

Survey of Employers and Self-Employment 2001 Meta-data

The Survey of Employers and Self-Employed 2001 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)

THE DATA FILES

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

Location_F
Operation_F
Costs_F

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 file.

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 Survey of Employers and Self-employed 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 business identifier. The last two digits of the unique number (UqNr) denotes a business number. These can be used to link records from different files. The syntax needed to merge information from different files will differ according to the statistical package used.

METHODOLOGY

Sample design

Due to the lack of the sample frame for businesses not registered for VAT, the LFS (which is a household-based survey) was used to determine people at their place of residence, who are running such businesses. For the LFS a sample of 30 000 dwelling units was drawn from 3000 primary sampling units (PSUs) (that is 10 dwelling units per enumerator area (EA)) 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. The SESE sample is a sub-set of persons from the LFS who qualified as people running businesses not registered for VAT. Screening for the SESE was done at the same time as the interview for the LFS. Members of the households who were interviewed were asked to answer a screening question to determine those who qualified for SESE. The following criteria were both applied to determine those who qualified:

- a) A person who is running or doing any kind of business for himself/herself or with one or more partners and
- b) The business is not registered for VAT

In cases where two or more members in a household were running a business, the main owner was selected for the SESE interview. In cases where more than one person in a household were running separate businesses not registered for VAT, all relevant persons were selected.

Weights

Because of item and unit non-response, standard errors of estimates are increased and estimations sometimes become biased. The two main methods for adjustment for non-response are imputation and re-weighting. Because of multistage sampling in the case of LFS sample, adjustment-cell weighting was applied. We first calculated the PSU inclusion probability as

$$P_{PSU} = \frac{n_{PSU}}{N_{PSU}}$$

where n_{PSU} is the number of households in a selected PSU multiplied by number of PSU in a stratum and N_{PSU} is the total number of households in a stratum. For LFS two strata were considered, viz. urban (code = 1) and rural (code = 2). After calculating the PSU inclusion probability, we calculated household inclusion probability as

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

where n_{HH} is the sample size in terms of dwelling units, H_{HH} is the number of dwelling units in a selected PSU, and r_{HH} is response rate. Response rate was calculated as the ratio of response to the sum of response and refusals. Final result codes were used as a measure of response, refusal, and out of scope. Result codes 0, 7, and 8 were regarded as out of scope and were excluded in the calculation.

Because of panel survey employed in LFS, P_{PSU} for LFS-1, LFS-2, and LFS-3 must be the same, and this was checked to see if the same sample drawn for LFS-1 was used for LFS-3 and found to be the case. After calculating the inclusion probabilities, weights were calculated from these inclusion probabilities. The household adjusted weight was calculated as

$$W_{HH} = [P_{PSU} \cdot P_{HH}]^{-1}$$

After adjusting weights, SAS's procedure called Univariante was used to determine the outliers of W_{HH} . The output of the above process was input to CALMAR, a SAS macro used for benchmarking. For auxiliary information required by CALMAR, mid-year estimates for the year 2001 were used. CALMAR uses the raking-ratio weighting procedure, thus observations with a lot of item non-response were excluded from the macro. Gender, race, and age group parameters were used for cross-classifying the population into adjustment cells. CALMAR's output was the benchmarked household weights. These weights were then trimmed the same way household weights were trimmed.

Since auxiliary data was for June 2001 and the data for March 2001, exponential projection of the weights was done as follows:

$$W_{MAR} = W_{JUN} \cdot \exp[-r(t_{JUN} - t_{MAR})]$$

where W_{MAR} is the weight in March 2001, W_{JUN} is the weight in June 2001, r is the growth rate in the period $t_{JUN} - t_{MAR}$

The dataset

Since the weights were calculated based on individuals, analysis of the SESE is based on persons who were running businesses that were not registered for VAT in March 2001, rather than the businesses themselves.

Altogether 5 837 businesses that were not registered for VAT, and 5 702 individuals running these businesses, were recorded in the SESE data set. A maximum of 3 businesses was recorded per person/s.

DATA FILE: Location

Unique number (UqNr1) (@ 1 15.)
Unique Business Identifier

Note: This is the unique business identifier which can be used to link data from this file with data for the same businesses from other files. The last two digits denotes the business number

Business number (BusNr) (@16 1.)
Business number
Valid range: 1 – 3

Person number (PersonNr) (@17 2.)
Person (respondent) number within Household
Valid range: 1 – 13

Gender (C_Gender) (@ 19 1.)
D. Is a male or a female?
Valid range: 1 – 2
Unspecified: 9

Race (E_Race) (@20 1.)
F. What population group does belong to?
Valid range: 1 – 5
1 = African
2 = Coloured
3 = Indian/Asian
4 = White
5 = Other
9 = Unspecified

Registered for VAT (Q4VAT) (@21 1.)
Q4.Is your business registered for VAT
Valid code: 2

Employment status (Q5Owners) (@22 1.)
Valid range: 1-2

Occupation (Q7MainDu) (@23 4.)
Occupation of the owner of the business, what s/he does in his/her main business
Valid range: 0830 - 9333

Industry (Q9BusNam) (@27 3.)
Industry of the business
Valid range: 010 - 990

Multiple owner (Q10MultO) (@30 1.)
Q10. Is the business owned by yourself as a single owner?
Valid range: 1-2

Owned in partnership (Q11HsePa) (@31 1.)

Q11. Is the owned in partnership with other members of your household?

Valid range: 1-2

Not applicable: 8

Number of partners in the household (Q12Numbe) (@32 2.)

Q12. How many household members, including yourself, are partners in the business?

Valid range: 1 - 21

Not applicable: 88

Any partners in other household (Q13Other) (@34 1.)

Q13. Are there any business partners living in other households?

Valid range: 1-2

Not applicable: 8

Number of partners in neighbourhood (Q14Innei) (@35 2.)

Q14. How many of those partners live in this neighbourhood?

Valid range: 00 - 22

Not applicable: 88

Number of partners elsewhere (Q15OutNe) (@37 2.)

Q15. How many partners live elsewhere?

Valid range: 00 - 04

Not applicable: 88

Number of households (Q16Total) (@39 2.)

Q16. In how many different households, including yours, are the partners in this business living?

Valid range: 01 - 23

Not applicable: 88

Main owner (Q17MainO) (@41 1.)

Q17. Who is the main owner of this business?

Valid range: 1-5

Not applicable: 8

Location of the business (Q18Locat) (@42 2.)

Q.18. Does this business operate ...?

Valid range: 01 - 11

Unspecified: 99

Location arrangement (Q19Locar) (@44 1.)

Q19. Is the location of the business a permanent (over a period of time) or a temporary arrangement (e.g can change from day to day)?

Valid range: 1 - 3

Not applicable: 8

Unspecified: 9

Business arrangement (Q20Arran)

(@45 1.)

Q20. Is the arrangement set up and taken down every business day (e.g putting up tables or boxes for selling products)?

Valid range: 1 – 3

Not applicable: 8

Unspecified: 9

Main Structure (Q21Mains)

(@46 1.)

Q21. Is the main structure where the business is located

Valid range: 1 – 7

Not applicable: 8

Unspecified: 9

Pay for location (Q22PayLo)

(@47 1.)

Q22. Do you pay for use of this location for business purposes?

Valid range: 1 - 3

Not applicable: 8

Unspecified: 9

Method of payment (Q23modep)

(@48 2.)

Q23. How do you pay for the use of this location?

Valid range: 1-8

Not applicable: 88

Unspecified: 99

Business location site (Q24BusLo)

(@50 2.)

Q24. Why is the business located at its present site?

Valid range: 1 - 10

Not applicable: 88

Unspecified: 99

Availability of electricity (Q25Elect)

(@52 1.)

Q25. Is the electricity available at this site?

Valid range: 1-3

Not applicable: 8

Unspecified: 9

Source of water (Q26Water)

(@53 2.)

Q26. What is the main source of water?

Valid range: 1- 13

Not applicable: 88

Unspecified: 99

Type of toilet (Q27Toile) (@55 2.)

Q27. What kind of toilet facility does the business have?

Valid range: 1-9

Not applicable: 88

Unspecified: 99

Telephone (Q28Telep) (@57 1.)

Q28. Where is the nearest telephone that the business can use?

Valid range: 1-5

Unspecified: 9

Hours telephone (Q29Hrste) (@58 1.)

Q29. How many minutes do you have to travel to the nearest telephone you can use
(by your usual means of transport)

Valid range: 1-6

Not applicable: 8

Unspecified: 9

Phone owner (Q30Phone) (@59 1.)

Q30. Who owns the telephones?

Valid range: 1-7

Unspecified: 9

Business transactions (Q31Bustr) (@60 1.)

Q31. What transactions do you record for this business?

Valid range: 1-4

Unspecified: 9

Purchases recorded (Q32Purre) (@61 1.)

Q32. Are purchases for the business recorded?

Valid range: 1-2

Not applicable: 8

Unspecified: 9

Method of recording (Q33TypeR) (@62 1.)

Q33. How are the purchases recorded?

Valid range: 1-2

Not applicable: 8

Unspecified: 9

Expenditure (Q34Expen) (@63 1.)

Q34. Are the expenditures on the business recorded separately from expenditures on the households?

Valid range: 1-4

Not applicable: 8

Unspecified: 9

Licenses/permits for business (Q35Licen) (@64 1.)

Q35. Do you have any licenses or permits to operate this business?

Valid range: 1-2

Q36. Who issued the license/s or permit/s?

1) *Municipality/Provincial authority (Q361Muni)* (@65 1.)

Valid range: 1-2

Not applicable: 8

Unspecified: 9

2) *Professional association (Q362Prof)* (@66 1.)

Valid range: 1-2

Not applicable: 8

Unspecified: 9

3) *Business association (Q363Busa)* (@67 1.)

Valid range: 1-2

Not applicable: 8

Unspecified: 9

4) *Regional Services Council (Q364Regs)* (@68 1.)

Valid range: 1-2

Not applicable: 8

Unspecified: 9

5) *Traditional healer (Q365Trad)* (@69 1.)

Valid range: 1-2

Not applicable: 8

Unspecified: 9

6) *Protection agency/ies (Q366Proc)* (@70 1.)

Valid range: 1-2

Not applicable: 8

Unspecified: 9

7) *Friend/relative (Q367Frie)* (@71 1.)

Valid range: 1-2

Not applicable: 8

Unspecified: 9

8) *Other, specify (Q368Othe)* (@72 1.)

Valid range: 1-2

Not applicable: 8

Unspecified: 9

Q38. Is your business registered

1) *With a Regional Services Council (Q371Regs)* (@73 1.)

Valid range: 1-2

2) *for Unemployment Insurance Fund, UIF (Q372UIF)* (@74 1.)

Valid range: 1-2

3) *Other (Q373Othe)* (@75 1.)

Valid range: 1-2

Type of business (Q38TypeB) (@76 1.)

Q38. Do you consider this business to be

Valid range: 1 - 2

Unspecified: 9

Payment for protection (Q39Prote) (@77 1.)

Q39. Do you pay any money to protect your business?

Valid range: 1-2

Q40.To whom do you make these payments?

1) Security agency (Q401Seca) (@78 1.)

Valid range: 1-2

Not applicable: 8

2) Other protection services (Q402Prot) (@79 1.)

Valid range: 1-2

Not applicable: 8

3) Other, specify (Q403Othe) (@80 1.)

Valid range: 1-2

Not applicable: 8

Duration (Q41Durat) (@81 2.)

Q41. How many months in the last twelve months did the business operate?

Valid range: 01 - 12

Unspecified: 99

Less than 12 months (Q42Less1) (@83 2.)

Q42. Ask if less than 12 months on Q41, otherwise go to Q43

What was the main reason that the business had no activity in some months?

Valid range: 1-12

Not applicable: 88

Unspecified: 99

Business started (Q43BusSt) (@85 1.)

Q43. When did this business start operating?

Valid range: 1 - 6

Unspecified: 9

Owner started (Q44Owner) (@86 1.)

Q44 When did you yourself start in this business?

Valid range: 1-5

Unspecified: 9

Main reason (Q45MainR) (@87 2.)

Q45. What was the main reason you started in this business?

Valid range: 1-11

Unspecified: 99

Find any support (Q46FinSu) (@89 1.)

Q46. Did you need any money to start this business?

Valid range: 1-2

Unspecified: 9

Usage of own money (Q47Owner) (@90 1.)

Q47 Did you use your own money to start the business?

Valid range: 1-2

Not applicable: 8

Unspecified: 9

Main source of money (Q48MainS) (@91 2.)

Q48. What was the main source of your money?

Valid range: 1- 10

Not applicable: 88

Unspecified: 99

Your total amount used (Q49Total) (@93 5.)

Q49. What was the total sum used from your own money to start the business?

Valid range: 00005 – 80000

Not applicable: 88888

Unspecified: 99999

Borrowing of money (Q50BorMo) (@98 1.)

Q50. Did you borrow any money from a stokvel or any other cooperatives or collective arrangements to start the business?

Valid range: 1-2

Not applicable: 8

Unspecified: 9

Total amount borrowed (Q51Total) (@99 5.)

Q51. How much money did you obtain from such arrangement/s to start the business?

Valid range: 00020 – 70000

Not applicable: 88888

Unspecified: 99999

Paying off money borrowed (Q52PayOf) (@104 1.)

Q52. Are you presently paying off the money borrowed from such arrangement/s?

Valid range: 1-2

Not applicable: 8

Unspecified: 9

Total paid (Q53Total) (@105 5.)

Q53. How much did you pay off in the last calendar month?

Valid range: 00010 – 40000

Not applicable: 88888

Unspecified: 99999

Borrow from other sources (Q54Other)

(@110 1.)

Q54. Did you borrow any money from anywhere else to start the business?

Valid range: 1 – 2

Not applicable: 8

Unspecified: 9

Q55. From where did you get the loan?

- 1) *Loans from commercial banks (Q551Comb)* (@111 1.)
Valid range: 1-2
Not applicable: 8
Unspecified: 9
- 2) *Loans from friends/relatives (Q552Frie)* (@112 1.)
Valid range: 1-2
Not applicable: 8
Unspecified: 9
- 3) *Loans from credit societies (Q553CrSo)* (@113 1.)
Valid range: 1-2
Not applicable: 8
Unspecified: 9
- 4) *Loans from moneylenders/mashonisas (Q554Mone)* (@114 1.)
Valid range: 1-2
Not applicable: 8
Unspecified: 9
- 5) *Loans from (business) partners (Q555Part)* (@115 1.)
Valid range: 1-2
Not applicable: 8
Unspecified: 9
- 6) *Loans from business association (Q556Busa)* (@116 1.)
Valid range: 1-2
Not applicable: 8
Unspecified: 9
- 7) *Loans from NGO/CBO (Q557NGO)* (@117 1.)
Valid range: 1-2
Not applicable: 8
Unspecified: 9
- 8) *Loans from others, specify (Q558Othe)* (@118 1.)
Valid range: 1-2
Not applicable: 8
Unspecified: 9

Total amount borrowed (Q56Total)

(@119 5.)

Q56. What was the total sum of the money that you borrowed to start the business
(excluding loans from a stokvel, etc.)?

Valid range: 00009 - 75000

Not applicable: 88888

Unspecified: 99999

Paying off money borrowed (Q57PayOf)

(@124 1.)

Q57. Are you presently paying off any money for the loan/s you took to start the business?

Valid range: 1-2

Not applicable: 8

Unspecified: 9

Total amount paid (Q58TotPa)

(@125 5.)

Q58. How much money did you pay off in the last calendar month?

Valid range: 00008 - 03000

Not applicable: 88888

Unspecified: 99999

Obtain grant (Q59BusGR)

(@130 1.)

Q59. Did you obtain a grant to start this business?

Valid range: 1- 2

Not applicable: 8

Unspecified: 9

Q60. From where did you obtain the business grant?

1) *From government (Q601Gove)* (@131 1.)

Valid range: 1-2

Not applicable: 8

Unspecified: 9

2) *From a non-governmental organisation (Q602NGO)* (@132 1.)

Valid range: 1-2

Not applicable: 8

Unspecified: 9

3) *Other, specified (Q603Othe)* (@133 1.)

Valid range: 1-2

Not applicable: 8

Unspecified: 9

Q61. Did you face any of the following difficulties when you started this business?

1) *Obtaining premises/space (Q6101Pre)* (@134 1.)

Valid range: 1-2

2) *Inadequate premises (Q6102Inp)* (@135 1.)

Valid range: 1-2

3) *Access to raw materials/supplies (Q6103Raw)* (@136 1.)

Valid range: 1-2

4) *Government regulations (Q6104Gov)* (@137 1.)

Valid range: 1-2

5) *Poor technical know-how (Q6105Poo)* (@138 1.)

Valid range: 1-2

6) *Poor management skills (Q6106Poo)* (@139 1.)

Valid range: 1-2

7) *Getting market/customers (Q6107Get)* (@140 1.)

Valid range: 1-2

8) *Inadequate money of your own (Q6108InM)* (@141 1.)

Valid range: 1-2

9) *Inadequate credit from banks/other sources (Q6109Inc)* (@142 1.)

Valid range: 1-2

10) *Getting access to financial services, e.g. to open a bank account (Q6110Fin)* (@143 1.)

Valid range: 1-2

11) *Harassment by authorities (Q6111Har)* (@144 1.)

Valid range: 1-2

12) *Harassment by protection agencies (Q6112Har)* (@145 1.)

Valid range: 1-2

13) *Harassment by competitors (Q6113Har)* (@146 1.)

Valid range: 1-2

14) *High staff turnover (Q6114Tur)* (@147 1.)

Valid range: 1-2

15) *Inadequate machinery, equipment (Q6115InM)* (@148 1.)

Valid range: 1-2

16) *Inadequate facilities (toilets, electricity, etc.) (Q6116InF)* (@149 1.)

Valid range: 1-2

17) *Other, specified (Q6117Oth)* (@150 1.)

Valid range: 1-2

Most difficult problem (Q62MostD) (@151 2.)

Q62. Which was the most difficult problem?

Valid range: 01 - 17

Not applicable: 88

Unspecified: 99

Main industry (Indus) (@153 2.)

Derived variable: Derived from Questions 8 and 9.

Valid range: 1 – 90

Code for derivation:

```
indus='00';
```

```
if q9busnam='090' then indus='90';
if 100<= q9busnam<199 then indus='01';
if 200<= q9busnam<299 then indus='02';
if 300<= q9busnam<399 then indus='03';
if 400<= q9busnam<499 then indus='04';
if 500<= q9busnam<599 then indus='05';
if 600<= q9busnam<699 then indus='06';
if 700<= q9busnam<799 then indus='07';
if 800<= q9busnam<889 and q9busnam
    ne 888 then indus='08';
```



```

if 900<= q9busnam=<997 then indus = '09';
if q9busnam=010 then indus = '10';
if 020<= q9busnam=<030 then indus = '11';
if 040<=q9busnam<=060 then indus = '12';
if indus='00' and q9busnam=999 then indus='99';

```

Values:

- 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
- 90 = Other
- 99 = Unspecified

Main occupation (Occup)

(@155 2.)

Derived variable: Derived from Question 5 and 6.

Valid range: 1 – 97

Unspecified: 99

Code for derivation:

```
occup= '00' ;
```

```

if (1110<=q7maindu=<1999 ) then occup = '01';
if (2111<=q7maindu=<2999 ) then occup = '02';
if (3111<=q7maindu=<3999 ) then occup = '03';
if 4111<=q7maindu=<4999 then occup = '04';
if (5111<=q7maindu=<5999) then occup = '05';
if (6111<=q7maindu=<6999 ) then occup = '06';
if 7111<=q7maindu=<7999 then occup = '07';
if (8111<=q7maindu=<8999) and q7maindu ne 8888 then occup = '08';
if (9111<=q7maindu=<9998) then occup = '09';
if q7maindu=9131 and indus=10 then occup = '10';
if q7maindu='0850' then occup = '97';
if occup='00' and q7maindu='0830' then occup='9999';
if occup='00' and q7maindu=9999 then occup='9999';

```

Values:

- 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
97 = Occupation not adequately defined
99 = Unspecified

Province (Prov)

(@157 1.)

South African provinces

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

Valid range: 1 – 9

Values:

1 = Western Cape
2 = Eastern Cape
3 = Northern Cape
4 = Free State
5 = KwaZulu-Natal
6 = North West
7 = Gauteng
8 = Mpumalanga
9 = Limpopo

Type of area (Type)

(@158 1.)

Derived variable: Derived from the 4th digit of the Unique Number.

Valid range: 1 – 2

Values:

1=Urban
2=Non-urban (Rural)

STRATUM (Stratum)

(@159 2.)

Derived variable: Derived from *Type* per Province

Valid range: 1 – 18

Values:

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)

(@161 7.)

The first 7 digits of the UqNr.

Weight (weight) (@168 8.4)
Derived variable: as explained on pages 2 and 3.
This is the individual/person weight.
Valid range: 51.413103034 – 2298.5214222

DATA FILE : OPERATION_F

Unique number (UqNr1) (@ 1 15.)
Unique Business Identifier

Note: This is the unique business identifier which can be used to link data from this file
with data for the same businesses from other files. The last two digits denotes a business number.

Business number (BusNr) (@16 1.)
Business number
Valid range: 1 – 3

Person number (PersonNr) (@17 2.)
Person (respondent) number within Household
Valid range: 1 – 13

Gender (C_Gender) (@ 19 1.)
D. Is a male or a female?
Valid range: 1 – 2
Unspecified: 9

Race (E_Race) (@20 1.)
F. What population group does belong to?
Valid range: 1 – 5
1 = African
2 = Coloured
3 = Indian/Asian
4 = White
5 = Other
9 = Unspecified

Registered for VAT (Q4VAT) (@21 1.)
Q4.Is your business registered for VAT
Valid code: 2

Occupation (Q7MainDu) (@22 4.)
Occupation of the owner of the business, what s/he does in his/her main business
Valid range: 0830 - 9333
Unspecified: 9999

Industry (Q9BusNam) (@26 3.)
Industry of the business
Valid range: 010 – 990
Unspecified: 999

Location of the business (Q18Locat) (@29 2.)

Q.18. Does this business operate

Valid range: 01 - 11

Unspecified: 99

Usage of raw material (Q63RawMa) (@31 1.)

Q63. Does the business use any of the raw materials e.g wood or steel? Raw material is something
That you change in some way before selling it.

Valid range: 1-2

Unspecified: 9

Supplier of raw material (Q64Suppl) (@32 2.)

Q64. From whom does the business obtain most of the raw materials?

Valid range: 1-8

Not applicable: 88

Unspecified: 99

Source of materials (Q65SrceM) (@34 1.)

Q65. Where does the business obtain most of the raw materials?

Valid range: 1 - 4

Not applicable: 8

Unspecified: 9

Business arrangement for materials (Q66BusaR) (@35 1.)

Q66. Does the business have any arrangement where it, and other similar businesses, pool
money together to buy raw materials?

Valid range: 1-2

Not applicable: 8

Unspecified: 9

Special Price (Q67Speci) (@36 1.)

Q67. Does the business get a special price for its raw materials or does it pay the same as any other private individual?

Valid range: 1 - 4

Not applicable: 8

Unspecified: 9

Transportation of raw material (Q68Trans)

(@37 1.)

Q68. How are the raw materials transported to the business?

Valid range: 1-7

Not applicable: 8

Unspecified: 9

Usage of any supplies (Q69Suppl)

(@38 1.)

Q69. Does the business use any supplies, e.g. beverages or fruit?

Supply is something that you do not change before reselling it.

Valid range: 1-2

Unspecified: 9

Source of supplies (Q70SrceS)

(@39 2.)

Q70. From whom does the business obtain most of its supplies?

Valid range: 1-8

Not applicable: 88

Unspecified: 99

Where obtain (Q71Where)

(@41 1.)

Q71. Where does the business obtain most of its supplies?

Valid range: 1-5

Not applicable: 8

Unspecified: 9

Business arrangement for supplies (Q72BuSAr)

(@42 1.)

Q72. Does the business have any arrangement with other similar businesses to pool money together to buy supplies?

Valid range: 1-2

Not applicable: 8

Unspecified: 9

Transportation of supplies (Q73Trans)

(@43 1.)

Q73. How are the supplies transported to the business?

Valid range: 1-7

Not applicable: 8

Unspecified: 9

Special price (Q74Speci)

(@44 1.)

Q74. Does the business get a special price for its supplies or does it pay the same as any other private individual?

Valid range: 1-4

Not applicable: 8

Unspecified: 9

Month (Q75Month)

(@45 5.)

Q75. In the last calendar month, how much was spent on these supplies?

Valid range: 00000 - 40000

Not applicable: 88888

Unspecified: 99999

Selling location (Q76Selli)

(@50 1.)

Q76. Where does the business sell most of its products/services

Valid range: 1-5

Unspecified: 9

Main customer (Q77MainC)

(@51 1.)

Q77. To whom does the business mainly sell the products/provide the services?

Valid range: 1-5

Unspecified: 9

Transportation of products (Q78Trans)

(@52 1.)

Q78. How are the goods ,or materials and equipment for the services, transported to the customers?

Valid range: 1-7

Unspecified: 9

Gross income from sales (Q79Gross)

(@53 5.)

Q79. In the last calendar month, how much money came in to the business through sales, before any deductions?

Valid range: 00000 - 44000

Unspecified: 99999

Income from other sources (Q80Other)

(@58 5.)

Q80. In the last calendar month, how much money came in to the business from other sources, e.g. loans?

Valid range: 00000 - 20000

Unspecified: 99999

Q81. How much do the following difficulties affect the operation of the business?
Give a number from a three-point scale, where **1** means **Not at all**, **2** means **To some extent**
and **3** means **To a large extent**

- | | |
|---|----------|
| 1) <i>Payment of debts (Q8101Pay)</i> | (@63 1.) |
| Valid range: 1-3 | |
| Unspecified: 9 | |
| 2) <i>Availability of credit facilities (Q8102Cre)</i> | (@64 1.) |
| Valid range: 1-3 | |
| Unspecified: 9 | |
| 3) <i>Management skills (Q8103Man)</i> | (@65 1.) |
| Valid range: 1-3 | |
| Unspecified: 9 | |
| 4) <i>Access to financial services, e.g. to a bank account (Q8104Fin)</i> | (@66 1.) |
| Valid range: 1-3 | |
| Unspecified: 9 | |
| 5) <i>Money to run business (Q8105Mon)</i> | (@67 1.) |
| Valid range: 1-3 | |
| Unspecified: 9 | |
| 6) <i>Tools or equipment (Q8106Too)</i> | (@68 1.) |
| Valid range: 1-3 | |
| Unspecified: 9 | |
| 7) <i>Owner's skills (Q8107Own)</i> | (@69 1.) |
| Valid range: 1-3 | |
| Unspecified: 9 | |
| 8) <i>Skilled personnel (Q8108Ski)</i> | (@70 1.) |
| Valid range: 1-3 | |
| Unspecified: 9 | |
| 9) <i>Regulations, laws, etc. (Q8109Reg)</i> | (@71 1.) |
| Valid range: 1-3 | |
| Unspecified: 9 | |
| 10) <i>Harassment by authorities (Q8110Aut)</i> | (@72 1.) |
| Valid range: 1-3 | |
| Unspecified: 9 | |
| 11) <i>Harassment by protection agencies (Q8111Pro)</i> | (@73 1.) |
| Valid range: 1-3 | |
| Unspecified: 9 | |
| 12) <i>Harassment by competitors (Q8112Com)</i> | (@74 1.) |
| Valid range: 1-3 | |
| Unspecified: 9 | |

13) <i>Heavy taxes and license fees (Q8113Tax)</i> Valid range: 1-3 Unspecified: 9	(@75 1.)
14) <i>Raw materials/irregular supply (Q8114Raw)</i> Valid range: 1-3 Unspecified: 9	(@76 1.)
15) <i>Transport problems (Q8115Tra)</i> Valid range: 1-3 Unspecified: 9	(@77 1.)
16) <i>Space for operation (Q8116Spa)</i> Valid range: 1-3 Unspecified: 9	(@78 1.)
17) <i>Space for storage (Q8117Spa)</i> Valid range: 1-3 Unspecified: 9	(@79 1.)
18) <i>Spare parts (Q8118Spa)</i> Valid range: 1-3 Unspecified: 9	(@80 1.)
19) <i>Getting customers (Q8119Get)</i> Valid range: 1-3 Unspecified: 9	(@81 1.)
20) <i>Problems with workers (Q8120Pro)</i> Valid range: 1-3 Unspecified: 9	(@82 1.)
21) <i>Family responsibilities (Q8121Fam)</i> Valid range: 1-3 Unspecified: 9	(@83 1.)
22) <i>Social responsibilities (Q8122Soc)</i> Valid range: 1-3 Unspecified: 9	(@84 1.)
23) <i>Owner's sickness or health (Q8123Own)</i> Valid range: 1-3 Unspecified: 9	(@85 1.)
24) <i>Worker's sickness or health (Q8124Wor)</i> Valid range: 1-3 Unspecified: 9	(@86 1.)
25) <i>Credit to friends/family (Q8125Cre)</i> Valid range: 1-3 Unspecified: 9	(@87 1.)

26) *Credit to people in the community (Q8126Cre)* (@88 1.)
Valid range: 1-3
Unspecified: 9

27) *Other, specify (Q8127Oth)* (@89 1.)
Valid range: 1-3
Unspecified: 9

Most problematic (Q82MstPr) (@90 2.)
Q82. Ask if more than one option on Q81 has either answer2 or 3, otherwise go to Q83
Which of the above-mentioned difficulties is the most problematic?
Give response category number from Q81
Valid range: 01 - 27
Not applicable: 88
Unspecified: 99

Q83. Does the business need assistance with any of the following?

1) *Provision of an alternative site (Q831Alte)* (@92 1.)
Valid range: 1-2
Unspecified: 9

2) *Better access to loans (Q832Loan)* (@93 1.)
Valid range: 1-2
Unspecified: 9

3) *Assistance with marketing (Q833Mark)* (@94 1.)
Valid range: 1-2
Unspecified: 9

4) *Better access to raw materials/supplies (Q834RawM)* (@95 1.)
Valid range: 1-2
Unspecified: 9

5) *Easing in government regulations (Q835GovR)* (@96 1.)
Valid range: 1-2
Unspecified: 9

6) *Access to modern technology (Q836Mode)* (@97 1.)
Valid range: 1-2
Unspecified: 9

7) *Forming contacts with others in similar businesses for cooperation (Q837BusC)* (@98 1.)
Valid range: 1-2
Unspecified: 9

8) *Other, specify (Q838Othe)* (@99 1.)
Valid range: 1-2
Unspecified: 9

Most business assistant (Q84MostB) (@100 2.)
Q84. Ask if more than one Yes in Q83, otherwise go to Q85
Which of the above-mentioned forms of assistance is the most important?
Give response category number from Q83
Valid range: 1 - 8
Not applicable: 88
Unspecified: 99

Q85. Do you, as the owner of the business, need training or advice in any of the following?
1) *Technical skills to make the product or service for your business (Q851Tech)* (@102 1.)
Valid range: 1-2
Unspecified: 9

2) *Marketing (Q852Mark)* (@103 1.)
Valid range: 1-2
Unspecified: 9

3) *Commercial, bookkeeping/financial skills (Q853Fins)* (@104 1.)
Valid range: 1-2
Unspecified: 9

4) *Managerial skills (Q854Mans)* (@105 1.)
Valid range: 1-2
Unspecified: 9

5) *Literacy (Q855Lite)* (@106 1.)
Valid range: 1-2
Unspecified: 9

6) *Numeracy (Q856Nume)* (@107 1.)
Valid range: 1-2
Unspecified: 9

7) *Other, specify (Q857Othe)* (@108 1.)
Valid range: 1-2
Unspecified: 9

Most needed training (Q86MostT) (@109 1.)
Q86. Ask if more than one Yes in Q85, otherwise go to Q87
Which of the above-mentioned training needs is the most important?
Give response category number from Q85.
Valid range: 1 - 7
Not applicable: 8
Unspecified: 9

Prefer training (Q87Prefe) (@110 1.)
Q87. Do you as owner of the business mainly prefer training or advice in this area (or these areas)?
Valid range: 1-3
Not applicable: 8
Unspecified: 9

Assistance from Local Business Service Center (Q88LocBu) (@111 1.)
Q88.Has this business been visited or assisted by a Local Business Service Center?
Valid range: 1-3
Not applicable: 9

Business employ any people (Q89Emplo) (@112 1.)
Q89 Does the business employ any people, paid or unpaid, to work in this business, including household members, but excluding yourself?
Valid range: 1-2
Unspecified: 9

Q90. How many paid and unpaid workers (anyone working more than 1 hour per week) were there at this business, including other household member:

1) At this time last year (@113 2.)
Unpaid (Q901Upai)
Valid range: 00 – 15
Not applicable: 88
Unspecified: 99

Paid (Q901Paid) (@115 2.)
Valid range: 00 - 36
Not applicable: 88
Unspecified: 99

2) During the last month of the year (@117 2.)
Unpaid (Q902Upai)
Valid range: 00 - 15
Not applicable: 88
Unspecified: 99

Paid (Q902Paid) (@119 2.)
Valid range: 00 - 30
Not applicable: 88
Unspecified: 99

3) During the last seven days (@121 2.)
Unpaid (Q903Upai)
Valid range: 00 - 15
Not applicable: 88
Unspecified: 99

Paid (Q903Paid) (@123 2.)
Valid range: 00 - 30
Not applicable: 88
Unspecified: 99

Q91. In the past seven days, how many of these workers were:

1) Full time workers (35 hours or more per week) (@125 2.)

Unpaid (Q911Upai)
Valid range: 00 - 15
Not applicable: 88
Unspecified: 99

Paid (Q911Paid) (@127 2.)
Valid range: 00 - 30
Not applicable: 88
Unspecified: 99

2) Part-time workers (less than 35 hours per week) (@129 2.)

Unpaid (Q912Upai)
Valid range: 00 - 09
Not applicable: 88
Unspecified: 99

Paid (Q912Paid) (@131 2.)
Valid range: 00 - 14
Not applicable: 88
Unspecified: 99

Q92. How many of these workers were:

1) Male

Unpaid (Q921Upai) (@133 2.)
Valid range: 00 - 05
Not applicable: 88
Unspecified: 99

Paid (Q921Paid) (@135 2.)
Valid range: 00 - 27
Not applicable: 88
Unspecified: 99

2) Female

Unpaid (Q922Upai) (@137 2.)
Valid range: 00 - 11
Not applicable: 88
Unspecified: 99

Paid (Q922Paid) (@139 2.)
Valid range: 00 - 15
Not applicable: 88
Unspecified: 99

Q93. How many of these workers were:

1) Black

Unpaid (Q931Upai)

(@141 2.)

Valid range: 00 - 15

Not applicable: 88

Unspecified: 99

Paid (Q931Paid)

(@143 2.)

Valid range: 00 - 30

Not applicable: 88

Unspecified: 99

2)Coloured

Unpaid (Q932Upai)

(@145 2.)

Valid range: 00 - 08

Not applicable: 88

Unspecified: 99

Paid (Q932Paid)

(@147 2.)

Valid range: 00 - 07

Not applicable: 88

Unspecified: 99

3) Indian/Indian

Unpaid (Q933Upai)

(@149 2.)

Valid range: 00 - 03

Not applicable: 88

Unspecified: 99

Paid (Q933Paid)

(@151 2.)

Valid range: 00 - 06

Not applicable: 88

Unspecified: 99

4) White

Unpaid (Q934Upai) (@153 2.)
Valid range: 00 - 03
Not applicable: 88
Unspecified: 99

Paid (Q934Paid) (@155 2.)
Valid range: 00 - 13
Not applicable: 88
Unspecified: 99

5) Other population group

Unpaid (Q935Upai) (@157 2.)
Valid range: 00 - 01
Not applicable: 88
Unspecified: 99

Paid (Q935Paid) (@159 2.)
Valid code: 00
Not applicable: 88
Unspecified: 99

Q94. How many of these workers were:

1) Aged 15-65 years

Unpaid (Q941Upai) (@161 2.)
Valid range: 00 - 15
Not applicable: 88
Unspecified: 99

Paid (Q941Paid) (@163 2.)
Valid range: 00 - 30
Not applicable: 88
Unspecified: 99

2) Aged more than 65 years

Unpaid (Q942Upai) (@165 2.)
Valid range: 00 - 02
Not applicable: 88
Unspecified: 99

Paid (Q942Paid) (@167 2.)
Valid range: 00 - 10
Not applicable: 88
Unspecified: 99

3) Under 15 years of age

Unpaid (Q943Upai) (@169 2.)
Valid range: 00 - 03
Not applicable: 88
Unspecified: 99

Paid (Q943Paid) (@171 2.)
Valid range: 00 - 14
Not applicable: 88
Unspecified: 99

Q95. What were the total wages, salaries and other benefits paid to all the employees during the last calendar month?

1) Wages and salaries, including overtime, bonuses, etc
Paid (Q951Paid) (@173 5.)
Valid range: 00000 - 37500
Not applicable: 88888
Unspecified: 99999

2) Payment in kind (food, clothing, drinks, etc.)
Paid (Q952Paid) (@178 5.)
Valid range: 00000 - 08000
Not applicable: 88888
Unspecified: 99999

3) Refund of transport costs
Paid (Q953Paid) (@183 5.)
Valid range: 00000 - 05000
Not applicable: 88888
Unspecified: 99999

4) Other
Paid (Q954Paid) (@188 5.)
Valid range: 00000 - 01570
Not applicable: 88888
Unspecified: 99999

Payment for overtime (Q96OverT) (@193 1.)
Q96. Does the business usually pay the workers for overtime?
Valid range: 1-2
Not applicable: 8
Unspecified: 9

Q97. Do the workers need training in any of the following:

1) *Technical skills to make the product or service for your business (Q971Tech)* (@194 1.)
Valid range: 1-2
Not applicable: 8
Unspecified: 9

2) *Marketing (Q972Mark)* (@195 1.)
Valid range: 1-2
Not applicable: 8
Unspecified: 9

3) *Commercial, bookkeeping/financial skills (Q973Fins)* (@196 1.)
Valid range: 1-2
Not applicable: 8
Unspecified: 9

4) *Managerial skills (Q974Mans)* (@197 1.)
Valid range: 1-2
Not applicable: 8
Unspecified: 9

5) *Literacy (Q975Lite)* (@198 1.)
Valid range: 1-2
Not applicable: 8
Unspecified: 9

6) *Numeracy (Q976Nume)* (@199 1.)
Valid range: 1-2
Not applicable: 8
Unspecified: 9

7) *Other, specify (Q977Othe)* (@200 1.)
Valid range: 1-2
Not applicable: 8
Unspecified: 9

Most training needs (Q98MostT) (@201 1.)
Q98. Which of the above-mentioned training needs for the worker/s is the most important?
Valid range: 1 – 7
Not applicable: 8
Unspecified: 9

Q99. Does the business have any fixed agreement/contract with the paid employees?
1) Written agreement (Q991Wten) (@202 1.)
Valid range: 1-3
Not applicable: 8
Unspecified: 9

2) Verbal agreement (Q992Vbal) (@203 1.)
Valid range: 1-3
Not applicable: 8
Unspecified: 9

4) No agreement (Q993NoAg) (@204 1.)
Valid range: 1-3
Not applicable: 8
Unspecified: 9

Q100. Are the paid employees given ...?
1) Regular paid leave (Q1001Pai) (@205 1.)
Valid range: 1-3
Not applicable: 8
Unspecified: 9

2) Paid sick leave (Q1002Sic) (@206 1.)
Valid range: 1-3
Not applicable: 8
Unspecified: 9

3) *Unpaid maternity leave (Q1003Upa)* (@207 1.)
Valid range: 1-3
Not applicable: 8
Unspecified: 9

5) *Paid maternity leave (Q1004Pai)* (@208 1.)
Valid range: 1-3
Not applicable: 8
Unspecified: 9

6) *Unpaid paternity leave (Q1005Upa)* (@209 1.)
Valid range: 1-3
Not applicable: 8
Unspecified: 9

7) *Paid paternity leave (Q1006Pai)* (@210 1.)
Valid range: 1-3
Not applicable: 8
Unspecified: 9

8) *Other family responsibility leave (Q1007Oth)* (@211 1.)
Valid range: 1-3
Not applicable: 8
Unspecified: 9

Q101. Does the business pay medical expenses for its paid employees?

1) *Full expenses (Q1011Ful)* (@212 1.)
Valid range: 1-3
Not applicable: 8
Unspecified: 9

2) *Part expenses (Q1012Par)* (@213 1.)
Valid range: 1-3
Not applicable: 8
Unspecified: 9

3) *Contribution to medical aid (Q1013Med)* (@214 1.)
Valid range: 1-3
Not applicable: 8
Unspecified: 9

4) *Other (Q1014Oth)* (@215 1.)
Valid range: 1-3
Not applicable: 8
Unspecified: 9

Main industry (Indus) (@216 2.)
Derived variable: Derived from Questions 8 and 9.
Valid range: 1 – 90

Code for derivation:
indus='00' ;

```

if q9busnam='090' then indus='90';
if 100<= q9busnam<199 then indus = '01';
if 200<= q9busnam<299 then indus = '02';
if 300<= q9busnam<399 then indus = '03';
if 400<= q9busnam<499 then indus = '04';
if 500<= q9busnam<599 then indus = '05';
if 600<= q9busnam<699 then indus = '06';
if 700<= q9busnam<799 then indus = '07';
if 800<= q9busnam<889 and q9busnam
    ne 888 then indus = '08';
if 900<= q9busnam<997 then indus = '09';
if q9busnam=010 then indus = '10';
if 020<= q9busnam<030 then indus = '11';
if 040<=q9busnam<=060 then indus = '12';
if indus='00' and q9busnam=999 then indus='99';

```

Values:

- 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
- 90 = Other
- 99 = Unspecified

Main occupation (Occup)

(@218 2.)

Derived variable: Derived from Question 5 and 6..

Valid range: 1 – 97

Unspecified: 99

Code for derivation:

occup='00';

```

if (1110<=q7maindu<1999 ) then occup = '01';
if (2111<=q7maindu<2999 ) then occup = '02';
if (3111<=q7maindu<3999 ) then occup = '03';
if 4111<=q7maindu<4999 then occup = '04';
if (5111<=q7maindu<5999) then occup = '05';
if (6111<=q7maindu<6999 ) then occup = '06';
if 7111<=q7maindu<7999 then occup = '07';
if (8111<=q7maindu<8999) and q7maindu ne 8888 then occup = '08';
if (9111<=q7maindu<9998) then occup = '09';
if q7maindu=9131 and indus=10 then occup = '10';
if q7maindu='0850' then occup = '97';
if occup='00' and q7maindu='0830' then occup='9999';
if occup='00' and q7maindu=9999 then occup='9999';

```

Values:

- 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
- 97 = Occupation not adequately defined
- 99 = Unspecified

Province (Prov)

(@220 1.)

South African provinces

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

Valid range: 1 – 9

Values:

- 1 = Western Cape
- 2 = Eastern Cape
- 3 = Northern Cape
- 4 = Free State
- 5 = KwaZulu-Natal
- 6 = North West
- 7 = Gauteng
- 8 = Mpumalanga
- 9 = Limpopo

Type of area (Type)

(@221 1.)

Derived variable: Derived from the 4th digit of the Unique Number.

Valid range: 1 – 2

Values:

- 1=Urban
- 2=Non-urban (Rural)

STRATUM (Stratum)

(@222 2.)

Derived variable: Derived from *Type* per Province

Valid range: 1 – 18

Values:

- 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)

(@224 7.)

The first 7 digits of the UqNr.

Weight (weight)

(@231 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: 51.413103034 – 2298.5214222

DATA FILE: FCOSTSF

EXPENDITURES ON FUELS, MATERIALS AND SERVICES

Unique number (UqNr1)

(@ 1 15.)

Unique Business Identifier

Note: This is the unique business identifier which can be used to link data from this file with data for the same businesses from other files. The last two digits denotes the business number.

Business number (BusNr)

(@16 1.)

Business number

Valid range: 1 – 3

Person number (PersonNr)

(@17 2.)

Person (respondent) number within Household

Valid range: 1 – 13

Gender (C_Gender)

(@ 19 1.)

D. Is a male or a female?

Valid range: 1 – 2

Unspecified: 9

Race (E_Race)

(@20 1.)

F. What population group does belong to?

Valid range: 1 – 5

1 = African

2 = Coloured

3 = Indian/Asian

4 = White

5 = Other

9 = Unspecified

Registered for VAT (Q4VAT)

(@21 1.)

Q4.Is your business registered for VAT

Valid code: 2

Occupation (Q7MainDu)

(@22 4.)

Occupation of the owner of the business, what s/he does in his/her main business

Valid range: 0830 - 9333

Industry (Q9BusNam) (@26 3.)
Industry of the business
Valid range: 010 - 990

Location of the business (Q18Locat) (@29 2.)
Q.18. Does this business operate
Valid range: 01 - 11
Unspecified: 99

Raw materials (Q102RawM) (@31 1.)
Q102. Did the business buy any raw materials e.g. wood, steel, in the last calendar month?
Valid range: 1-2
Unspecified: 9

Payment for raw materials (Q103PayM) (@32 4.)
Q103. How much did the business pay for all the raw materials it purchased in the last calendar month?
Valid range: 0000 – 9000
Not applicable: 8888
Unspecified: 9999

Purchases (QQ104Purc) (@36 1.)
Q104. Has the business fully paid for these purchases or is it paying off over a period of time?
Valid range: 1-4
Not applicable: 8
Unspecified: 9

Q105. How much did the business spend on each of the following items in the last calendar month? State if the amount can not be separated from that of the household and give the full amount.

01) Electricity (Q105Elec) (@37 1.)
Valid range: 0 – 1

01) Electricity (Q105Eler) (@38 4.)
Valid range: 0000 – 6000
Unspecified: 9999

02) Water (Q105Wate) (@42 1.)
Valid range: 0 – 1

02) Water (Q105rndw) (@43 4.)
Valid range: 0000 – 2000
Unspecified: 9999

03) Fuel and lubricants (Q105fuel) (@47 1.)
Valid range: 0 – 1

03) Fuel and lubricants (Q105rndf) (@48 4.)
Valid range: 0000 – 8900
Unspecified: 9999

04) Spare parts (<i>Q105Spar</i>) Valid range: 0 – 1	(@52 1.)
04) Money spent on spare parts (<i>Q105rnds</i>) Valid range: 0000 – 5000 Unspecified: 9999	(@53 4.)
05) Rental of premises (<i>Q105prer</i>) Valid range: 0 – 1	(@57 1.)
05) Amount spent on rental premises (<i>Q105rndp</i>) Valid range: 0000 – 4500 Unspecified: 9999	(@58 4.)
06) Rental of machinery and equipment(<i>q105macr</i>) Valid range: 0 – 1	(@62 1.)
06) Amount spent on rental of machinery and equipment (<i>Q105rndm</i>) Valid range: 0000 – 3000 Unspecified: 9999	(@63 4.)
07) Postage, telephone, printing and stationarey (<i>Q105tels</i>) Valid range: 0 – 1	(@67 1.)
07) Amount spent on pstage, telephone, printing and stationery (<i>Q105rndt</i>) Valid range: 0000 – 5500 Unspecified: 9999	(@68 4.)
08) Transport of raw materials/supplies(<i>Q105tran</i>) Valid range: 0 – 1	(@72 1.)
08) Amount spent on transport of raw materials/supplies (<i>Q105matt</i>) Valid range: 0000 – 7500 Unspecified: 9999	(@73 4.)
09) Repairs and maintenance (<i>Q105Repm</i>) Valid range: 0 – 1	(@77 1.)
09) Amount spent on repairs and maintenance(<i>Q105rema</i>) Valid range: 0000 – 5000 Unspecified: 9999	(@78 4.)
10) Business services (accounting, legal, advertisement, etc.) (<i>Q105BusS</i>) Valid range: 0 – 1	(@82 1.)
10) Amount spent on business services (<i>Q105rndb</i>) Valid range: 0000 – 8900 Unspecified: 9999	(@83 4.)
11) Licenses, permits (<i>Q105Lice</i>) Valid range: 0 – 1	(@87 1.)

11) Fuel and lubricants (Q105rndl)	(@88 4.)
Valid range: 0000 – 2400	
Unspecified: 9999	
12) Interest on loans (Q105intl)	(@92 1.)
Valid range: 0 – 1	
12) Amount spend on interest on loans (Q105loan)	(@93 4.)
Valid range: 0000 – 2000	
Unspecified: 9999	
13) Repayment of loans(Q105repa)	(@97 1.)
Valid range: 0 – 1	
13) Amount spent on repayment of loans (Q105repy)	(@98 4.)
Valid range: 0000 – 7000	
Unspecified: 9999	
14) Insurance premiums, mortgages (Q105Insu)	(@102 1.)
Valid range: 0 – 1	
14) Amount spent on insurance premiums, mortgages (Q105insr)	(@103 4.)
Valid range: 0000 – 5300	
Unspecified: 9999	
15) Income tax/VAT/levies (Q105Inco)	(@107 1.)
Valid range: 0 – 1	
15) Amount spent on income tax/VAT/levies (Q105rmdi)	(@108 4.)
Valid range: 0000 – 3200	
Unspecified: 9999	
16) Protection agencies (Q105Prot)	(@112 1.)
Valid range: 0 – 1	
16) Amount spent on protection agencies (Q105pror)	(@113 4.)
Valid range: 0000 – 5000	
Unspecified: 9999	
17) Raw materials (Q105RawM)	(@117 1.)
Valid range: 0 – 1	
17) Amount spent on raw materials (Q105matr)	(@118 4.)
Valid range: 0000 – 8000	
Unspecified: 9999	
18) Other (Q105Othe)	(@122 1.)
Valid range: 0 – 1	
18) Fuel and lubricants (Q105rndo)	(@123 4.)
Valid range: 0000 – 6743	
Unspecified: 9999	

FIXED CAPITAL FORMATION

Q106. In the past year, did the business buy any of the following? If Yes, what was the cost?

1) Machinery (Q106mach) (@127 1.)
Valid range: 1 – 0

1) Amount spent on machinery (Q106rndm) (@128 5.)
Valid range: 00001 – 16800
Not applicable: 88888
Unspecified: 99999

2) Equipment and tools (Q106tool) (@133 1.)
Valid range: 0 – 1

2) Amount spent on equipment and tools (Q106rndt) (@134 5.)
Valid range: 00001 – 60000
Not applicable: 88888

3) Vehicles, trailers, etc. for transport (Q106vehi) (@139 1.)
Valid range: 0 – 1

3) Amount spent on vehicles, trailers, etc. (Q106rndv) (@140 5.)
Valid range: 00001 – 99000
Not applicable: 88888

4) Building and other structures (Q106Buil) (@145 1.)
Valid range: 0 – 1

4) Amount of money spent on building and other structures (Q106rndb) (@146 5.)
Valid range: 00001 – 72000
Not applicable: 88888

5) Furniture (Q106furn) (@151 1.)
Valid range: 0 – 1

5) Amount spent on furniture (Q106rndf) (@152 5.)
Valid range: 00001 – 19000
Not applicable: 88888

6) Other capital items (Q106othe) (@157 1.)
Valid range: 0 – 1

6) Amount spent on other capital items (Q106rndo) (@158 5.)
Valid range: 00001 – 10000
Not applicable: 88888

Net income (Q107NetI) (@163 5.)

Q107. Please give an estimate of the net income/profit from the business last calendar month.
(Rand)

Valid range: 00000 - 50000
Unspecified: 99999

Average profit (Q108AvgP)

(@168 5.)

Q108. On average, how much money does the business make in a month after deductions?
(Rand)

Valid range: 00000 - 80000

Unspecified: 99999

Debts (Q109Debt)

(@173 1.)

Q109. Does the business have any debts at present?

Valid range: 1-2

Unspecified: 9

Liability (Q110Liab)

(@174 5.)

Q110. How much money does the business owe at this point of time? (Rand)

Valid range: 00000 - 80000

Unspecified: 99999

Main industry (Indus)

(@179 2.)

Derived variable: Derived from Questions 8 and 9.

Valid range: 1 – 90

Code for derivation:

```
indus='00';
if q9busnam='090' then indus='90';
if 100<= q9busnam<199 then indus='01';
if 200<= q9busnam<299 then indus='02';
if 300<= q9busnam<399 then indus='03';
if 400<= q9busnam<499 then indus='04';
if 500<= q9busnam<599 then indus='05';
if 600<= q9busnam<699 then indus='06';
if 700<= q9busnam<799 then indus='07';
if 800<= q9busnam<889 and q9busnam
    ne 888 then indus='08';
if 900<= q9busnam<997 then indus='09';
if q9busnam=010 then indus='10';
if 020<= q9busnam<030 then indus='11';
if 040<=q9busnam<060 then indus='12';
if indus='00' and q9busnam=999 then indus='99';
```

Values:

- 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
- 90 = Other
- 99 = Unspecified

Main occupation (Occup)

(@181 2.)

Derived variable: Derived from Question 5 and 6..

Valid range: 1 – 97

Unspecified: 99

Code for derivation:

```
occup='00';
```

```
if (1110<=q7maindu=<1999 ) then occup = '01';
if (2111<=q7maindu=<2999 ) then occup = '02';
if (3111<=q7maindu=<3999 ) then occup = '03';
if 4111<=q7maindu=<4999 then occup = '04';
if (5111<=q7maindu=<5999) then occup = '05';
if (6111<=q7maindu=<6999 ) then occup = '06';
if 7111<=q7maindu=<7999 then occup = '07';
if (8111<=q7maindu=<8999) and q7maindu ne 8888 then occup = '08';
if (9111<=q7maindu=<9998) then occup = '09';
if q7maindu=9131 and indus=10 then occup = '10';
if q7maindu='0850' then occup = '97';
if occup='00' and q7maindu='0830' then occup='9999';
if occup='00' and q7maindu=9999 then occup='9999';
```

Values:

- 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
- 97 = Occupation not adequately defined
- 99 = Unspecified

Province (Prov)

(@183 1.)

South African provinces

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

Valid range: 1 – 9

Values:

- 1 = Western Cape
- 2 = Eastern Cape
- 3 = Northern Cape
- 4 = Free State
- 5 = KwaZulu-Natal
- 6 = North West
- 7 = Gauteng
- 8 = Mpumalanga
- 9 = Limpopo

Type of area (Type)

(@184 1.)

Derived variable: Derived from the 4th digit of the Unique Number.

Valid range: 1 – 2

Values:

1=Urban

2=Non-urban (Rural)

STRATUM (Stratum)

(@185 2.)

Derived variable: Derived from *Type* per Province

Valid range: 1 – 18

Values:

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)

(@187 7.)

The first 7 digits of the UqNr.

Weight (Weight)

(@194 8.4)

Derived variable: as explained on pages 2 and 3.

This is the individual/person weight.

Valid range: 51.413103034 – 2298.5214222

Note that the questions on transport did not yield good data, therefore, the section on transport is not included in the data files.