

ILO Model LFS Questionnaire for PAPI¹

Main activity start (2024 Edition)

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¹ To be used together with the accompanying National adaptation guide and Variable derivation guide.

General conventions

Summary of conventions used in the ILO labour force survey model questionnaire for PAPI:

- Regular text: Indicates text to be read by the interviewer
- *Italics*: Indicates interviewer instructions or aids, not to be read out loud
- CAPS: INDICATES RESPONSE CATEGORIES AND FILTERS NOT TO BE READ OUT LOUD
- (Parenthesis): Indicates that a choice or a substitution must be made
- [Text in red square brackets]: Indicates text that must be adapted as per national circumstances
- **Bold text (other)**: Indicates question numbers, Module headings, skips, and other structural items
- Skips are marked with this sign: →

Module RSP: Respondent Status	
INSTRUCTIONS FOR RESPONDENTS OF WORKING AGE NOTE: THE FIRST PERSONAL INTERVIEW SHOULD BE COMPLETED FOR THE REFERENCE PERSON (PPNO1). THEN IT SHOULD PROCEED IN CHRONOLOGICAL ORDER THROUGH THE PPNO'S AS RELEVANT INTERVIEWER TO READ: The next questions are about (you/NAME)...	
RSP_1 (RSP_AVAIL) Is (PPNO# NAME) available and willing to be interviewed?	1. YES 2. NO
RSP_2 (RSP_DIR) IS THE PERSON (HIM/HERSELF) RESPONDING TO THE QUESTIONS?	INTERVIEWER TO ANSWER: IS THE PERSON (HIM/HERSELF) RESPONDING TO THE QUESTIONS? 1. YES 2. NO
RSP_3 (RSP_PPNO) THE PPNO OF THE PERSON RESPONDING TO THE QUESTIONS	INTERVIEWER, ENTER THE PPNO OF THE PERSON RESPONDING TO THE QUESTIONS 1. PPNO ____
RSP_4 (RSP_REL) Can you let me know what is your relationship to (PPNO#NAME)?	1. SPOUSE OR PARTNER 2. SON OR DAUGHTER 3. MOTHER OR FATHER 4. OTHER RELATIVE 5. UNRELATED
RSP_5 (RSP_START) START TIME OF THE INTERVIEW	INTERVIEWER, RECORD THE START TIME OF THE INTERVIEW 1. HH:MM __ : __
Module MAC: Main Activity at present	
MAC_1 (MAC_BEST) Which of the following best describes what (you/NAME) (are/is) mainly doing at present?	READ AND MARK ONE 1. Working for someone else for pay → ABS_1a 2. Working in own or family [farming, animal rearing or fishing] activities → ARD_2 3. Working in any other kind of business activity → ABS_1a 4. Taking care of the household or family → ARD_1 5. Studying or training → ARD_1 6. Looking for work → ARD_1 7. Doing unpaid voluntary, [community, village, charity] work → ARD_1 8. Retired or pensioner → ARD_1 9. With a long-term illness, injury or disability DO NOT READ 10. OTHER (SPECIFY): _____ → ARD_1
MAC_2 (MAC_CWK) Considering (your/NAME's) current situation, can (you/he/she) work?	1. YES → ARD_1 2. NO → SRH_8
Module ARD: Agriculture Recovery and Destination of Production	
ARD_1 (AWD_ARD1) Last week, from [DAY] up to [DAY], did (you/NAME)...	READ AND MARK ALL THAT APPLY 1. Work or help in family farming activities 2. Keep or help in a family [kitchen garden, orchard] 3. Rear or tend farm animals kept by the family 4. [Work or help in family fishing (or fish farming) activities]

	DO NOT READ 5. NONE OF THE ABOVE → ERC_1
ARD_2 (AGF_MKT) Are the (farming, animal [and/or fishing]) products that (you/NAME) (are/is) working on intended...?	READ AND MARK ONE 1. Only for sale → MJJ_1 2. Mainly for sale → MJJ_1 3. Mainly for family use → ARD_3 4. Only for family use → ARD_3 DO NOT READ 97. CANNOT SAY
ARD_2b (AGF_HIS) In general, in the past have these products been mainly sold or mainly kept for family use?	1. ONLY SOLD → MJJ_1 2. MAINLY SOLD → MJJ_1 3. MAINLY KEPT FOR FAMILY USE 4. ONLY KEPT FOR FAMILY USE
ARD_3 (AGF_GDS) What are the main products from (farming, rearing animals, [and/or fishing]) that (you were/NAME was) working on?	For example: [citrus fruits, vegetables, freshwater fish, cattle, chicken, rice] 1. MAIN GOODS _____ 2. ISIC CODE: ____ (9999 FOR DON'T KNOW)
ARD_4 (AGF_DYS) Last week, on how many days did (you/NAME) do this work?	1. NUMBER OF DAYS ____ 2. DID NOT DO THIS WORK LAST WEEK → ARD_6
ARD_5 (AGF_HRS) How many hours per day did (you/NAME) spend doing this last week?	1. HOURS PER DAY ____
ARD_6 (AGF_HRSU) How many hours per week do (you/NAME) usually spend working in (farming, rearing animals, [and/or fishing])?	1. HOURS PER WEEK ____ → ERC_1
Module ERC: Employment recovery	
ERC_1 (ERC_INC) Last week, did (you/NAME) do any (other) work to generate an income, even for 1 hour [e.g. casual, part-time, odd jobs, making things to sell, offering services for pay,...]?	1. YES → MJJ_1 2. NO
ERC_2 (ERC_FBUS) Or, did (you/NAME) help in a family business or other income generating activity?	1. YES → MJJ_1 2. NO → ABS_1b
Module ABS: Temporary Absence	
ABS_1a (ABS_WORK) Last week, did (you/NAME) work?	1. YES → MJJ_1 2. NO → ABS_2
ABS_1b (ABS_JOB) Even though (you/NAME) did not work, last week did (you/he/she) have a paid job or a business?	1. YES 2. NO → SRH_1
ABS_2 (ABS_WHY) Why did (you/NAME) not work last week?	1. WAITING TO START NEW JOB OR BUSINESS → AGF_1a 2. LOW OR OFF-SEASON → ABS_5 3. SHIFT WORK, FLEXI TIME, NATURE OF WORK → AGF_1b 4. VACATION, HOLIDAYS → AGF_1b 5. SICKNESS, ILLNESS, ACCIDENT → AGF_1b 6. MATERNITY, PATERNITY LEAVE → AGF_1b

	7. EDUCATION LEAVE OR TRAINING 8. OTHER PERSONAL LEAVE (CARE FOR FAMILY, CIVIC DUTIES...) 9. TEMPORARY LAYOFF, NO CLIENTS OR MATERIALS, WORK BREAK 10. BAD WEATHER, NATURAL DISASTER 11. STRIKE OR LABOUR DISPUTE 12. LONG-TERM DISABILITY 13. OTHER (SPECIFY): _____
ABS_3 (ABS_DUR) Including the time that (you/NAME) (have/has) been absent, will (you/he/she) return to that same job or business in 3 months or less?	1. YES → MJJ_1 2. NO 97. DON'T KNOW
ABS_4 (ABS_PAY) (Do/Does) (you/NAME) continue to receive an income from (your/his/her) job or business during this absence?	1. YES → MJJ_1 2. NO → SRH_1 97. DON'T KNOW → SRH_1
ABS_5 (ABS_SEA) During the low or off-season, (do/does) (you/NAME) continue to do some work for that job or business?	1. YES → MJJ_1 2. NO → SRH_1
Module MJJ: Characteristics of Main Job	
MJJ_1 (MJJ_MULT) Last week did (you/NAME) have more than one job or income generating activity?	1. NO, ONLY ONE JOB/BUSINESS → MJJ_2 2. YES, MORE THAN ONE JOB/BUSINESS
INSTRUCTIONS INTERVIEWER TO READ: I am now going to ask you some questions about the income-generating activity in which (you/NAME) usually work the most hours.	
MJJ_2 (MJJ_OCC_TLE) In (this/NAME's) job, what kind of work (do/does) (you/he/she) do?	(I.e.g. Cattle farmer –breed, raise and sell cattle; Policeman – patrol the streets; Cook –plan and prepare meals; Primary school teacher –teach children how to read and write) 1. OCCUPATIONAL TITLE, IF ANY _____ 2. MAIN TASKS AND DUTIES _____ 3. ISCO CODE: _____
MJJ_3 (MJU_INS) In this job (are/is) (you/he/she) working in....?	READ 1. The government or a state-owned enterprise 2. A farm → MJJ_6 3. A private business (non-farm) 4. A household(s) as a domestic worker → MJJ_6 5. An NGO, non-profit institution, religious institution 6. An international organization or a foreign embassy
MJJ_4 (MJU_NAM) What is the name of the place or business where (you/NAME) work(s)?	1. NAME OF ESTABLISHMENT _____ (USE "NO NAME" FOR CASES WHERE A PRIVATE BUSINESS HAS NO OFFICIAL NAME)
MJJ_5 (MJU_MAC) What is the main activity of the place or business where (you/NAME) work(s)?	(I.e.g.: Police Department - public safety; Restaurant - preparing and serving meals; Transport Company - long distance transport of goods) 1. MAIN ACTIVITY _____ 2. GOODS OR SERVICES _____ 3. ISIC CODE: _____

MJJ_6 (MJJ_EMP_REL) (Do/does) (you/NAME) work...?	READ 1. As an [employee] → MJJ_9a 2. In (your/his/her) own [business activity] → MJJ_9a 3. Helping in a family or household business 4. As an apprentice, intern → MJJ_11a 5. Helping a family member who works for someone else → MJJ_14
MJJ_7 (MJJ_REM_TYP) Which of the following types of pay (do/does) (you/NAME) receive for this work?	READ AND MARK ALL THAT APPLY 1. A wage or salary → MJJ_11a 2. Payment by piece of work completed 3. Commissions 4. Tips 5. Fees for services provided 6. Payment with meals or accommodation 7. Payment in products DO NOT READ 8. OTHER CASH PAYMENT (Specify): _____ 9. NOT PAID
INSTRUCTIONS IF OPTION 1 WAS MARKED IN MJJ_7 THEN CONTINUE TO MJJ_11a IF OPTION 1 WAS NOT MARKED IN MJJ_7 AND OPTION 3 WAS MARKED IN MJJ_6, THEN CONTINUE TO MJJ_8a IF OPTION 1 WAS NOT MARKED IN MJJ_7 AND OPTION 1 WAS MARKED IN MJJ_6, THEN CONTINUE TO MJJ_10a MJJ_8a TO MJJ_8b: QUESTIONS TO ASSESS DECISION MAKING IN THE FAMILY BUSINESS	
MJJ_8a (MJJ_CFW_CHK2) Who usually decides how the income earned from this business will be used ...?	READ 1. (You/NAME) 2. (You/NAME) together with others 3. Other family member(s) only 4. Other (non-related) person(s) only
MJJ_8b (MJJ_CFW_CHK) Who usually makes the decisions about the running of the family business?	READ 1. (You/NAME) 2. (You/NAME) together with others 3. Other family member(s) only → MJJ_13a 4. Other (non-related) person(s) only → MJJ_13a
INSTRUCTIONS MJJ_9a TO MJJ_9g: QUESTIONS TO IDENTIFY EMPLOYERS AND DEPENDENT CONTRACTORS AMONG THOSE WHO DECLARED WORKING IN OWN BUSINESS AND CONTRIBUTING FAMILY WORKERS WHO DECIDE ON HOW TO RUN THE BUSINESS	
MJJ_9a (MJJ_HIRES) Does (your/family) business hire any paid employees on a regular basis?	1. YES → MJJ_13a 2. NO
MJJ_9b (MJD_SINGLE_CLIENT) Does more than half of the income from the business/activity come from ...?	READ 1. One single client/customer → MJJ_9e 2. Multiple clients/customers DO NOT READ 3. HAVE NOT HAD ANY CLIENTS YET → MJJ_9d
MJJ_9c (MJD_SOURCE_CLIENT) Do (you/NAME) (get/gets) (your/his/her) customers, clients or buyers through someone else, for example from another company, intermediary or person ...?	READ 1. Yes, all of them → MJJ_9e 2. Yes, most of them → MJJ_9e 3. Yes, but only some of them 4. No

MJJ_9d (MJD_SELL_CLIENT) In this business activity (do you / does NAME) ...?	READ AND MARK ALL THAT APPLY 1. (Make/Makes) products or (provide/provides) services for only one company 2. (Sell/Sells) products or services from only one company 3. (Work/Works) with materials or equipment provided by just one company DO NOT READ 4. NONE OF THE ABOVE → MJJ_13a
INSTRUCTIONS IF MJJ_9d=1, 2 OR 3 THEN ASK MJJ_9e	
MJJ_9e (MJD_CONTROL) Does this client / company / intermediary / person ...?	VERSION A READ AND MARK ALL THAT APPLY 1. Set the price of the products or services that (you offer/ NAME offers) 2. Decide the minimum amount of sales or tasks (you/NAME) must complete 3. Decide the places, routes or areas where (you do / NAME does) the work 4. Decide how to organize the work 5. Decide the supplier(s) to use 6. Provide the premises or machines (you use / NAME uses) DO NOT READ 7. NONE OF THE ABOVE → MJJ_13a VERSION B READ AND MARK ALL THAT APPLY 1. Set the price of the products or services that (you offer/ NAME offers) 2. Decide on where, when or how you should carry out your work DO NOT READ 3. NONE OF THE ABOVE → MJJ_13a
MJJ_9f (MIS_SOCPRO_DC1) In relation to this job (do/does) (you/name) contribute to the [Pension Fund/Unemployment Insurance] on (your/his/her) behalf?	1. YES 2. NO 97. DON'T KNOW
MJJ_9g (MJL_REGP1) Have you registered your activities in [The national tax registration for persons in employment for profit, declaring their tax on profits made]?	1. YES → MJJ_13a 2. NO → MJJ_13a 97. DON'T KNOW → MJJ_13a
INSTRUCTIONS MJJ_10a TO MJJ_10g: QUESTIONS ON PAYMENT OF SOCIAL CONTRIBUTIONS AND BUSINESS REGISTRATION FOR SELF-DECLARED EMPLOYEES THAT DO NOT RECEIVE A WAGE OR SALARY	
MJJ_10a (MIE_SOCPRO1) Does (your/NAME's) employer pay contributions to the [Pension Fund/Unemployment Insurance] for (you/NAME)?	1. YES → SJJ_10f 2. NO 97. DON'T KNOW
MJJ_10b (MIS_SOCPRO_DC2) In relation to this job (do/does) (you/name) contribute to the [Pension Fund/Unemployment Insurance] on (your/his/her) behalf?	1. YES 2. NO 97. DON'T KNOW

MJJ_10c (MJL_REGI1) Is the (business/farm) (you/NAME) (work/works) for registered in the [National Business Register]?	1. YES → SJJ_14e 2. NO 97. DON'T KNOW
MJJ_10d (MIS_BOOK_TYP1) What kind of accounts or records does the business keep? Are they...	READ 1. A complete set of written accounts for tax purposes 2. Simplified written accounts to be submitted for tax purposes 3. Simplified written accounts not for tax purposes 4. Informal records of orders, sales, purchases 5. No records are kept DO NOT READ 97. DON'T KNOW
MJJ_10e (MJL_REGP2) Have you registered your activities in [The national tax registration for persons in employment for profit, declaring their tax on profits made]?	1. YES 2. NO 97. DON'T KNOW
MJJ_10f (MIE_PVACLV1) (Do/Does) (you/NAME) get paid annual leave?	1. YES 2. NO 97. DON'T KNOW
MJJ_10g (MIE_PSCKLV1) Would (you/NAME) get paid sick leave in case of illness or injury?	1. YES → MJJ_12a 2. NO → MJJ_12a 97. DON'T KNOW → MJJ_12a
INSTRUCTIONS MJJ_11a to MJJ_11e: QUESTIONS ON PAYMENT OF SOCIAL CONTRIBUTIONS AND BUSINESS REGISTRATION FOR ALL WHO RECEIVE A WAGE OR SALARY AND APPRENTICES AND TRAINEES.	
MJJ_11a (MIE_SOCPRO2) Does (your/NAME's) employer pay contributions to the [Pension Fund/Unemployment Insurance] for (you/NAME)?	1. YES → MJJ_11d 2. NO 97. DON'T KNOW
MJJ_11b (MJL_REGI2) Is the (business/farm) (you/NAME) (work/works) for registered in the [National Business Register]?	1. YES → MJJ_11d 2. NO 97. DON'T KNOW
MJJ_11c (MIS_BOOK_TYP2) What kind of accounts or records does the business keep? Are they...	READ 1. A complete set of written accounts for tax purposes 2. Simplified written accounts to be submitted for tax purposes 3. Simplified written accounts not for tax purposes 4. Informal records of orders, sales, purchases 5. No records are kept DO NOT READ 97. DON'T KNOW
MJJ_11d (MIE_PVACLV2) (Do/Does) (you/NAME) get paid annual leave?	1. YES 2. NO 97. DON'T KNOW
MJJ_11e (MIE_PSCKLV2) Would (you/NAME) get paid sick leave in case of illness or injury?	1. YES → MJJ_12a 2. NO → MJJ_12a 97. DON'T KNOW → MJJ_12a

INSTRUCTIONS MJJ_12a TO MJJ_12h: QUESTIONS ON CONTRACTS/AGREEMENTS FOR SELF-DECLARED EMPLOYEES AND CONTRIBUTING FAMILY WORKERS THAT RECEIVE A WAGE OR SALARY	
MJJ_12a (MJC_CONTRA) (Do/Does) (you/NAME) have a written contract for the work (you/he/she) (do/does) or is it an oral agreement?	1. YES, WRITTEN CONTRACT 2. YES, ORAL AGREEMENT 97. DON'T KNOW → MJJ_12h
MJJ_12b (MCD_CONTHRS) Does (your/NAME's) (contract/agreement) specify the number of hours (you/he/she) (are/is) supposed to work?	1. YES → MJJ_12d 2. NO
MJJ_12c (MCD_CONMIN) Does the (contract/agreement) guarantee a minimum amount of hours or work for (you/NAME)?	1. YES, MINIMUM HOURS OR WORK GUARANTEED → MJJ_12e 2. YES, TASKS OR WORK TO DO → MJJ_12e 3. NO, 0-HOUR CONTRACT, CONTACTED WHEN NEEDED → MJJ_12e
MJJ_12d (MCD_CONTHRS_NUM) What are (your/NAME's) agreed or contractual working hours per week in this job?	1. HOURS PER WEEK ____ (997 FOR DON'T KNOW)
MJJ_12e (MJC_CONOP) Is (your/NAME's) contract or agreement....?	READ 1. For a specified period of time → MJJ_12g 2. Until the date a task is completed → MJJ_12g 3. Permanent or until retirement → MJJ_14 4. Ongoing, until further notice DO NOT READ 97. DON'T KNOW
MJJ_12f (MJC_TEMPTOTAL) How much longer (do/does) (you/NAME) expect to continue working in this job?	1. LESS THAN A MONTH → MJJ_14 2. BETWEEN 1 AND 2 MONTHS → MJJ_14 3. MORE THAN 2 MONTHS BUT LESS THAN 3 MONTHS → MJJ_14 4. 3 MONTHS OR MORE → MJJ_14 5. IT IS UNTIL FURTHER NOTICE/NO SPECIFIC AGREEMENT → MJJ_14
MJJ_12g (MJC_TEMPDUR) How long in total is (your/NAME's) current contract or 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 → MJJ_14 6. 12 TO LESS THAN 24 MONTHS → MJJ_14 7. TWO YEARS OR MORE → MJJ_14 8. NO SPECIFIED DURATION
MJJ_12h (MCD_TASKSE) Is (your/NAME's) work seasonal?	1. YES → MJJ_14 2. NO → MJJ_14
INSTRUCTIONS MJJ_13a TO MJJ_13c: QUESTIONS ON BUSINESS REGISTRATION FOR THOSE SELF-IDENTIFIED AS WORKING IN OWN BUSINESS (INCLUDING DEPENDENT CONTRACTORS) AND CONTRIBUTING FAMILY MEMBERS	
MJJ_13a (MJL_REGI3) Is (your/family) (business/farm) registered in the [National Business Register]?	1. YES 2. NO → MJJ_13c 97. DON'T KNOW → MJJ_13c

MJJ_13b (MJL_CORP) Is the (business/farm) registered as...?	READ 1. [Limited liability company (incorporated enterprise)] 2. [General partnership (incorporated enterprise)] 3. [Limited partnership (incorporated enterprise)] 4. [Corporations (incorporated enterprise)] 5. [OTHER INCORPORATED ENTERPRISES], SPECIFY: 6. [Sole proprietor (i.e. not an incorporated enterprise)] DO NOT READ 97. DON'T KNOW
MJJ_13c (MIS_BOOK_TYP3) What kind of accounts or records does the business keep? Are they...	READ 1. A complete set of written accounts for tax purposes 2. Simplified written accounts to be submitted for tax purposes 3. Simplified written accounts not for tax purposes 4. Informal records of orders, sales, purchases 5. No records are kept DO NOT READ 97. DON'T KNOW
MJJ_13d (MIS_SOCPRO_DC3) In relation to this job (do/does) (you/name) contribute to the [Pension Fund/Unemployment Insurance] on (your/his/her) behalf?	1. YES 2. NO 97. DON'T KNOW
INSTRUCTIONS MJJ_14 TO MJJ_17: QUESTIONS FOR ALL EMPLOYED, REGARDLESS OF STATUS IN EMPLOYMENT	
MJJ_14 (MJU_PLC) In what kind of place (do/does) (you/NAME) typically work, for example in an office, on the street, in your own home, in a vehicle etc?	1. AT (YOUR/NAME'S) OWN HOME 2. AT THE CLIENT'S OR EMPLOYER'S HOME 3. AT A FARM, AGRICULTURAL LAND OR FISHING SITE 4. AT A BUSINESS, OFFICE, FACTORY, FIXED PREMISE OR SITE 5. ON THE STREET OR ANOTHER PUBLIC SPACE WITHOUT A FIXED STRUCTURE 6. IN/ON A VEHICLE (WITHOUT DAILY WORK BASE) 7. DOOR-TO-DOOR 8. OTHER 97. CANNOT SAY
MJJ_15 (MJU_SIZ) How many persons including (you/NAME) work at (your/NAME) place of work?	READ ONLY IF NECESSARY 1. ONE 2. 2-4 3. 5-9 4. 10-19 5. 20-49 6. 50+
MJJ_16 (MJT_SYR) Which year did (you/NAME) start working in this business or job?	1. YEAR ____ 97. DON'T KNOW (CODE 9997) → MODULE SJJ
MJJ_17 (MJT_SMO) 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. DONT'KNOW
Module SJJ: Characteristics of Second Job	
INSTRUCTIONS ONLY FOR RESPONDENTS WHO HAD MORE THAN ONE JOB OR BUSINESS (MJJ_1 = 2) INTERVIEWER TO READ: I am now going to ask you some questions about (your/NAME's) second job or business activity.	
SJJ_1 (SJJ_OCC_TLE) In this second job, what kind of work (do/does) (you/NAME) do?	((e.g. Cattle farmer –breed, raise and sell cattle; Policeman – patrol the streets; Cook –plan and prepare meals; Primary school teacher –teach children how to read and write)) 1. OCCUPATIONAL TITLE, IF ANY _____ 2. MAIN TASKS AND DUTIES _____ 3. ISCO CODE: _____
SJJ_2 (SJJ_IND_MAC) What is the main activity of the business or place where (you/NAME) (work/works)?	((e.g.: Police Department - public safety; Restaurant - preparing and serving meals; Transport Company - long distance transport of goods)) 1. MAIN ACTIVITY _____ 2. GOODS OR SERVICES _____ 3. ISIC CODE: _____
SJJ_3 (SJJ_EMP_REL) In this second job, (do/does) (you/NAME) work...?	READ 1. As an [employee] 2. In (your/his/her) own [business activity] → SJJ_7a 3. Helping in a family or household business → WKT_1 4. As an apprentice, intern → SJJ_5 5. Helping a family member who works for someone else → WKT_1
SJJ_4 (SJD_REM_TYP) Which of the following types of pay (do/does) (you/NAME) receive for this work?	READ AND MARK ALL THAT APPLY 1. A wage or salary → SJJ_5 2. Payment by piece of work completed 3. Commissions 4. Tips 5. Fees for services provided 6. Payment with meals or accommodation 7. Payment in products DO NOT READ 8. OTHER CASH PAYMENT (Specify): _____ 9. NOT PAID
INSTRUCTIONS IF OPTION 1 WAS MARKED IN SJJ_4 THEN CONTINUE TO SJJ_5 IF OPTION 1 WAS NOT MARKED IN SJJ_4, THEN CONTINUE TO SJJ_6 SJJ_5: QUESTION ON SOCIAL CONTRIBUTION FOR EMPLOYEES RECEIVING A SALARY/WAGE	
SJJ_5 (SJD_SOCPRO1) Does (your/NAME's) employer pay contributions to the [Pension Fund/Unemployment Insurance] for (you/NAME)?	1. YES → WKT_1 2. NO → WKT_1 97. DON'T KNOW → WKT_1

INSTRUCTIONS SJJ_6: QUESTION ON SOCIAL CONTRIBUTION FOR EMPLOYEES NOT RECEIVING A SALARY/WAGE	
SJJ_6 (SJD_SOCPRO2) Does (your/NAME's) employer pay contributions to the [Pension Fund/ Health/ Unemployment Insurance] for (you/NAME)?	1. YES → WKT_1 2. NO → SJJ_8 97. DON'T KNOW → SJJ_8
INSTRUCTIONS SJJ_7a TO SJJ_7e: QUESTION TO IDENTIFY EMPLOYERS AND DEPENDENT CONTRACTORS AMONG THOSE WHO DECLARED WORKING IN OWN BUSINESS, AND TO ESTABLISH THE TYPE OF THEIR JOBS	
SJJ_7a (SJJ_REGI) Is your business registered in the [National Business Register]?	1. YES 2. NO 97. DON'T KNOW
SJJ_7b (SJJ_HIRES) (Do/Does) (you/NAME) hire any paid employees on a regular basis?	1. YES → WKT_1 2. NO
SJJ_7c (SJD_SINGLE_CLIENT) Does more than half of the income from the business/activity come from ...?	READ 1. One single client/customer → SJJ_7e 2. Multiple clients/customers DO NOT READ 3. HAVE NOT HAD ANY CLIENTS YET → WKT_1
SJJ_7d (SJD_SOURCE_CLIENT) Do (you/NAME) (get/gets) (your/his/her) customers, clients or buyers through someone else, for example from another company, intermediary or person ...?	READ 1. Yes, all of them 2. Yes, most of them 3. Yes, but only some of them → WKT_1 4. No → WKT_1
SJJ_7e (SJD_CONTROL) Does this client / company / intermediary / person ...?	. READ AND MARK ALL THAT APPLY 1. Set the price of the products or services that (you offer/ NAME offers) 2. Decide on where, when or how you should carry out your work DO NOT READ 3. NONE OF THE ABOVE
INSTRUCTIONS SJJ_8a TO SJJ_8b: QUESTION ON SOCIAL CONTRIBUTIONS FOR DEPENDENT CONTRACTORS	
SJJ_8a (SJD_SOCPRO_SELF) In relation to this job (do/does) (you/name) contribute to the [Pension Fund/Unemployment Insurance] on (your/his/her) behalf?	1. YES 2. NO 97. DON'T KNOW
SJJ_8b (SJD_REGP) Have you registered your activities in [The national tax registration for persons in employment for profit, declaring their tax on profits made]?	1. YES 2. NO 97. DON'T KNOW
Module WKT: Working time in Employment	
INSTRUCTIONS READ: Now, I would like to ask some questions about the hours that (you/NAME) (work/works), starting with (your/his/her) main job.	

WKT_1 (WKT_MJ_USHRS) How many hours (do/does) (you/NAME) usually work per week in (your/his/her) main job?	1. HOURS PER WEEK ____ → WKT_4 2. DON'T KNOW (CODE 997)
WKT_2 (WKT_MJ_USDAY) How many days per week (do/does) (you/NAME) usually work in (your/his/her) main job?	1. NUMBER OF DAYS ____ 2. DON'T KNOW (CODE 997) → WKT_7
WKT_3 (WKT_MJ_USHRDY) And how many hours per day (do/does) (you/NAME) usually work in (your/his/her) main job?	1. HOURS PER DAY ____ 2. DON'T KNOW (CODE 997) → WKT_7
WKT_4 (WKT_MJ_SAMEHRS) In total, last week did (you/NAME) work the same hours as usual in (your/his/her) main job?	1. YES → WKT_8 2. NO
WKT_7 (WKT_MJ_ACTHRS) How many hours did (you/NAME) work in total in (your/his/her) main job last week?	1. NUMBER OF HOURS ____ (997 FOR DON'T KNOW)
INSTRUCTIONS IF THE RESPONDNET HAD MORE THAN ONE JOB (MJJ_1=2) THEN GO TO WKT_8, OTHERWISE GO TO WKT_14a	
WKT_8 (WKT_SJ_USHRS) How many hours (do/does) (you/NAME) usually work per week in (your/his/her) second job?	1. HOURS PER WEEK ____ → WKT_9 2. DON'T KNOW (CODE 997) → WKT_10
WKT_9 (WKT_SJ_SAMEHRS) Is that the number of hours (you/NAME) worked last week in (your/his/her) second job?	1. YES → WKT_11 2. NO
WKT_10 (WKT_SJ_ACTHRS) How many hours did (you/NAME) work last week in (your/his/her) second job?	1. NUMBER OF HOURS ____ (997 FOR DON'T KNOW)
WKT_11 (WKT_OJBS) Did (you/NAME) have any other jobs last week?	1. YES 2. NO → WKT_14a
WKT_12 (WKT_OJ_USHRS) How many hours (do/does) (you/NAME) usually work per week in (your/his/her) other job(s)?	1. HOURS PER WEEK ____ → WKT_13 97. DON'T KNOW (CODE 997) → WKT_14
WKT_13 (WKT_OJ_SAMEHRS) Is that the number of hours (you/NAME) worked last week in (your/his/her) other job(s)?	1. YES → WKT_14a 2. NO
WKT_14 (WKT_OJ_ACTHRS) How many hours did (you/NAME) work last week in (your/his/her) other job(s)?	1. NUMBER OF HOURS ____ (997 FOR DON'T KNOW)
INSTRUCTIONS INTERVIEWER, FOR RESPONDENTS WITH MORE THAN ONE JOB NOW CALCULATE TWO TOTALS: 1. TOTAL HOURS USUALLY WORKED IN ALL JOBS 2. TOTAL HOURS ACTUALLY WORKED IN ALL JOBS CONFIRM THESE TOTALS WITH THE RESPONDENT. IF THE RESPONDENT CONFIRMS THE TOTALS ENTER THEM BELOW. IF	

THE RESPONDENT DOES NOT AGREE WITH THE TOTALS, ASK THEM FOR THE CORRECT TOTALS AND ENTER THEM BELOW. THEN CONTINUE WITH QUESTION WKT_15.	
WKT_14a (WKT_USHRSTOT). TOTAL HOURS USUALLY WORKED (IN ALL JOBS) ____	
WKT_14b (WKT_ACHRSTOT). TOTAL HOURS ACTUALLY WORKED (IN ALL JOBS) ____	
WKT_15 (WKT_SRH_OJB) During the last four weeks, that is from [DATE] up to [last DAY/yesterday] did (you/NAME) look for additional or other paid work?	1. YES 2. NO
INSTRUCTIONS ASK QUESTION WKT_16 ONLY IF WKT_14a<40. IF WKT_14a>=40 THEN GO TO WKT_19.	
WKT_16 (WKT_WNT_MRH) Would (you/NAME) want to work more hours per week than usually worked, provided the extra hours are paid?	1. YES 2. NO → WKT_19
WKT_17 (WKT_AVL_MRH) Could (you/NAME) start working more hours within the next two weeks?	1. YES 2. NO → WKT_19
WKT_18 (WKT_NUM_MRH) How many additional hours per week could (you/NAME) work?	1. ADDITIONAL HOURS PER WEEK ____ (997 FOR DON'T KNOW)
INSTRUCTIONS WKT_19 TO WKT_20: QUESTIONS FOR ALL EMPLOYED ON INADEQUATE EMPLOYMENT SITUATIONS	
WKT_19 (WKT_INAD) (Do/Does) (you/NAME) want to change (your/his/her) current employment situation?	1. YES 2. NO → OPA_CHK
WKT_20 (WKT_INAD_RES) What is the main reason why (you/NAME) (want/wants) to change (your/his/her) employment situation?	1. PRESENT JOB(S) IS/ARE TEMPORARY 2. TO HAVE A BETTER PAID JOB 3. TO HAVE MORE CLIENTS/BUSINESS 4. TO WORK MORE HOURS 5. TO WORK FEWER HOURS 6. TO BETTER MATCH SKILLS 7. TO WORK CLOSER TO HOME 8. TO IMPROVE OTHER WORKING CONDITIONS 9. OTHER (SPECIFY): _____
Module OPA: Own use production of agriculture goods among Employed persons	
INSTRUCTIONS INTERVIEWER TO READ: The next questions are about activities that (you/NAME) may have done, without pay, to produce food mainly for consumption by the household or family.	
OPA_1 (OPA_HCROP) Last week, from [DAY] up to [DAY], did (you/NAME) plant, maintain or harvest any crops, vegetables or fruits?	1. YES 2. NO → OPA_5
OPA_2 (OPA_HPROD) What are the main crops, vegetables or fruits that (you/NAME) (were/was) working on mainly for consumption by your household or family?	For example: [corn, rice, tomatoes, ...] 1. MAIN CROPS _____ 2. ISIC CODE: ____

OPA_3 (OPC_HDAY) On how many days did (you/NAME) do this work last week?	1. NUMBER OF DAYS ____
OPA_4 (OPC_HHRS) How many hours per day did (you/NAME) spend doing this last week?	1. HOURS PER DAY ____ (97 FOR DON'T KNOW)
OPA_5 (OPF_HFOOD) Last week, from [DAY] up to [DAY], did (you/NAME) ...?	READ AND MARK ALL THAT APPLY 1. Raise or tend farm animals such as [sheep, goats, chicken...] 2. Go fishing or collecting shellfish 3. Gather wild food such as [mushrooms, berries, herbs...] 4. Go hunting for [bush meat...] 5. Prepare preserved food or drinks for storage such as [flour, dried fish, butter, cheese, ...] DO NOT READ 6. NONE OF THE ABOVE → OPG_7
OPA_6 (OPF_HDAY) On how many days did (you/NAME) do this work last week?	1. NUMBER OF DAYS ____
OPA_7 (OPF_HHRS) How many hours per day did (you/NAME) spend doing this last week?	1. HOURS PER DAY ____ (97 FOR DON'T KNOW) → OPG_7
Module SRH: Job search and availability	
SRH_1 (SRH_JOB) During the last four weeks, that is from [DATE] up to [last DAY/yesterday] did (you/NAME) do anything to find a paid job?	1. YES → SRH_3 2. NO
SRH_2 (SRH_BUS) Or did (you/NAME) try to start a business?	1. YES 2. NO → SRH_7
SRH_3 (SRH_MTD) What did (you/NAME) mainly do in the last four weeks to (find a paid job/start a business)?	1. APPLY TO PROSPECTIVE EMPLOYERS → SRH_6 2. PLACE OR ANSWER JOB ADVERTISEMENTS → SRH_6 3. STUDY OR READ JOB ADVERTISEMENTS 4. POST/UPDATE RESUME ON PROFESSIONAL/SOCIAL NETWORKING SITES ONLINE → SRH_6 5. REGISTER WITH (PUBLIC EMPLOYMENT CENTRE) → SRH_6 6. REGISTER WITH A PRIVATE EMPLOYMENT CENTRE/AGENCY → SRH_6 7. TAKE A TEST OR INTERVIEW → SRH_6 8. SEEK HELP FROM RELATIVES, FRIENDS, OTHERS → SRH_6 9. CHECK AT FACTORIES, WORK SITES → SRH_6 10. WAIT ON THE STREET TO BE RECRUITED → SRH_6 11. SEEK FINANCIAL HELP TO START A BUSINESS → SRH_6 12. LOOK FOR LAND, BUILDING, EQUIPMENT, MATERIALS TO START A BUSINESS → SRH_6 13. APPLY FOR A PERMIT OR LICENSE TO START A BUSINESS → SRH_6 14. OTHER (SPECIFY): _____ → SRH_6
SRH_4 (SRH_ACT) In addition to reading job advertisements, did (you/NAME) do anything else in the last four weeks to (find a paid job/start a business)?	1. YES 2. NO → SRH_6

SRH_5 (SRH_OTH) What else did (you/NAME) do?	1. APPLY TO PROSPECTIVE EMPLOYERS 2. PLACE OR ANSWER JOB ADVERTISEMENTS 3. POST/UPDATE RESUME ON PROFESSIONAL/SOCIAL NETWORKING SITES 4. REGISTER WITH (PUBLIC EMPLOYMENT CENTRE) 5. REGISTER WITH A PRIVATE EMPLOYMENT CENTRE/AGENCY 6. TAKE A TEST OR INTERVIEW 7. SEEK HELP FROM RELATIVES, FRIENDS, OTHERS 8. CHECK AT FACTORIES, WORK SITES 9. WAIT ON THE STREET TO BE RECRUITED 10. SEEK FINANCIAL HELP TO START A BUSINESS 11. LOOK FOR LAND, BUILDING, EQUIPMENT, MATERIALS TO START A BUSINESS 12. APPLY FOR A PERMIT OR LICENSE TO START A BUSINESS 13. OTHER (SPECIFY): _____
SRH_6 (SRH_DUR) For how long (has/have) (you/NAME) been without work and trying to find a paid job or start a business?	1. LESS THAN 1 MONTH → SRH_11b 2. ONE MONTH TO < 3 MONTHS → SRH_11b 3. THREE MONTHS TO < 6 MONTHS → SRH_11b 4. SIX MONTHS TO < 12 MONTHS → SRH_11b 5. ONE YEAR TO < 2 YEARS → SRH_11b 6. TWO YEARS OR MORE → SRH_11b
SRH_7 (SRH_YER) At any time in the last 12 months, that is since [MONTH] up to last month, did (you/NAME) look for a paid job or try to start a business?	1. YES 2. NO
SRH_8 (SRH_DES) At present (do/does) (you/NAME) want to work?	1. YES 2. NO → SRH_14
SRH_9 (SRH_DWY) What is the main reason why (you/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 → SRH_11b 2. AWAITING RECALL FROM A PREVIOUS JOB → SRH_11b 3. WAITING FOR THE SEASON TO START → SRH_11b 4. WAITING TO START NEW JOB OR BUSINESS 5. TIRED OF LOOKING FOR JOBS, NO JOBS IN AREA → SRH_11b 6. NO JOBS MATCHING SKILLS, LACKS EXPERIENCE → SRH_11b 7. CONSIDERED TOO YOUNG/OLD BY EMPLOYERS → SRH_11b 8. IN STUDIES, TRAINING → SRH_11b 9. FAMILY / HOUSEHOLD RESPONSIBILITIES → SRH_11b 10. IN AGRICULTURE / FISHING FOR FAMILY USE → SRH_11b 11. OWN DISABILITY, INJURY, ILLNESS → SRH_11b 12. RETIRED, PENSIONER, OTHER SOURCES OF INCOME → SRH_11b 13. OTHER (SPECIFY): _____ → SRH_11b
SRH_10 (SRH_FTR) How soon (do/does) (you/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
SRH_11 (SRH_FAN) If it depended on you, could (you/NAME) have started working last week?	1. YES → OPG_1 2. NO → SRH_12
SRH_11b (SRH_AVN) If a job or business opportunity had been available, could (you/NAME) have started working last week?	1. YES → OPG_1 2. NO

SRH_12 (SRH_AVL) Or, could (you/NAME) start working within the next two weeks?	1. YES → OPG_1 2. NO
SRH_13 (SRH_NAR) Why is that?	1. AWAITING RECALL FROM A PREVIOUS JOB → OPG_1 2. WAITING FOR THE SEASON TO START → OPG_1 3. IN STUDIES, TRAINING → OPG_1 4. FAMILY / HOUSEHOLD RESPONSIBILITIES → OPG_1 5. IN AGRICULTURE / FISHING FOR FAMILY USE → OPG_1 6. RETIRED, PENSIONER → OPG_1 7. OWN DISABILITY, INJURY, ILLNESS → OPG_1
SRH_14 (SRH_MAC) Which of the following best describes what (you/NAME) (are/is) mainly doing at present?	READ 1. Studying or training 2. Engaged in household or family responsibilities 3. Farming or fishing to produce food for the family 4. Retired or pensioner 5. With a long term illness, injury or disability 6. Doing volunteering, community or charity work 7. Engaged in cultural or leisure activities DO NOT READ 8. OTHER (SPECIFY): _____
Module OPG: Own use production of other goods	
INSTRUCTIONS READ: In addition to what you have told me, last week, from [DAY] up to [DAY], did (you/NAME) do any of the following activities to produce food mainly for consumption by the household or family...?	
OPG_1 (OPF_HFOOD) Last week, from [DAY] up to [DAY], did (you/NAME) ...?	READ AND MARK ALL THAT APPLY 1. Gather wild food such as [mushrooms, berries, herbs...] 2. Go hunting for [bush meat...] 3. Prepare preserved food or drinks for storage such as [flour, dried fish, butter, cheese, ...] DO NOT READ 4. NONE OF THE ABOVE → OPG_7
OPG_2 (OPF_HDAY) On how many days did (you/NAME) do this work last week?	1. NUMBER OF DAYS ____
OPG_3 (OPF_HHRS) How many hours per day did (you/NAME) spend doing this last week?	1. HOURS PER DAY ____ (97 FOR DON'T KNOW)
OPG_7 (BLD_OPG) Last week, did (you/NAME) do any construction work to build, renovate or extend the family home or help a family member with similar work?	1. YES 2. NO → OPG_9
OPG_8 (BLD_OPG_HRS) How many hours did (you/NAME) spend doing this last week?	1. HOURS LAST WEEK ____ (997 FOR DON'T KNOW)
OPG_9 (MNF_OPG) Last week, did (you/NAME) spend any time making goods for use by your household or family such as [mats, baskets, furniture, clothing,...]?]	1. YES 2. NO → OPG_11

OPG_10 (MNF_OPG_HRS) How many hours did (you/NAME) spend doing this last week?	1. HOURS LAST WEEK ____ (997 FOR DON'T KNOW)
OPG_11 (WTR_OPG) Last week, did (you/NAME) fetch water from natural or public sources for use by your household or family?	1. YES 2. NO → OPG_13
OPG_12 (WTR_OPG_HRS) How many hours did (you/NAME) spend doing this last week?	1. HOURS LAST WEEK ____ (997 FOR DON'T KNOW)
OPG_13 (FIR_OPG) Last week, did (you/NAME) collect any firewood [or other natural products] for use as fuel by your household or family?	1. YES 2. NO → ETM_1
OPG_14 (FIR_OPG_HRS) How many hours did (you/NAME) spend doing this last week?	1. HOURS LAST WEEK ____ (997 FOR DON'T KNOW)
Module ETM: End of Personal Interview	
ETM_1 (ETM_STOP) INTERVIEWER RECORD THE END TIME OF THE PERSONAL INTERVIEW	1. HH:MM __:__