Annex C: Labour Force Survey Questionnaire

Introduction to the survey

This LFS survey is being done jointly by the Federal Republic of Somalia and ILO. The goal of this survey is to gather labour market information in Somalia. The information gathered will help the Government to develop new policies and programs supported by the better understanding of trends and partners of employment status and economic sector growth. The results from this labour force survey will be used to identify areas of support to strengthen the labour market statistics. The information obtained here will be held in strict confidentiality. Neither your name nor the name of your business will be used in any document based on this survey.

Introduction to the household head to be interviewed

Greetings! My name is …………………… I am an enumerator working for the Federal Republic of Somalia. Your household is one of those randomly selected to participate in this important survey. Kindly note that the information provided by your household will be treated in **strict confidence**. I therefore would like to ask you some questions as a responsible member of this household. I would also need you to assist me obtain information from other members of your household. These questions will take some time to complete and therefore I will appreciate your patience. Do you have any questions you would like me to respond to before we proceed with the interview?

2019 Labour force survey in Somalia

SECTION A. GENERAL INFORMATION

INTERVIEW DATE : D D / M M / Y Y Y Y

PRIMARY SAMPLING UNIT:

HOUSEHOLD NUMBER:

A1	**Name of Enumerator**		Code of Enumerator	
A2	Name of Supervisor		Code of Supervisor	
A3	**Name of the Head of Household**		Contacts (Telephone)	
A4	Region Name		Region Code	
A5	District Name		District Code	
A6	Type of dwelling or housing structure	*1. Formal separate house 2.Semi-detached houses 3.Block of flats 4.Compound houses 5.Traditional huts 6.Informal shack or shanty 7.Tent (nomadic structure) 8.Others*			*Write the appropriate code inside the following box*
A7	Is the Household in Urban, Rural or Nomadic setting	Urban	Rural	Nomadic	
A8	Name of Sub-district				
A9	Name of Division				
A10	Name of Section				
A11	Name of the Settlement				
A12	Name of the water point or grazing area				
A13	Time	Time Started:_____ Time Ended:_____ Total Time_____			

A14. QUESTIONNAIRE STATUS
A.   Completed with selected households
B.   b) Entire household absent for extended period (informed by a neighbour)
C.   No household member at home or competent to respond
D.   Non-contact (reason unknown)

E.   Refused
F.   Vacant dwelling
G.   Destroyed dwelling
H   Others

Write the appropriate code inside the following box

Note: please make sure you read and understand Each Section's Title and then proceed with caution when asking The Questions

SECTION B: Household Roster, Demographic Information, Education and Migration: *[ASK EVERYONE WHO IS A MEMBER OF THE HOUSEHOLD]*

The following information must be obtained for every person who usually lives and eats together with this household.
If there are more than 18 persons in the household, use a second questionnaire, and renumber the persons 19, 20, 21, etc on the second questionnaire

PNO	B01. Please provide the NAMES of all persons who are <u>usual members of</u> this household *(Write the appropriate NAME in separate row)*	B02. What is the relationship of (NAME) to head of household? *Select and write the appropriate code in the corresponding row)* 1. HEAD 2. SPOUSE 3. SON 4.DAUGHTER 5. BROTHER 6. SISTER 7. PARENT 8.OTHER RELATIVE 9.NOT RELATED	B03. Is (NAME) Male or Female? *Select and write the appropriate code in the corresponding row)* 1. MALE 2. FEMALE	B04a. What was the (NAME)'s Date of birth? *(Write the appropriate date as DD/MM/YYYY in the corresponding row)*	B04b. What is (NAME)'s Age in completed years? *(Write the appropriate age in the corresponding row: record as **00** if less than 01)*	B05. What is (NAME)'s Marital Status? *Select and write the appropriate code in the corresponding row)* 1. NEVER MARRIED 2 MARRIED 3 DIVORCED 4 ABANDONED 5 WIDOWED	B06. Can (NAME) read and write a simple sentence in any language? *Select and write the appropriate code in the corresponding row)* *1 YES* *2 NO*	B07. Did (NAME) ever Attended or completed or currently attending school? *Select and write the appropriate code in the corresponding row)* 1.Attending□**B8** 2.Completed□**B9** 3. Not attended□**B10**	B08. What grade is (NAME) is currently attending? *Select and write the appropriate code in the corresponding row)* *1 LOWER PRIMARY (1-4)* *2 UPPER PRIMARY (5-8)* *3 SECONDARY* *4 VOCATIONAL* *5 UNIVERSITY* *6 OTHERS (SPECIFY)*	B09. What is (NAME)'s highest grade completed? *Select and write the appropriate code in the corresponding row)* 1 LOWER PRIMARY (1-4) 2 UPPER PRIMARY (5-8) 3 SECONDARY 4 VOCATIONAL 5 UNIVERSITY 6 OTHERS (SPECIFY) **For all □B11**	B10. If (NAME) has never attended school, provide a reason(s) *MULTIPLE RESPONSE POSSIBLE* *(Select and write the appropriate code in the corresponding rows separated by a comma in the corresponding row)* 1 Too young 2 Disabled/illness 3 No school/school too far 4 Cannot afford to school 5 Family did not allow schooling 6 Education not valuable 7 School not safe 8 To learn a job 9 To work for pay 10 To work as an unpaid worker in family business/ farm/herding 11 Help at home with the household chore 12 Other reason (specify)	B11. Did (NAME) do or currently doing any formal vocational training? *Select and write the appropriate code in the corresponding row)* 1 Yes, currently attending 2. Yes, completed 3. No → **B17**
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SECTION B: Household Roster, Demographic Information, Education and Migration (Conti.): *[ASK EVERYONE WHO IS A MEMBER OF THE HOUSEHOLD]*

B0 (SR NO.)	B12. In what subject did (NAME) receives the most recent training? 1 Electrical 2 Plumbing 3 Carpentry 4 Auto mechanic 5 Agricultural 6 Computer 7 Secretarial 8 Bookkeeping 9 Teacher training 10 Nursing 11 Tailoring 12 Pastry 13. Beauty saloon 14 Masonry 98 Other(SPECIFY) *(Select and write the appropriate code in the corresponding row)*	B13. How long did that training last? 1. Ongoing 2. <3 moths 3. 3 moths < 6 moths 4. 6 moths < 1 year 5. 1year < 3 years 6. 3 years or more *(Select and write the appropriate code in the corresponding row)*	B14. In which year did (NAME) receive the training? 1. 2019 2. 2018 3. 2017 4. 2016 5. Before 2015 *(Select and write the appropriate code in the corresponding row)*	B15. Where did (NAME) get the training? 1. College/Institute 2. Vocational/technical school 3. Employer org 4. Private training institute 5. other[specify] *(Select and write the appropriate code in the corresponding row)*	B16. What was the name of funding institution for that training? 1. Gov't 2. INGO 3. LNGO 4. UN 5. Islamic foundation 6. Self 7. Diaspora 8. Other [Specify] *(Select and write the appropriate code in the corresponding row)*	B17. What is (NAME)'s Country of birth? 1. Somalia 2. Ethiopian 3. Djibouti 4. Other parts of Africa 5. Asia 6. Western Countries 98. Other (Specify) *(Select and write the appropriate code in the corresponding row)*	B18. What is (NAME)'s country of citizenship? 1. Somalia 2. Ethiopian 3. Djibouti 4. Other parts of Africa 5. Asia 6. Western Countries 98. Other (Specify) *(Select and write the appropriate code in the corresponding row)*	B19a. What is (NAME)'s status of residence? 1. Domicile 2. Displaced 4. Refugee 5. Returnee 6. Other (Specify) *(Select and write the appropriate code in the corresponding row)*	B19b. Has (NAME) moved from one region, district or country to another in the last 5 years? 1. YES 2. NO *(Select and write the appropriate code in the corresponding row)*
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B0 (SR NO.)	B19c. Where was (NAME) living before (before the most recent move)? …….. *(Provide Region for Internal migration or Country for International migration)*	B19d: What was the main reason why (NAME) moved here? 1. Job transfer/arranged job 2. Looking for better agriculture land /grazing land 3. Business opportunity 4. Looking for paid work 5. Join spouse/marriage/family 6. Attending school 7. Natural disaster/Insecurity 8. Death related/ illness related 9. Others (specify) *(Select and write the appropriate code in the corresponding row)*	B20. Does (NAME) has difficulty seeing, even if wearing glasses? 1. No – no difficulty 2. Yes – some difficulty 3. Yes – a lot of difficulty 4. Cannot do at all *(Select and write the appropriate code in the corresponding row)*	B21. Does (NAME) has difficulty hearing, even if using hearing aid? 1. No – no difficulty 2. Yes – some difficulty 3. Yes – a lot of difficulty 4. Cannot do at all *(Select and write the appropriate code in the corresponding row)*	B22. Does (NAME) has difficulty walking or climbing steps? 1. No – no difficulty 2. Yes – some difficulty 3. Yes – a lot of difficulty 4. Cannot do at all *(Select and write the appropriate code in the corresponding row)*	B23. Does (NAME) has difficulty remembering or concentrating? 1. No – no difficulty 2. Yes – some difficulty 3. Yes – a lot of difficulty 4. Cannot do at all *(Select and write the appropriate code in the corresponding row)*	B24. Does (NAME) has difficulty (with self-care as) washing all over or dressing? 1. No – no difficulty 2. Yes – some difficulty 3. Yes – a lot of difficulty 4. Cannot do at all *(Select and write the appropriate code in the corresponding row)*	B25. Using (NAME)'s usual native language, does (NAME) has difficulty communicating, for example, understanding or being understood? 1. No – no difficulty 2. Yes – some difficulty 3. Yes – a lot of difficulty 4. Cannot do at all *(Select and write the appropriate code in the corresponding row)*
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SECTION C: EMPLOYED AT WORK AND TEMPORARY ABSENCE: *[ASK EVERYONE WHO IS 15 YEARS AND ABOVE]*

EMPLOYED AT WORK			
	C01. Last week, up to yesterday, did (NAME) do any work for wage, salary or any other pay, even if only for one hour? 1. Yes **SKIP TO E01** 2. No *Select and write the appropriate code in the corresponding row)*	C02. Last week, did (NAME) run or do any kind of business, farming or other activity to generate income, even if only for one hour? READ IF NEEDED: *For example: [making things for sale, growing produce for sale, buying and reselling things, provided services for pay, raising animals or catching fish for sale]* 1. Yes **SKIP TO D02** 2. No *Select and write the appropriate code in the corresponding row)*	C03. Last week, did (NAME) help with paid job or business of a household or family member, even if only for one hour? 1. Yes **SKIP TO D02** 2. No *Select and write the appropriate code in the corresponding row)*
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TEMPORARY ABSENCE				
	C04. Even though (NAME) did not work, last week did (NAME) has a paid job or a business? Note: The off-season for agricultural activities, or waiting for a new job to start, do **not** count as temporary absences 1. Yes 2. No → **D01** *Select and write the appropriate code in the corresponding row)*	C05. What was the main reason that (NAME) was absent from his /her job or business last week? 1. WAITING TO START NEW JOB OR BUSINESS → **D01** 2. LOW OR OFF-SEASON 3. SHIFT WORK, FLEXITIME, NATURE OF WORK →**D02** 4. VACATION, HOLIDAYS → **D02** 5. SICKNESS, ILLNESS, ACCIDENT → **D02** 6. MATERNITY/PATERNITY LEAVE → **D02** 7. EDUCATION LEAVE OR TRAINING → **C07** 8 . OTHER PERSONAL LEAVE (CARE FOR FAMILY, CIVIC DUTIES…) → **C07** 9. TEMPORARY LAYOFF, NO CLIENTS OR MATERIALS, WORK BREAK → **C07** 10. BAD WEATHER, NATURAL DISASTER → **C07** 12. STRIKE OR LABOUR DISPUTE → **C07** 13. LONG TERM DISABILITY → **C07** 14. OTHER (SPECIFY) → **C07** *Select and write the appropriate code in the corresponding row)*	C06. During the low/off-season, does (NAME) continue to do some work for that job or business? 1. YES → **D02** 2. NO → **D01** *Select and write the appropriate code in the corresponding row)*	C07. Including the time that (NAME) has been absent, will (NAME) return to that same job or business in 3 months or less? 1. YES → **D02** 2. NO 3. DON'T KNOW *Select and write the appropriate code in the corresponding row)*	C08. Did (NAME) continue to receive an income from his/her job or business during this absence (or while not at work)? 1. YES → **D02** 2. NO → **D01** 3. DON'T KNOW → **D01** *Select and write the appropriate code in the corresponding row)*
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SECTION D: AGRICULTURAL WORK AND MARKET ORIENTATION *[ASK EVERYONE WHO IS 15 YEARS AND ABOVE]*

	D01. Last week did (NAME) do any work in farming, rearing animals, fishing or fish farming? 1. YES →**D03** 2. NO →**H01** *Select and write the appropriate code in the corresponding row)*	D02. Was this work that (NAME) mentioned in…? READ ALL CATEGORIES AND MARK ALL THAT APPLY 1. Farming or rearing farm animals 2. Fishing or fish farming 3. Another type of job or business→ **E01**	D03. Thinking about the products from farming [or fishing] that (NAME) worked on, are they intended……? *READ CATEGORIES & MARK ONE* 1. ONLY FOR SALE→ **E01** 2. MOSTLY FOR SALE→ **E01** 3. MAINLY FOR FAMILY USE → **D05** 4. ONLY FOR FAMILY USE → **D05** 5. CANNOT SAY	D04. In general, in the past have these products been mainly sold or mainly kept for family use? 1. ONLY SOLD → **E01** 2. MAINLY SOLD → **E01** 3. MAINLY KEPT FOR FAMILY USE 4. ONLY KEPT FOR FAMILY USE *Select and write the appropriate code in the corresponding row)*	D05. Was (NAME) hired by someone else to do this work? 1. YES → **E01** 2. NO *Select and write the appropriate code in the corresponding row)*	D06. What are the main products from farming or fishing that (NAME) was working on? *For example: [corn, sorghum, beans, rice, vegetables, sesame, cowpea freshwater fish, cattle]* *(Write the appropriate product in the corresponding row. Also, write the ISIC code associated with the product)*		D07. What are the main tasks that (NAME) perform in this activity? (e.g. breed, raise and sell cattle, patrol the streets, plan and prepare meals, teach children how to read and write) *(Write the appropriate product in the corresponding row. Also, write the ISCO code associated with the product)*		D08. Last week, on how many days did (NAME) do this work? *(Write the NUMBER OF DAYS in the corresponding row)*	D09. How many hours per day did (NAME) spend doing this last week? *(Write the HOURS PER DAY in the corresponding row)* →GOTO **H01**.
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SECTION E. CHARACTERISTICS OF MAIN JOB: *[ASK EVERYONE WHO IS IN EMPLOYMENT]*

Now I would like to ask you about your main economic activity in the last 7 days - that is, the work that you usually spend most of your time on, even if you were absent from it last week.

	E01. Last week did (NAME) have more than one job or business? 1. ONE JOB/BUSINESS → **E03a** 2. MORE THAN ONE JOB *Select and write the appropriate code in the corresponding row)*	*E02. INTERVIEWER TO READ:* I am now going to ask you some questions about (NAME's) main job or business. The main job is the one where (NAME) usually work(s) the highest number of hours even if (NAME) was temporarily absent last week.	E03a. In (NAME)'s main job, what kind of work does (NAME) usually do? *(e.g. Cattle farmer; Policeman; Cook; Primary school teacher)* *(Write appropriate main job title or description in the corresponding row)*	E03b. What are the main tasks or duties (NAME) usually does? (e.g. breed, raise and sell cattle, patrol the streets, plan and prepare meals, teach children how to read and write) *(Write the appropriate task in the corresponding row. Also, write the ISCO code associated with the product)*		E04. Does the business or place where (NAME) works have a name? 1. YES 2. BUSINESS WITHOUT A NAME → **E06a** 3. PRIVATE HOUSEHOLD AS A DOMESTIC WORKER → **E07** *Select and write the appropriate code in the corresponding row)*	E05. What is the name of the Establishment or Business unit? *(Write appropriate NAME OF ESTABLISHMENT BUSINESS UNIT in the corresponding row)*	E06a. What is the main activity of the business or place where (NAME) work(s)? *(e.g.: Police; Restaurant; Transport company)* *(Write appropriate main activity in the corresponding row)*	E06b. What are goods/services produced/offered by a business/place of work? (e.g. public safety; preparing and serving meals; long-distance transport of goods, livestock, *hides, fish, charcoal, bananas*) *(Write the appropriate product in the corresponding row. Also, write the ISIC code associated with the product)*		E07. In (NAME)'s main job, does (NAME) work…? 1. As an employee for someone else → **E11a** 2. In (NAME)'s own business activity → **E09** 3. Without pay in a household or family business 4. As an apprentice, intern → **E11a** 5. Helping a family member who works for someone else → **E11a** *Select and write the appropriate code in the corresponding row)*
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SECTION E. CHARACTERISTICS OF THE MAIN JOB (Continued): *[ASK EVERYONE WHO IS IN EMPLOYMENT]*

	Question for self-identified	Question for those identified as self-employed			For employees, apprentices or assisting family members		
	E08. Who usually makes decisions about the running of the business? *READ* 1. (NAME) 2. (NAME) together with others another family member (s) only → **E11b2** 3. Other (non-related) person(s) only → **E11b2** *Select and write the appropriate code in the corresponding row)*	*E09.* Did (NAME) has any paid employees last week? 1. YES→ **E12a** 2. NO *Select and write the appropriate code in the corresponding row)*	E10a. Can (NAME) set the price of the products or services that (NAME) offers himself/herself? 1. YES 2. NO *Select and write the appropriate code in the corresponding row)*	E10b. Why can (NAME) not set the price? It is because … READ 1. Another enterprise or agent sets the price → **E12a** 2. Prices are set by the customer(s) → **E12a** 3. The government defines the price by law/regulation → **E12a** 4. Prices are negotiated with the customer → **E12a** 5. It is the going rate on the market → **E12a** 6. Other (specify) → **E12a** *Select and write the appropriate code in the corresponding row)*	E11a. Is (NAME) employed by … READ 1. The government or state-owned enterprise 2. A farm 3. A private business (non-farm) 4. A household(s) as a domestic worker 5. An NGO, non-profit institution, church 6. An international organisation or a foreign embassy *Select and write the appropriate code in the corresponding row)*	E11b1. Who pays for (NAME)'s work? Is it…? READ 1. The business, organisation or household where (NAME) does the work or 2. A different organisation, business or household? *Select and write the appropriate code in the corresponding row)*	E11b2. Which of the following types of payment does (NAME) receive for this work? READ AND MARK ALL THAT APPLY 1. A wage or salary 2. Payment for a piece of work completed 3. Commissions 4. Tips 5. Fees for services provided 6. Payment with meals or accommodation 7. Payment in kind 8. OTHER CASH PAYMENT (Specify) 9. I AM NOT PAID → **F01** *Select and write the appropriate code in the corresponding rows in the corresponding row)*
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	E11b3. How much did (NAME) receive the last time he/she was paid? Write the amount in Somali Shilling	E11b4. Which reference period did the last pay cover? 1. Hourly 2. Daily 3. Weekly 4. Monthly 5. Once off 6. Others 7. Unknown *Select and write the appropriate code in the corresponding row)*	E11b5. How much is (NAME) typically paid per week? Write the amount in Somali Shilling	E11c. Does (NAME) have a written contract or oral agreement for the work he/she does 1. YES, WRITTEN CONTRACT 2. YES, ORAL AGREEMENT 3. DON'T KNOW → **E11i** *Select and write the appropriate code in the corresponding row)*	E11d. Does the contract or agreement specify a minimum amount of hours or work that (NAME) is supposed to do? 1. Yes. It specifies a minimum amount of work 2. Yes, it specifies tasks or works to be completed → **E11f** 3. No, (0-HOUR CONTRACT or CONTACTED WHEN NEEDED) → **E11f** *Select and write the appropriate code in the corresponding row)*	E11e. What are (NAME)'s agreed or contractual working hours per week? *Write the number of HOURS per week* *ENTER 998 FOR DON'T KNOW*	E11f. Which of the following best describes (NAME)'s contract or agreement. Is it …? READ 1. For a specified period 2. Permanent or until retired→ **E11j** 3. Not permanent but without a specified end date→ **E11j** 4. For the completion of tasks *Select and write the appropriate code in the corresponding row)*	E11g. How long in total is (NAME)'s current agreement? 1. Daily contract/agreement 2. Less than one month 3. 1 to less than 3 months 4. 3 to less than 6 months 5. 6 to less than 12 months 6. 12 to less than 24 months 7. 2 years or more 8. No specified duration → **E11i** *Select and write the appropriate code in the corresponding row)*	E11h. Is (NAME) agreement for a limited period because …? 1. It is a period of training (apprentice, trainee, research assistant, etc→ **E11j** 2. It is required before a permanent contract is granted→ **E11j** 3. It is seasonal work → **E11j** 4. It is part of an employment creation program→ **E11j** 5. It is substitute work 6. It terminates once a specific task is completed→ **E11j** 7. Other reasons → **E11j** *Select and write the appropriate code in the corresponding row)*
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	E11i. Is (NAME) work seasonal? 1. YES 2. NO *Select and write the appropriate code in the corresponding row)*	E11j. Is (NAME)'s employer responsible for deducting any taxes on (NAME)'s income or is that (NAME)'s responsibility? 1. Employer is responsible 2. (NAME) is responsible *Select and write the appropriate code in the corresponding row)*	E11k. Does (NAME)'s employer pay contributions to a [pension fund/health/Unemployment Insurance] for (/NAME)? 1. YES 2. NO 97. DON'T KNOW *Select and write the appropriate code in the corresponding row)*	E11l. Does (NAME) get paid annual leave? 1. YES 2. NO 97. DON'T KNOW *Select and write the appropriate code in the corresponding row)*	E11m. Would (NAME) get paid sick leave in case of illness or injury? 1. YES 2. NO 97. DON'T KNOW *Select and write the appropriate code in the corresponding row)*	E11n. What is the distance (in KM) to (NAME)'s workplace? *(Write the number of the distance in km)*	E11o. What is (NAME)'s main method of travel to and from work? 1. WALK 2. BICYCLE 3. MATATU 4. BUS 5. PRIVATE VEHICLE EMPLOYER-PROVIDED 6. COMMUTER TRAIN 7. OTHER (specify) *Select and write the appropriate code in the corresponding row)*
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	For all respondents in employment						
	E12a. In what kind of place do (NAME) typically work? 1. At own home 2. At the client's or employer's home 3. At a farm, factory, fixed premise or cite 4. At a business, office, factory, fixed premise or site 5. On the street or another public space 6. On a vehicle (without daily base) 7. Door-to-door 8. Other 9. Cannot say *Select and write the appropriate code in the corresponding row)*	E12b. How many persons including (NAME) work at (NAME) place of work? 1. 1 2. 2-4 3. 5-9 4. 10-19 5. 20-49 6. 50+ *Select and write the appropriate code in the corresponding row)*	E12c. Is the business (NAME) work for a limited company, trading partnership, or limited partnership? 1. YES → **E13** 2. NO 97. DON'T KNOW *Select and write the appropriate code in the corresponding row)*	E12d. Is the business where (NAME) work registered in the National Business register of the company? 1. YES → **E13** 2. NO 97. DON'T KNOW *Select and write the appropriate code in the corresponding row)*	E12e. Does the business where (NAME) works in keep a complete set of accounts including assets, income and expenditures, (that is a complete balance sheet)? 1. YES 2. NO 97. DON'T KNOW *Select and write the appropriate code in the corresponding row)*	E13. Which year did (NAME) begin work in this business or for this employer? YYYY For those who do not know → G01 ENTER 9998 FOR DON'T KNOW **IF DON'T KNOW→ F01**	E14. And which month 1. JANUARY 2. FEBRUARY 3. MARCH 4. APRIL 5. MAY 6. JUNE 7. JULY 8. AUGUST 9. SEPTEMBER 10. OCTOBER 11. NOVEMBER 12. DECEMBER 97. DON'T KNOW *Select and write the appropriate code in the corresponding row)*
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SECTION E. CHARACTERISTICS OF THE MAIN JOB [*ASK EVERYONE WHO IS IN EMPLOYMENT AND HAS MORE THAN ONE JOB, OTHERWISE, SKIP to H01*]

	E15a. Which is (NAME)'s preferred time of work? 1. DURING DAYTIME AT WEEKENDS 2. DURING DAY TIME AT WEEKDAYS 1. AT NIGHT OVER THE WEEKENDS 3 DURING DAY TIME WEEKDAYS *Select and write the appropriate code in the corresponding row)*	E15b. When does (NAME) usually work? 1. DURING DAYTIME AT WEEKENDS 2. DURING DAY TIME AT WEEKDAYS 1. AT NIGHT OVER THE WEEKENDS 3 DURING DAY TIME WEEKDAYS *Select and write the appropriate code in the corresponding row)*	E16. Is (NAME) currently working as per his/her preference? 1 YES 2 NO *Select and write the appropriate code in the corresponding row)*	E17 Does (NAME) work on national holidays? 1. YES, WHEN I CHOOSE TO 2. YES, BUT I DON'T CHOOSE TO 3.NOT AT ALL *Select and write the appropriate code in the corresponding row)*	E18 Does (NAME) receive maternity/paternity/family leave benefits 1 YES 2 NO *Select and write the appropriate code in the corresponding row)*	E19. If yes, how long is (NAME)'s leave days *(Indicate number of days)*	E20. Approximately, how far is (NAME)'s working station from his/her residence? *(Indicate number in Kms)*	E21. For how long does (NAME) commute to work? *(indicate number in hours/ minutes)*	E22. Are (NAME) currently covered by any trade union/employee organization? 1. YES 2. NO *Select and write the appropriate code in the corresponding row)*	E23. Is (NAME)'s employer a member of any employer organization? e.g. chamber of commerce 1. YES 2. NO 3. DON'T KNOW
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SECTION F. CHARACTERISTICS OF THE SECOND JOB: (Continued): *[ASK EVERYONE WHO IS IN EMPLOYMENT AND HAS MORE THAN ONE JOB, OTHERWISE, SKIP to H01]*

	F01. Did (NAME) have a second job or business last week? 1. Yes 2. No → **G01** *Select and write the appropriate code in the corresponding row)*	*F02a.* In the SECOND JOB or business that (NAME) had last week, what kind of work does (NAME) do? *(e.g. Cattle farmer; Policeman; Cook; Primary school teacher)* *(Write appropriate main job title or description in the corresponding row)*	F02b. What are the main tasks or duties (NAME) usually does in the SECOND JOB? (e.g. breed, raise and sell cattle, patrol the streets, plan and prepare meals, teach children how to read and write) *(Write the appropriate task in the corresponding row. Also, write the ISCO code associated with the product)*		F03a. What is the activity of the business or place where (NAME) works in the SECOND JOB? ([e.g., Police Department – public safety; Restaurant – preparing and serving meals; Transport company – long-distance transport of goods])	F03b. What are goods/services produced/offered by the business/place of work in the SECOND JOB? (e.g. public safety; preparing and serving meals long-distance transport of goods, livestock, *hides, fish, charcoal, bananas*) *(Write the appropriate product in the corresponding row. Als, write the ISIC code associated with the product)*		F04. In (NAME)'s SECOND JOB, does (NAME) work …? READ 1. As an employee for someone **else** → **F08** 2. In (NAME's) own business activity 3. Without pay in a household or family business → **F08** 4. As an apprentice, intern → **F08** 5. Helping a family member who works for someone else → **F08** *Select and write the appropriate code in the corresponding row)*	F05. Did (NAME) have any paid employees last week in the SECOND JOB? 1. YES →**G01** 2. NO *Select and write the appropriate code in the corresponding row)*	F06. Can (NAME) set the price of the products or services that he/she offers himself/herself in the SECOND JOB? 3. YES →**G01** 4. NO *Select and write the appropriate code in the corresponding row)*	F07. Why can (NAME) not set the price in the SECOND JOB? It is because … READ 1. ANOTHER ENTERPRISE OR AGENT SETS THE PRICE 2. PRICES ARE SET BY THE CUSTOMER(S) 3. GOVERNMENT DEFINES THE PRICE BY LAW/REGULATION 4. PRICES ARE NEGOTIATED WITH THE CUSTOMER 5. IT is THE GOING RATE ON THE MARKET 6. OTHER (SPECIFY) *Select and write the appropriate code in the corresponding row)*
		JOB TITLE OR DESCRIPTION	MAIN TASKS AND DUTIES	ISCO CODE	MAIN ACTIVITY	GOODS OR SERVICES	ISIC CODE				
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	F08. Which of the following types of pay does (NAME) receive for this work? READ AND MARK ALL THAT APPLY 1. A wage or salary 2. Payment for a piece of work completed 3. Commissions 4. Tips 5. Fees for services provided 6. Payment with meals or accommodation 7. Payment in products 8. OTHER CASH PAYMENT (Specify) 9. I AM NOT PAID → **G01** *Select and write the appropriate code in the corresponding row)*	F09. Is (NAME)'s employer responsible for deducting any taxes on (NAME) income or is that (NAME) responsibility? 1. Employer is responsible → **G01** 2. NAME is responsible → **G01** *Select and write the appropriate code in the corresponding row)*
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SECTION G1. WORKING TIME IN EMPLOYMENT: *[ASK EVERYONE WHO IS IN EMPLOYMENT]*

	G01 How many hours does (NAME) usually work per week in his/her main job? Note: enter 997 for do not know IF DON'T KNOW→**G02** Hours per week→**G04**	G02. How many days per week does (NAME) usually work in his/her main job? *Write the number of days)*	G03. And how many hours per day does (NAME) usually work in his/her main job? *Write HOURS PER DAY ENTER 998 FOR DON'T KNOW*	G04. During the last 7 days, did (NAME) have any absences or take time off from his/her main job for any reason, for example, holidays, illness, family reasons? 1. Yes 2. No *Select and write the appropriate code in the corresponding row)*	G05. During the last 7 days, were there any days when (**name**) worked extra hours in his/her main job, paid or unpaid? 1. Yes 2. No→**G07** *Select and write the appropriate code in the corresponding*	G06. For the entire week, how many extra hours was this? *Write the number of HOURS* *ENTER 998 FOR DON'T KNOW*	G07. How many hours did (NAME) work in total in his/her main job last week? *Write the number of HOURS* *ENTER 998 FOR DON'T KNOW*	IF RESPONDENT DOES NOT HAVE the SECOND JOB SKIP TO G14 **G08.** How many hours does (NAME) usually work per week in his/her second job? *Write the number of HOURS* *ENTER 998 FOR DON'T KNOW* IF F01=2 or E01=1 →**G07**	G09. Last week, is that the number of hours (NAME) worked in his/her second job? 1. Yes→**G11** 2. No	G10. How many hours did (NAME) work last week in his/her second job? *Write the number of HOURS ENTER 998 FOR DON'T KNOW*	G11. How many hours does (NAME) usually work per week in his/her other job(s)? *Write the number of HOURS ENTER 998 FOR DON'T KNOW*	G12. Last week, is that the number of hours (NAME) worked in his/her other job(s)? 1. Yes→**G14** 2. No *Select and write the appropriate code in the corresponding row)*	G13a. How many hours did (NAME) work last week in his/her other job(s)? *Write the number of HOURS* *ENTER 998 FOR DON'T KNOW*
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SECTION G1. WORKING TIME IN EMPLOYMENT (UNDEREMPLOYMENT): *[ASK EVERYONE WHO IS IN EMPLOYMENT]*

	G13b *Interviewer: Check total hours of work* During last week, what was (NAME)'s total hours of work in his/her PRIMARY (OR MAIN) and SECOND Jobs?		G14. During the last four weeks, did (NAME) look for additional or other paid work? 1. YES 2. NO *Select and write the appropriate code in the corresponding row)*	G15 Would (NAME) want to work more hours per week than usually worked, provided the extra hours are paid? 1. YES 2. NO →**G18** *Select and write the appropriate code in the corresponding row)*	G16 Could (NAME) start working more hours within the next two weeks? 1. YES 2. NO →**G18** *Select and write the appropriate code in the corresponding row)*	G17 How many additional hours per week could (NAME) work? *Write the number of HOURS ENTER 998 FOR DON'T KNOW*	G18 Does (NAME) want to change his/her current employment situation? 1. YES 2. NO *Select and write the appropriate code in the corresponding row)*	G19 What is the main reason why (NAME) want(s) to change his/her employment situation? 01. Present job(s) is/are temporary 02. To have a better-paid job 03. To have more clients/business 04. To work more hours 05. To work fewer hours 06. To better match skills 07. To work closer to home 08. To improve other working conditions 96. Other specify_____ *Select and write the appropriate code in the corresponding row)*
	G13b1. Total hours usually worked in all jobs *Compute the total number of hours and confirm with the respondent*	G13b2. Total hours actually worked in all jobs *Compute the total number of hours and confirm with the respondent*						
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	G20. Did (NAME) want to increase his/her total time spent on all work activities last week? 1. YES 2. NO *Select and write the appropriate code in the corresponding row)*	G21. How many additional hours would (NAME) have liked to work during last week? *Write the number of HOURS ENTER 998 FOR DON'T KNOW*	G22. In the last 30 days, did (NAME) take any steps to try to find additional or new work? 1. Applied to current employers 2. Applied to other employers 3. Checked at current work sites 4. Answered newspaper advertisements 5. Sought assistance of friends or relatives 6. Looked for land, building, machinery or equipment to establish or improve his/her enterprise 7. Arranged for initial or additional financial resources 8. Other (SPECIFY) 9. No steps are taken to find additional or new work *Select and write the appropriate code in the corresponding row)*	G23. How soon could (NAME) have started work, if (NAME) had found an alternative or additional work? 1. AT ONCE 2. WITHIN A MONTH 3. LATER THAN A MONTH 4. DON'T KNOW *Select and write the appropriate code in the corresponding row)*	G24. Did (NAME) wish to change jobs or to have another job in addition to (NAME)'s present one(s) for any reason other than to increase work time? 1 YES 2 NO *Select and write the appropriate code in the corresponding row)*	G25. What is the main reason why (NAME) wanted to change jobs or get an additional one? 1. INSUFFICIENT USE OF SKILLS 2. INADEQUATE INCOME 3. TO DECREASE WORK TIME (EVEN IF IT MEANT LOSS OF INCOME) 4. OTHER (SPECIFY) *Select and write the appropriate code in the corresponding row)*
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SECTION G2. Own use production of foodstuff among employed persons: [ASK EVERYONE WHO IS IN EMPLOYMENT]

	G26. In addition to what (NAME) has already told me, last week, did (NAME) do any of the following activities to produce food mainly for consumption by his or her household or family? 1. Plant, maintain or harvest any crops, vegetables or fruits 2. Raise or tend farm animals such as (sheep, goats, chicken…) 3. Go fishing or collect shellfish	G27. What are the main food products that (NAME) was working on mainly for consumption by his or her household or family? *(for example chicken, cassava, rice, wild mushrooms, citrus fruits, vegetables, freshwater fish, cattle…)* *(Write the appropriate product in the corresponding row. Also, write the ISIC code associated with the product)*		G28. Last week, on how many days did (NAME) do this work? *Write the number of days*	G29. How many hours per day did (NAME) spend doing this last week? *Write the number of HOURS per day* ENTER 98 FOR DON'T KNOW **ALL GO TO → I01**
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SECTION H. JOB SEARCH AND AVAILABILITY (UNEMPLOYMENT OR INACTIVITY) [*ASK ALL PERSONS 15 YEARS AND ABOVE NOT IN EMPLOYMENT*]

	H01. Did (NAME) do anything to find a paid job during the last 4 weeks? 1 YES →**H03** 2 NO *Select and write the appropriate code in the corresponding row)*	H02. Alternatively, did (NAME) try to start a business? 1 YES 2 NO →**H07** *Select and write the appropriate code in the corresponding row)*	H03. What did (NAME) mainly do in the last four weeks to (find a job/start a business)? 1. Apply to a prospective employer(s) →**H06** 2. Place or answer job advertisements→**H06** 3. Study or read job advertisements →**H04** 4. Post/update resume on professional /social networking sites→**H06** 5. Register with public employment service→**H06** 6. Register with a private employment Centre/Agency→**H06** 7. Take a test or interview →**H06** 8. Seek help from relatives, friends, others→**H06** 9. Check at factories, work sites→**H06** 10. Wait on the street to be recruited →**H06** 11. Seek financial help to start a business→**H06** 12. Look for land, building, equipment, materials to start a business→**H06** 13. Apply for a permit or license to start a business→**H06** 14. Other (SPECIFY) →**H06** *Select and write the appropriate code in the corresponding row)* **IF 3 CONTINUE TO H04, OTHERWISE SKIP TO H06**	H04. In addition to reading job advertisements, did (NAME) do anything else in the last four weeks to find a paid job/start a business? 1. YES 2. NO →**H06** *Select and write the appropriate code in the corresponding row)*	H05. What else did (NAME) do? 1. Apply to a prospective employer(s) 2. Place or answer job advertisements 3. Study or read job advertisements 4. Post/update resume on professional /social networking sites 5. Register with public employment service 6. Register with a private employment Centre/Agency 7. Take a test or interview 8. Seek help from relatives, friends, others 9. Check at factories, work sites 10. Wait on the street to be recruited 11. Seek financial help to start a business 12. Look for land, building, equipment, materials to start a business 13. Apply for a permit or license to start a business Other (SPECIFY) *Select and write the appropriate code in the corresponding row)*	H06. For how long have (NAME) been without work and available for work? 1. Less than 1 month→**H09** 2. 1 month to less than 3 months →**H09** 3. 3 months to less than 6 months→**H09** 4. 6 months to less than 1 year→**H09** 5. 1 year to less than 2 years→**H09** 6. 2 years or more→**H09** *Select and write the appropriate code in the corresponding row)* **SKIP TO H09 FOR ALL**
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	H07. At any time in the last 12 months, did (NAME) look for a paid job or try to start a business? 1. Yes 2. No *Select and write the appropriate code in the corresponding row)*	H08. At present does (NAME) want to work? 1. Yes 2. No→**H14** *Select and write the appropriate code in the corresponding row)*	H09. What is the main reason why (NAME) did not try to find a paid job or start a business in the last four weeks? 1. Waiting for results of a previous search→**H11** 2. Awaiting recall from a previous job→**H11** 3. Waiting for the season to start →**H11** 4. waiting to start new job or business 5. Tired of looking for jobs, no jobs in the area→**H11** 6. No job matching skill lack experience→**H11** 7. Considered too young/old by employers →**H11** 8. In studies, training →**H11** 9. Family/household responsibilities →**H11** 10. In agriculture/fishing for family use→**H11** 11. Own disability, injury, illness →**H11** 12. Retired, pensioner, other sources of income→**H11** 13. Other reasons (SPECIFY) →**H11** *Select and write the appropriate code in the corresponding row)* ***IF 4 CONTINUE TO H10, OTHERWISE SKIP TO H11***	H10. How soon (do/ does) (NAME) expect to start working in this new job or business? 1. One month or less 2. More than one month and up to three months 3. More than three months *Select and write the appropriate code in the corresponding row)*	H11. If it depended on (NAME), could he have started working last week? 1. Yes→**I01** 2. No *(Write the appropriate)*	H12.Alternatively, could (NAME) start working within the next two weeks? 1. Yes→**I01** 2. No *(Write the appropriate)*	H13. Why is that? 1. Waiting for results of a previous search→**I01** 2. Awaiting recall from a previous job→**I01** 3. Waiting for the season to start →**I01** 4. waiting to start new job or business→**I01** 5. Tired of looking for jobs, no jobs in area→**I01** 6. No job matching skills, lack experience→**I01** 7. Considered too young/old by employers →**I01** 8. In studies, training →**I01** 9. Family/household responsibilities →**I01** 10. In agriculture/fishing for family use→**I01** 11. Own disability, injury, illness →**I01** 12. Retired, pensioner, other sources of income→**I01** 13. OTHER reasons (specify) →**I01**	H14. Which of the following best describes what (NAME) (are/is) mainly doing at present? 1. Studying or training →**I01** 2. Engaged in household or family responsibilities →**I01** 3. Farming or fishing to produce food for the family→**I01** 4. Retired or pensioner→**I01** 5. With a long-term illness, injury or disability →**I01** 6. Doing volunteering, community or charity work →**I01** 7. Engaged in cultural or leisure activities →**I01** **ALL GO TO →I01**
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SECTION I: UNPAID HOUSEHOLD WORK: *[ASK EVERYONE WHO IS 15 YEARS AND ABOVE]*

	READ	I01: Last week, up to yesterday, did (NAME) spend any time…																
	These last questions are about activities people do *without* any pay for their household…	a. Cooking, serving daily meals or washing dishes			b. Preparing other food or drinks to preserve them, such as [making flour, alcohol, dried fish/meat]			c. Making goods for use by the household, such as [furniture, pottery, baskets, clothing, mats]			d. Washing, drying, ironing or fixing clothes			e. Cleaning the house, yard or garden			f. Paying household bills or arranging services to fix the house or car		
		1.Yes 2.No→**I01b**	If Yes, No days	If Yes, Number of Hours per day	1.Yes 2.No→**I01c**	If Yes, No days	If Yes, Number of Hours per day	1.Yes 2.No→**I01d**	If Yes, No days	If Yes, Number of Hours per day	1.Yes 2.No→**I01e**	If Yes, No days	If Yes, Number of Hours per day	1.Yes 2.No→**I01f**	If Yes, No days	If Yes, Number of Hours per day	1.Yes 2.No→**I01g**	If Yes, No days	If Yes, Number of Hours per day
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	READ	I10: Last week, up to yesterday, did (NAME) spend any time…													
	These last questions are about activities people do without any pay for their household…	g. Shopping for the household			h. Maintaining or doing repairs to the dwelling or car such as [painting, decorating, installing fixtures or fittings]			i. Doing construction work him/herself to renovate, extend or build the household's dwelling, fence			j. Fetching water from natural or public sources			k. Collecting firewood [or other natural products] to use as fuel		
		1.Yes 2.No→**I01h**	If Yes, No days	If Yes, Number of Hours per day	1.Yes 2.No→**I01i**	If Yes, No days	If Yes, Number of Hours per day	1.Yes 2.No→**I01j**	If Yes, No days	If Yes, Number of Hours per day	1.Yes 2.No→**I01k**	If Yes, No days	If Yes, Number of Hours per day	1.Yes 2.No→**I02a**	If Yes, No days	If Yes, Number of Hours per day
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SECTION I: UNPAID HOUSEHOLD WORK: (Continued) *[ASK EVERYONE WHO IS 15 YEARS AND ABOVE]*

	I02a Last week, did (NAME) spend any time providing care, help or assistance to family members aged 18 years or older because of a disability, illness, or problems related to old age? READ For example: Administering medication, feeding, helping them with bathing, and personal hygiene, etc. 1. Yes 2. No→**I03a** *Select and write the appropriate code in the corresponding row)*	I02b On how many days did (NAME) do these activities, last week? *Select and write the appropriate code in the corresponding row)*	I02c How many hours per day did (NAME) spend on these activities? *Select and write the appropriate code in the corresponding row)*	I03a Did (NAME) spend any time looking after family children aged 17 years or younger? READ For example: Bathing, playing with children, taking children to school, sports or other activities, instructing, tutoring or helping children with homework, advising or talking with teens about their problems, etc. 1. Yes 2. No→**J01** *Select and write the appropriate code in the corresponding row)*	I03b On how many days did (NAME) do these activities, last week? *Select and write the appropriate code in the corresponding row)*	I03c How many hours per day did (NAME) spend on these activities? *Select and write the appropriate code in the corresponding row)*
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SECTION J. PAST EMPLOYMENT [ASK EVERYONE WHO IS 15 YEARS AND ABOVE]

	J01 Have (NAME) ever worked for pay or profit or helped unpaid in a household business or farm? 1 Yes 2 No →**K01**	J02 How long ago was it that (NAME) last worked? 1. Less than 2 yrs ago 2. 2 yrs < 5 yrs ago 3. 5 yrs or more ago	J03 And for how long did (NAME) do that work? 1. Less than 1 year 2. 1 yr < 2 yrs 3. 2 yrs < 5 yrs 4. 5 years or more	J04 What sort of work did (NAME) do and what were (NAME)'s main duties? CODES (for office and petty traders – Annex 1)	J05 What was (NAME)'s employment status in that work? 1. Paid employee 2. Employer 3. Own account worker 4. Member of producers cooperative 5. Contributing family worker 6. Other (SPECIFY)	J06 What kind of activity was carried out at the place where (NAME) worked? And what products are produced or what services are provided? CODES (for office and petty traders – Annex 2)
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SECTION K: Remittance and Family Daily Bread: ASK THE MAIN RESPONDENT REPRESENTING THE HOUSEHOLD

K01. Does your family receive remittance?	1 Yes	2 No☐K7	**K02**. If yes, since when(year)	
K03. How often they receive the remittance? (Periodicity)	1. Monthly	2. Quarterly	3. Yearly	4. Occasionally
K04. Which country the remittance is sent from?				
K05. Who remits the remittance in money? (Use relationship to the household in B2)				
K06 How much amount of remittance received as per periodicity indicated in K3?	USD………….	Euro ………………………..	UK Pounds ………………..	
K07 How many meals do you usual have in a day?	No meal	0	One meal	1	Two meals	2	Three meals	3	Other (specify)	
K08. Does your family receive money from any cash transfer schemes?	1 Yes	2 No☐K7		
K09. If yes in K8, since when (the year)?				
K10. IF YES IN K8, How much money is received from the scheme?				
K11. How frequent is the amount received from the scheme?	1. Monthly	2. bi-monthly	3. Quarterly	4. Semi-annually 5. Annually
K12. Country where remittance is sent from				
K13. Who remits the money (Relationship to the household) use B2 codes				
K14 Amount of remittance received according to periodicity indicated in K3	USD………….	Euro ………………………..	UK Pounds ………………..	
K15. Could you please tell me the name of the Scheme(s)/institution(s) where the cash transfer is received from?				

END OF THE INTERVIEW

Verified by: Name_____Signature_____Date_____