mpumalanga – urban
16. Mpumalanga – non-urban
17. Limpopo – urban
18. Limpopo – non-urban

*PSU (PSU)*

(@181 7.)

Primary sampling unit.

Valid range: 1011001 - 9312247

*Weight (Person\_Wgt)*

(@188 8.4)

Derived variable: as explained on pages 2 and 3.

This is the individual/person weight, identical to that in the PERSON file.

Valid range: 54.76441777 – 3967.7509585

**DATA FILE: STRATUM\_PSU**

The LFS' is based on multistage stratified cluster sample (i.e. complex samples). The sampling population is first stratified into explicit strata, then pre-specified numbers of primary sampling units (i.e. PSU's) are drawn in the strata, whereupon a fixed number of households are drawn in each drawn PSU's. The consequence of this is that statistical techniques of analysis based on a simple random sample design will give liberal (i.e. too significant) results. This is the case with most generally available statistical software packages. However, dedicate software is available which takes the complexity of the of the sample design into consideration and which requires stratum and PSU numbers. The STRATUM\_PSU data file is supplied for this type of analysis and can be merged with any of the other three data files i.e. PERSON, WORKER and HOUSE by the variable unique number (UqNr), position 1 to 13.

This file contains stratum and PSU numbers.

*Unique number (UqNr)*

(@1 13.)

Unique household identifier

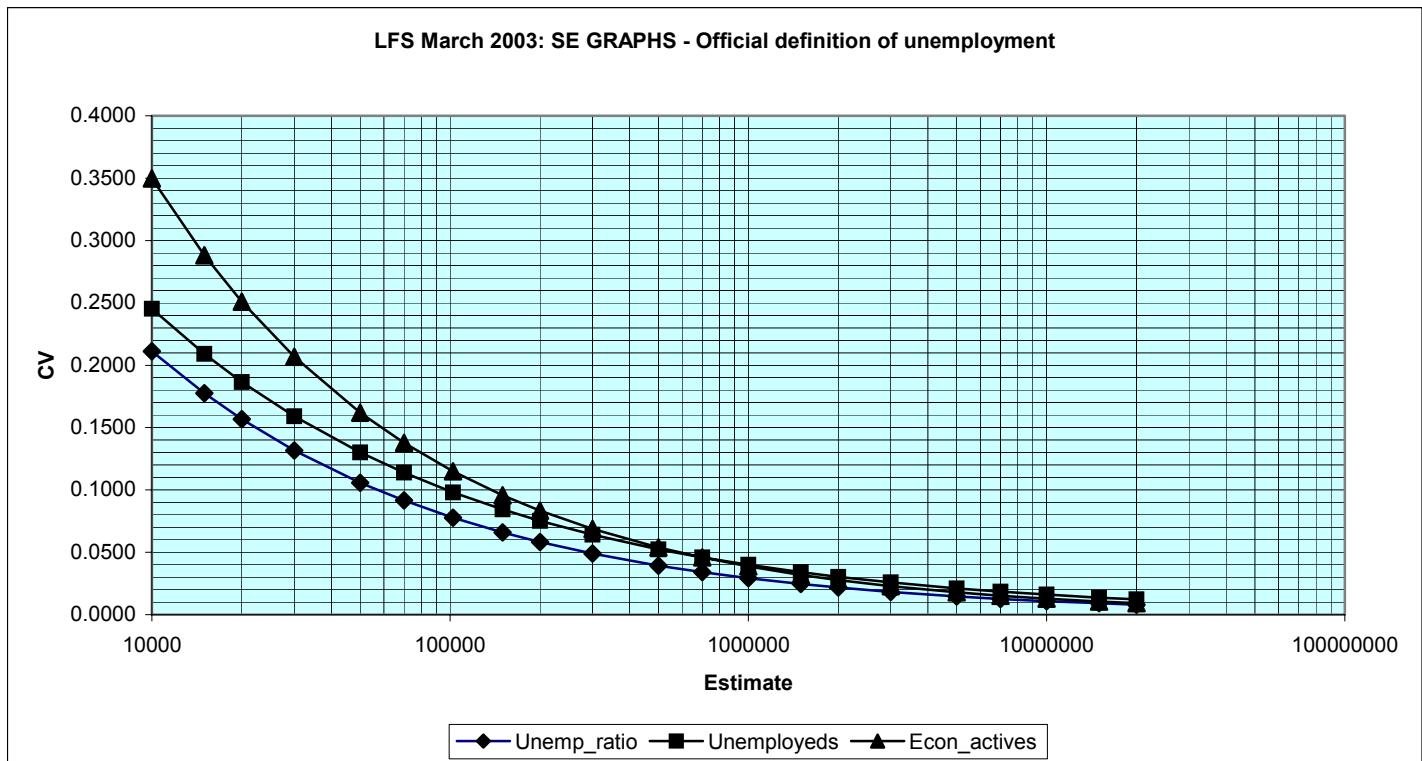
Note: This is the unique household identifier which can be used to link data from this file with data for the same household from other files.

*Stratum number (Stratum)*

(@14 2.)

**Please Note:** To get rid of non-existing stratum numbers all records with invalid weights should be deleted after merging

## Appendix 1



## Appendix 2

