Individual survey in Tanzania on lifelong learning

International Labor Organization

Survey Questionnaire

Section A: Consent and Introduction

Q. No.	Questions	Directions	Answers
A01	Hello [INSERT GREETING], my name is #Agent#, and I am calling from Digicel on behalf of the United Nations International Labor Organization. Currently, ILO is conducting a survey to understand Lifelong Learning and Skills Dynamics. Sir/ma'am, your information will help us understand the need of useful learning activities in your community. You will receive $5 TOP-UP of communication credit as an incentive for the participation of the survey. Your answers are confidential.		
A02	Are you willing to participate in our survey?	If the answer is "no" then the interview will end there.	Yes No Yes, Later

Section B: Screening and Demography

Q. No.	Questions	Directions	Answers
B01	Name of the respondent		
BO2	In Order to complete the survey in the least amount of time we would need to understand your preferred language to complete the survey. Are you ok with proceeding with this survey in?		English Fijian
B03	Age		
B04	Sex		1 Male 2 Female
B05	Religion		1 Christian 2 Islam 3 Hindu 4 Buddhism 5 Others (Please specify) 6 No Answer
B06	Town/city		
B07	Household Size		Extact Number
B08	Date of birth		
B09	Relationship with household head		1 Head 2 Husband/Wife 3 Son/Daughter 4 Mother/Father/In-Law 5 Brother/Sister 6 Domestic Worker 7 Other Relatives 8 Non Relative

Section C: General Education

Q. No.	Questions	Directions	Answers
C01	Can you read and write in any languages?	Select one Yes Or No	1 Fijian only 2 English only 3 English and Fijian 4 Other language (Please specify) 5 Cannot
C02	Have you ever attended or are you currently attending school? If they answered attending or completed, then go to C03	Select from the list (Select one)	1 Yes, currently attending 2 Yes, attended in the past 3 Dropped out 3 No, never attended
C03	What is the highest grade that you have completed?		0 Pre School 1 Year 1 (Age 6) 2 Year 2 (Age 7) 3 Year 3 (Age 8) 4 Year 4 (Age 9) 5 Year 5 (Age 10) 6 Year 6 (Age 11) 7 Year 7 (Age 12) 8 Year 8 (Age 13) 9 Year 9 (Age 14) 10 Year 10 (Age 15) 11 Year 11 (Age 16) 12 Year 12 (Age 17) 13 Year 13 (Age 18) 14 TVET – Trade Courses

			Vocational Training 15 Certificate 1 (Year 10 Level) 16 Certificate 2 (Year 11 Level) 17 Certificate 3 (Year 12 level) 18 Certificate 4 (Age 18) 19 Diploma 20 Bachelor's Degree 21 Post Grade 22 Master's degree 23 PhD
C04	What was your area of study?		1 General programmes 2 Teacher training and education science 3 Humanities, languages and arts 4 Social sciences, business and law 5 Science, mathematics and computing 6 Engineering, manufacturing and construction 7 Agriculture and veterinary 8 Health and welfare 9 Services

Section D: Vocational Education and Training (TVET)

Q. No.	Questions	Directions	Answers
D01	Have you ever attended any technical or vocational education and training in an institution leading to a qualification?	If yes then go to D02	1 Yes 2 No 3 Yes currently attending
D02	What type of vocational education and training did you receive or are you currently receiving? (Record separately each activity if multiple TVET)		1 Mechanical / civil engineering 2 Electrical and electronic engineering 3 Computer 4 Sewing 5 Catering, hotel and restaurant 6 Craftsman/handicraft and Carpentry work 7 Creative arts/artists/photography 8 Agriculture crop production and preservation 9 Non-crop agricultural activities 10 Health and Caregiving services 11 Office management 12 Driving and motor mechanic 13 Beautician & hairdressing 14 Tourism 15 Journalism, mass

			communication 16 Printing 17 Construction related works 18 Joinery 19 Welding 20 Poultry 21 Plumbing / Pipe Fitting 2Other **(Every option here will have a text box to write the Specific Name of the course)**
D03	How long did you attend?		1 less than 6 months 2 more than 6 months less 1 year 3 more than 1 less 2 years 4 more than 2 years
D04	At what level?		1 Certificate Level 1 (Year 10 Level Age 16) 2 Certificate level 2 (Year 11 Level Age 17) 3 Stage 3 Certificate 3 (Age 18) Certificate 4 (Age 19) 4 Not applicable 5 Other- specify
D05	Did you complete this vocational education and training qualification?		1 Yes 2 No

D06	While studying for this qualification, were you employed at any time, either full-time or part-time?		1 Yes 2 No
D07	How useful has been this qualification)		1 Not useful at all 2 Somewhat useful *3* Moderately useful *4* Very useful
D08	In which way the vocational education and training was useful? (this should refer to the qualification in D01)		1 It allowed you to enter into or progress in a specific career 2 It allowed you to gain a qualification 3 It allowed you to develop work-related skills 4 It allowed you to develop your skills for a promotion at work 5 It allowed you to develop skills to adapt to changes in your job 6 You did it because your employer said you had to do a training 7 Other – Specify _____

Section E: Labor Activity

Q. No.	Questions	Directions	Answers
E01	During the last 7 days, did you do any work for someone else for a wage, salary, commission, tips or any other pay, for one or more hour?		1 Yes 2 No
E02	During the last 7 days, did you run or do any kind of business, farming or other activity to generate income/ profitfor one or more hours?		1 Yes 2 No
E03	During the last 7 days, did you help unpaid in a business owned by a household member, even if only for one or more hours?		1 Yes 2 No
E04	In the last 7 days , did you work for at least 1 (one) hour to produce goods and services in agriculture or fishing for your own household?		1 Yes 2 No
E05	During last 7 days, did you have a paid job or a business from which you were on temporary absence and to which you expect to return? (Reason for absence could be sick leave, maternity leave, paid leave or bereavement leave)		1 Yes 2 No
E06	Do you continue receiving an income from your job during this absence?		1 Yes 2 No
For Those Who Worked (employed if yes to at least one of E01 -E04, otherwise yes to E05 AND E06)			
E07	During the last 7 days did you have more than one job income generating activity?		1 No, only one job 2 Yes, more than one job
E08	Is the work you did last week full-time or part-time?		1 Full-time 2 Part-time 3 Both

E09	In your main job/business what kind of work do you usually do?		1 - Managers 2 - Professionals 3 - Technicians and Associate Professionals 4 - Clerical Support Workers 5 - Service and Sales Workers 6 - Skilled Agricultural, Forestry and Fishery Workers 7 - Craft and Related Trades Workers 8 - Plant and Machine Operators, and Assemblers 9 - Elementary Occupations 0 - Armed Forces Occupations
E10	What is the main activity of the place or business where you work?		A - Agriculture, forestry and fishing B - Mining and quarrying C – Manufacturing D - Electricity, gas, steam and Air conditioning Supply E - Water Supply; Sewerage; Waste Management and remediation activities F – Construction G - Wholesale and retail trade; repair of motor vehicles and motorcycles H - Transportation and storage including postal and courier I - Accommodation and food services activities J - Information and Communication K - Financial and Insurance Activities

			L - Real estate activities M - Professional, scientific and technical activities N - Administrative and Support Service Activities O - Public administration and defense; compulsory social security P – Education Q - Human health and social work activities R - Arts, entertainment and recreation S - Other service activities T - Activities of households as employers; undifferentiated goods and services producing activities of households for own use U - Activities of extraterritorial organizations and bodies
E11	In this job do you work as …?		**(Working for someone else for pay)** 1 A paid employee 2 Paid apprentice/intern 3 Day Laborer 4 Domestic Worker **(Working as an)** 5 Working as an Employer (with regular employees) 6 Own-account worker (without regular employees in own business activity, in own agriculture activity)" 7 Helping without pay in a family or household business 8 Member of producers' cooperatives

E12	What is the form of your work contract		1 Written contract 2 Oral contract 3 No contract 4 Own work/Owner 5 Don't know
E13	What is the type of your contract?		1 Permanent contract 2 Temporary Contract: Specific task contract 3 Temporary Contract: Fixed time contract 4 Temporary Contract: Casual 5 Seasonal worker
E14	Do you/ Does your employer pay contributions to FNPF or Fiji National Provi?		1 Yes 2 No
E15	What is the type of ownership of the business / farm / firm where you work?		1 Government 2 Local Government 3 Parastatal organization 4 Private business (non-farm) 5 Registered partnership or cooperative 6 Household(s) 7 Agricultural farm 8 An NGO, non-profit institution, relious organization, political party 9 International organization or a foreign embassy 10W Other (specify): _____
E16	Is your business/firm/farm registered and has a license from any Government authority? (ex: Fiji Revenue and Customs Authority)		1 Yes 2 In the process of being registered 3 No 4 Don't Know
E17	How many persons, including yourself, work at the		1 Less than 5

	business/ firm farm/ where you work?		2 6-10 3 11 to 24 4 25 to 49 5 51 to 100 6 101 to 250 7 More than 250
E18	In what type of place do you usually work?		1 Inside house 2 In front of the house 3 Factory, office, workshop, shop 4 Farm, agricultural plot, river etc 5 Workplace of employer/client 6 Construction site 7 Road side stall 8 Mobile/ Without fixed location 9 Other (specify): _____
E19	How much money did you earn in the last month in cash?	Number (approximately)	
E20	How much money did you earn in the last month in kind?	Number (convert in kind payments into monetary value)	
E21	How many hours did you work each day during the the last 7 days , in your main economic activity?	Hours	
For those who did not work			
E22	During the last4 weeks, did you do anything to find a paid job?		1 Yes 2 No

E23	Or did you try/arranged to start a business during the last 4 weeks?		1 Yes 2 No
E24	How long have you been looking for work	It will appear to every respondent. If the person has not been looking for a job the response will be 0.	Months top coded at 12 More than one year More than two years
E25	If a job or business opportunity became available would start working within the next 2 weeks?		1 Yes 2 No
E26	Do you believe you need training to improve your employment prospects or develop a new activity?	If the response to E26 is 2 No, then question E27 cannot be asked.	1 Yes 2 No
E27	What kind of training do you believe you need?		1 Initial technical training in an institution to learn an occupation 2 An apprenticeship 3 An internship 4 Short training to learn new technical skills 5 Short training in communication, collaboration, teamwork, negotiation 6 Short training in Digital/computer skills 7 Short training in Basic skills training (reading/writing/math) 8 Short training in Self-organisation and

			management 9 Short training in Creative, strategic thinking and problem solving 10 Short training in Career management 11 Short training in Knowledge management 12 Short training in Environmental skills (waste, water, energy) 13 Short training in Personal development/mindfulness 14 Other _____

Section F: Work-based learning and continuous training (Except questions F12, and F16 to F20, this section apply to all; F12, F16, F20 will apply to employed)

Q. No.	Questions	Directions	Answers
F01	In the past 36 months, have you participated in any training course or other learning activities, such as organized work-related training or private skills training (not part of the formal educational system)? (*Other than TVET in D01*)		1 Yes 2 No
F02	If Yes in F01: When was the most recent training that you participated in?		1 in less than one year 2 more than one year but less than 3 years 3 more than 3 years
F03	If Yes in F01: How many of these training courses have you completed during the last 13years?		Number
F04	*I am now going to ask about this training course. (record responses for each course completed in the last 3 years)* What was the content of the training programs? (multiple answers possible) *(record responses for each course completed in the last 3 years separately)*	Multiple Answer	• Workplace orientation • Occupation-specific training • Communication, collaboration, teamwork, negotiation • Digital/computer skills • Basic skills training (reading/writting/math) • Self-organisation and management • Creative, strategic thinking and problem solving • Career management • Knowledge management • Environmental skills (waste, water, energy) • Personal development/mindfulness • Other _____

F05	How many hours was this training	Hours Days Months Years	
F06	Where did this training take place? (multiple answers possible)	Multiple Answer	• In the workplace with co-workers • In the workplace individual learning • Outside the workplace in training institution • Online course (At home or elsewhere) • Other method of study (At home or elsewhere) • Other_Specify_____
F07	Who provided this training?		1 Public training agency 2 Inhouse by establishment 3 Private training firm 4 Online training firm (ex -Coursera) 5 NGO 6 Other _____
F08	Who paid for the training?		1 Employer 2 Worker 3 Self (own-account workers) 3 Shared (Government and Self) 4 Shared (Employer and Self) 6 Government 7 Other _____

F09	Did you receive benefit from any of the incentives		1 Unpaid training leave 2 Paid training leave 3 Grant, subsidies 4 Tax incentives 5 Other _____
F10	In which way it was useful?		1 It allowed you to enter into or progress in a specific career 2 It allowed you to gain a certificate 3 It allowed you to develop work-related skills 4 It allowed you to develop your skillsfor a promotion at work 5 It allowed you to develop skills to adapt to changes in your job 6 You did it beacause your employer said you had to do a training 7 Other _____
F11	Did this course provide some kind of certificate?		1 Government certificate 2 Provider certificate 3 Professional/Industry Certificate 4 Other certificate 5 No certificate
F12.a	**(For those who had a learning activity)** Do you feel you need further training to do your job better?		1 Yes 2 No
F12.b	**(For those who did not have any learning activity)** Do you think you need any training to do your job better?	If F01 is No, then this question will appear	1 Yes 2 No

F13	What kind of training do you believe you require?		1 Workplace orientation 2 Occupation-specific training 3 Communication, collaboration, teamwork, negotiation 4 Digital/computer skills 5 Basic skills training (reading/writting/math) 6 Self-organisation and management 7 Creative, strategic thinking and problem solving 8 Career management 9 Knowledge management 10 Environmental skills (waste, water, energy) 11 Personal development/mindfulness 12 Other _____
F14	Do you believe that you have adequate access to the training that you require to fulfil your needs and meet your career targets?		1 Yes 2 No
F15	What factors do you believe are limiting your access/participation in training? – multiple responses possible	Multiple Answer	• Financial barriers • Absence of relevant training offer • Absence of or inadequate infrastructure • I do not have the entry requirements (educational requirement, literacy, digital, mathematics skills etc.) • Low knowledge of learning options • Absence of adequate equipment to carry out learning • Inadequate or unsafe transportation and support infrastructure • Available courses are in occupations/skills not suitable for

			women/men (if respondent is woman/man) • Social norms prevent me from participating (if respondent is woman/man) • Burden of unpaid care duties • Health reasons • The course is not accessible for people with disabilities • Lack of time • Timing of the course not suitable • 13 Other _____
F16	In your workplace, in addition to the organized activities, how do you normally acquire knowledge or learn new skills for work? (This should be understood as different from D01 and F01)		1 Learning- by-doing/experiential learning. 2 Learning from supervisors 3 Learning from colleagues 4 N.A 5 Other
F17	How often do you learn by doing?		1 Never 2 Less than once a month 3 Less than once a week but at least once a month 4 At least once a week but not every day 5 Every day
F18	How often do you learn from supervisors and colleagues? (Record separately if they learn both from supervisors and co-workers)		1 Never 2 Less than once a month 3 Less than once a week but at least once a month 4 At least once a week but not every day 5 Every day

F19	How often do you learn from colleagues?		1 Never 2 Less than once a month 3 Less than once a week but at least once a month 4 At least once a week but not every day 5 Every day
F20	In your workplace, would you say that the things you learn from supervisors or co-workers are general or specific to the firm you work in?		1 Mostly general 2 Mostly firm-specific 3 Both
F21	Do you think your workplace offers the learning opportunities you need/aspire to have?		1 Yes 2 No
F22	In the last 36 months did you receive support from your manager or the human resources department to plan your career or make choices for your skills development (e.g. to acquire new skills, perform new roles, have more responsibility)?		1 No 2 Yes, in less than 1 year 3 Yes, morethan 1 year but less than 3 years

Section G: Apprenticeships and internship (Ask those working and not working)

Q. No.	Questions	Directions	Answers
G01	Are you currently in an apprenticeship?		1 Yes 2 No
G02	For how many hours did you perform this activity (apprenticeship) during the last week?	Hours	
G03	Have you ever been an apprentice?		1 Yes at the firm I currently work for. 2 Yes at another firm. 3 No
G04	Did you complete this past apprenticeship?		1 Yes 2 No
G05	When did you complete this apprenticeship?		Year
G06	What was/will be the total duration of this apprenticeship?	Days Months Years	
G07	In which way the apprenticeship is/was useful?		1 Finding a job 2 Workplace integration 3 Achieving better salary/position 4 Helping me perform my occupation well 5 Communication, collaboration, teamwork, negotiation 6 Digital/computer skills 7 Basic skills training (reading/writting/math)

			8 Self-organisation and management 9 Creative, strategic thinking and problem solving 10 Career management 11 Knowledge management 12 Environmental skills (waste, water, energy) 13 Personal development/mindfulness 14 Other _____
G08	Did you or are you receiving any payment for this specific activity (in cash or in kind)?		1 Yes 2 No
G09	Did/do you have a written apprenticeship agreement?		1 Yes 2 No
G10	Were you already working for the employer where you started your apprenticeship?		1 Yes 2 No
G11	As part of your apprenticeship, did/do you train at an educational/training institution or an external provider?		1 Yes 2 No
G12	Are you working or have the perspective of working for the employer where you do/did your apprenticeship		1 Yes 2 No
G13	Are you currently in an internship?		1 Yes 2 No
G14	For how many hours did you perform this activity (internship) during the last week?	Hours	
G15	Have you ever been an intern?		1 Yes at the firm I currently

			work for. 2 Yes at another firm. 3 No
G16	Did you complete this internship?		1 Yes 2 No
G17	When did you complete this internship?		Year
G18	What was/will be the total duration of this internship?	Days Months Years	
G19	In which way the internship is/was useful?		1 Finding a job 2 Workplace integration 3 Achieving better salary/position 4 Helping me perform my occupation well 5 Communication, collaboration, teamwork, negotiation 6 Digital/computer skills 7 Basic skills training (reading/writting/math) 8 Self-organisation and management 9 Creative, strategic thinking and problem solving 10 Career management 11 Knowledge management 12 Environmental skills (waste, water, energy)

			13 Personal development/mindfulness 14 Other _____
G20	Did you or are you receiving any payment for this specific activity (in cash or in kind)?		1 Yes 2 No
G21	Did/do you have a written internship agreement?		1 Yes 2 No
G22	Are you working or have the perspective of working for the employer where you do/did your internship		1 Yes 2 No