

STATE COMMITTEE OF SCIENCE OF THE MES OF THE RA
RUSSIAN-ARMENIAN (SLAVONIC) UNIVERSITY

**“A Three–Year (2015–2017) Monitoring of External Migration Situation in
Armenia through Sample Survey” Program**

INSTRUCTIONS-GUIDELINES FOR GROUP LEADERS AND INTERVIEWERS

Field Work in 2017

	CONTENT	Էջ
	The list of the abbreviations used in the INSTRUCTIONS-GUIDELINES and other instruments of the study	2
1.	Preparation works	2
2.	The main instruments and compulsory clauses	4
3.	Special instructions for conducting the interview and filling out the survey questionnaire	7
3.1.	TITLE PAGE	7
3.2.	SECTION 1. WELFARE AND REMITTANCES	7
3.3.	SECTION 2. SOCIO-DEMOGRAPHIC AND ECONOMIC CHARACTERISTICS OF HH MEMBERS	8
3.4.	SECTION 3. THE SCHEDULE OF MIGRATION DEPARTURES AND ARRIVALS FROM THE GIVEN SETTLEMENT OF THE PRESENT AND ABSENT HH MEMBERS SINCE 2014	11
3.5.	SECTION 4. RETURNEES FROM ABROAD	12
3.6.	SECTION 5. THOSE WHO ARE ABROAD	13
4.	Post-survey works	13
5.	Feedback	14
	APPENDIX 1. Sample summary of the address list of the HH included in the main and the reserve samples and the monitoring results	15
	APPENDIX 2. Information letter to a HH	17

APPENDIX 3. Annex to the Section 3 (Sample)	18
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The list of the abbreviations used in the INSTRUCTIONS-GUIDELINES and other instruments of the study

RA	Republic of Armenia
HH	Household
GL	Group Leader
IV	Interviewer
USA	United States of America
RF	Russian Federation
s/n	Serial number
HEI	Higher education institution
S	Section (if there are numbers written next to it, the first one is related to a section, and the second one is the number of a question in the section)
SQ	Survey questionnaire
ID	Identification code
Apt.	Apartment
RC	Result code
NL	The number of those who left Armenia for abroad in 2014-2017

1. Preparation works

- 1.1.** Before starting to survey a given cluster, the group leader hands out to each interviewer:
-  address list of the sampled HHs in a given cluster,¹ on which the HH included in the main and reserve samples and that are to be monitored are mentioned;
 -  copies of an information letter addressed to the HHs;²
 -  copies of survey questionnaires for returned migrants and those who are abroad enough for surveying the HHs included in the main sample and their neighbors.
- 1.2.** At the beginning, only the HHs of the main sample are surveyed, and only when all of them are surveyed and the group leader is informed about it, the HHs included in the reserve sample are surveyed instead of the non-surveyed HHs included in the main sample.

¹See Appendix 1.

²See Appendix 2.

- 1.3. The replacement is done so that settlement structure of the HHs included in the main sample within the territory of a given cluster remain as intact as possible (the HHs in the reserve sample are chosen so that they will be living as close as possible to the HHs they are replacing).
- 1.4. When the interviewer visits a sampled HH, firstly, he/she finds out whether it is available for the survey or not.
- 1.5. If any of the most informed adult members of the HH is available, the interviewer introduces himself and then proceeds with presentation of the goal, issues and relevance of the study, as they are formulated in the information letter addressed to HHs.³ He/she especially emphasizes that *the survey is anonymous; confidentiality of the data is guaranteed by law, and it will be used only to provide overall assessment of migration situation in Armenia*. Then, the interviewer asks whether the HH member is willing to participate in the survey.
- 1.6. If the HH member is available and willing to participate, the survey begins. When the interviewer is done with the survey, he/she writes the code for “survey completed” in the “Result code” cell on the line of the HH in the address list of the sampled HHs.⁴
- 1.7. If the HH member is willing, but not available to participate in the survey at that moment, he/she agrees with the interviewer on a convenient time to meet. If it is not beyond the monitoring timeframe,⁵ the survey questionnaire is completed during the second visit,⁶ and the interviewer makes the record mentioned above on the line of the HH.
- 1.8. If the time convenient for the HH member is beyond the monitoring timeframe, the code for “unavailable during the monitoring” is put in the “Monitoring result” cell on the line of the respective HH in the list of the sampled HHs. The HH is replaced by a HH included in the reserve sample.
- 1.9. If the whole HH or its well-informed adult members are not available at the first visit, the interviewer finds out why they are unavailable and whether they will be available during the monitoring period by asking neighbors or present minor family members.
- 1.10. If it turns out that the well-informed adult members of the HH mentioned above will be available during the monitoring period, the interviewer finds out the time and during the second visit conducts the survey and makes the respective records.
- 1.11. If the HH or its well-informed adult members are not available during the whole monitoring period and in the cases of definite refusal to participate in the survey, the

³The copy of the letter can be given to the HH upon the request of the interviewee.

⁴See Appendix 1.

⁵In the dwelling place of the interviewer it takes a week, and in other places – all that day.

⁶The highest number of visits the interviewer can pay to the same HH in his/her dwelling place is 3, in other places – 2.

interviewer puts the code for the reason of unavailability or refusal in the “Result code” cell on the line of the respective HH in the list of the sampled HHs. The HH is replaced by a HH included in the reserve sample.

- 1.12. During the survey three neighbor HHs (those to the right, to the left and in front of each surveyed HH included in the main and reserve samples) are exposed to the monitoring in the same way.
- 1.13. The monitoring of the neighbor HHs starts from questions aimed to find out whether the HH has a member who migrated before the monitoring period. The interviewer asks one of the well-informed adult HH members: **“Have/has you/he/she ever taken a trip for 3 or more months since 2014 for work, family reunification, permanent residence, study purposes (departure/arrival/return from the trip for 3 or more months made before 2014)?”**
- 1.14. If the answer is positive and the HH members are willing to participate in the survey, the interviewer conducts the survey in the same way as in the case of the sampled HHs. Then the interviewer puts the code for “survey completed” in the respective cell under the “Result code” field on the line of the neighbor HH in the address list of the sampled HHs.
- 1.15. If the answer is negative, the HH is unavailable, refuses to participate in the survey or there is no neighbor HH, the monitoring is stopped and the interviewer puts the code for the reason why the monitoring has been stopped in the respective cell under the “Result code” on the line of a neighbor HH.

2. The main instruments and compulsory clauses

2.1. The main instrument of the study is the survey questionnaire, which consists of the TITLE PAGE⁷ and 5 sections:

- ✚ SECTION 1. WELFARE AND REMITTANCES,
- ✚ SECTION 2. SOCIO-DEMOGRAPHIC AND ECONOMIC CHARACTERISTICS OF HH MEMBERS,
- ✚ SECTION 3. THE SCHEDULE OF MIGRATION DEPARTURES AND ARRIVALS FROM THE GIVEN SETTLEMENT OF PRESENT AND ABSENT H/H MEMBERS SINCE 2014,
- ✚ SECTION 4. RETURNEES FROM ABROAD,
- ✚ SECTION 5. THOSE WHO ARE ABROAD.

⁷It includes the ID code of a HH, the place of the interview (marz, settlement, type of settlement), the names of the interviewer and the group leader, as well as some details concerning the interview process, namely the date, the number of visits, the filled out parts of the questionnaire and the level of its completeness.

- 2.2. The first two sections are filled out by all the surveyed HHs,⁸ while the rest – only by the HHs that have the members who migrated prior to the monitoring period⁹ and are either in Armenia or abroad during the monitoring period itself.
- 2.3. Taking into account the previous clause, the survey questionnaire is published in three separate parts. The first one contains TITLE PAGE and the Sections 1, 2 and 3; the second one - Section 4, and the third one - Section 5.
- 2.4. The questions included in the Section 1 and concerning the HH should be answered by the most informed adult member of the HH.¹⁰
- 2.5. The Sections 2, 4 and 5 should work vertically: until passing to the next HH member registered in these Sections all the personal data and information related to the previous member should be gathered.
- 2.6. Unlike the previous Sections, the Section 3 works horizontally: at first, all the departures/arrivals done by the migrant member of the HH prior to the monitoring period are recorded, only then the interviewer proceeds with the next respondent.
- 2.7. The data that should be recorded in the Section 1 is provided by one of the most informed adult members of the HH.
- 2.8. To fill out the Sections 2,3 and 4, the personal data related to the HH adult members that are in Armenia in any case should be gathered from them personally.
- 2.9. If any of these HH members is unavailable during the monitoring period, the data is provided by the member who has answered the questions of the Section 1.
- 2.10. The same HH member also provides personal data related to all the minor members and those who are abroad.
- 2.11. All the records in the survey questionnaire should be done by hand. Incorrect record should be crossed out carefully with a single line, and the right one should be written down next to it.
- 2.12. It is, to a large extent, not desirable to make corrections in the filled out questionnaires. If the number of corrections is high, it is suggested to fill out an empty questionnaire.
- 2.13. The answers are recorded only in the respective not colored cells envisaged for the given question.
- 2.14. If there is no specific note printed in italics,¹¹ the interviewer may write down only one answer option in the only cell envisaged for that question. If it is difficult for the respondent to decide on the final answer option, the interviewer should give him/her some time to come up with the final decision.

⁸Including the neighbor ones.

⁹From January 1, 2014, till May 1, 2017.

¹⁰He/she is chosen by the HH members themselves. Other adult HH members also can answer these questions, however, if their answers contradict each other, the final option is recorded only when the HH members come to a common conclusion.

¹¹For instance: “IV...,” *etc.* Such notes are by no means read aloud, as they are envisaged to guide the interviewer during the interview process.

- 2.15. In the case of some questions, the choice of more than one answer options printed in the questionnaire in italics should be taken as optional, but not compulsory. The respondent is free to choose less number of answer options than that mentioned in the questionnaire.
- 2.16. If respondent chooses more answer options than he/she is supposed to, he/she is asked to think again and choose limited number of options by leaving out less important ones.
- 2.17. **Special Questionnaire Codes of the survey are: “-97” – “No information/is not aware,” “-98” – “Finds it hard to answer/does not remember,” “-99” – “Refuses to answer.”** These answer options are not read aloud. Before recording them the interviewer should make sure that a respondent has not chosen any of these answer options because of not getting right/misunderstanding the question.
- 2.18. If there is no other note, the interviewer reads aloud with expression not only the question, but all the answer options and only as they are formulated in the edited questionnaire.
- 2.19. The questions by no means should be accompanied by comments and explanations. In case the respondent asks for an explanation, the question may be, at most, read aloud one more time as clear as possible.
- 2.20. If there is no answer option in the questionnaire corresponding to that given by the respondent, and there is no «other» option as well, the answer is recorded in the margin of the questionnaire.
- 2.21. Cash money is recorded in the questionnaire in accordance with the instructions.
- 2.22. Depending on a question/its answer options, “→” conventional sign indicates the question that should be answered next.

3. Special instructions on conducting the interview and filling out the survey questionnaire

Overall, to conduct the interview right it is enough to follow the instructions mentioned above and the guidelines pointed out in the questionnaire. However, to avoid issues related to some confusing records and questions, the additional instructions are presented below.

3.1. TITLE PAGE

- 3.1.1. In regard to both the main and the reserve samples, the “NUMBER OF QUESTIONNAIRE” is rewritten from the respective cell in the „ID” column in the address list of the sampled HHs provided by the group leader to the interviewer.
- 3.1.2. In the case of the neighbor HHs, the “NUMBER OF QUESTIONNAIRE” is the number of the surveyed sampled HH whose neighbors they are. To the right of the number, in the separate cell, the settlement distribution code of the HH is mentioned.¹²

¹²1.Right, 2.Left, 3.Front.

3.2. SECTION 1.WELFARE AND REMITTANCES

3.2.1. „Question 6. Please list the current sources of your HH means of subsistence according to their importance.” It is a compound question that is aimed to find out, firstly, which of the 11 means of subsistence listed in the questionnaire as answer options are the sources of income for the given HH, and, secondly, how the HH rates them according to their importance.

3.2.2. *The question and all the sources of income listed under the answer options are read aloud one by one. Each of the answer options is followed by an intermediate question:*

“Do you have such a source of income?”

If the answer is „Yes,” the number of the source is taken in a circle; if the answer is „no,” no note is done.

When the list of the sources of income of the HH is known, the following question is asked:

„What is the most important source of your HH among those you have listed?”

When the answer is given, „1” is put in the empty cell next to the respective source of income. Then, the following question is given:

„And what is the second most important source of income for your HH?”

When the answer is given, „2” is put in the empty cell next to the respective source of income.

Similarly, the interviewer finds out the level of importance of the rest of the sources of the HH.

3.2.3. „Question 12: «How were/are/will these incomes used?»

This question is also a compound one, as it helps reveal, firstly, which among the 20 answer options are the HH needs that have been/are/will be covered by the income received from abroad, and, secondly, what percentages of the income have been/are/will be allocated for each item. *The question and all the articles of expenditure listed as the answer options are read aloud one by one. Each answer option is followed by the question:*

„Have you used/will you use your income received from abroad to cover such expenses?”

If the answer is „yes,” the number of the respective article of expenditure is taken into a circle; if the answer is “no,” no note is done.

When the list of the articles of expenditure of the HH covered by its income received from abroad is known, the following is asked:

“Evaluate, please, the part of the sum spent/will be spent on the corresponding item in %.”

The percentages allocated for each article of expenditure are recorded in a cell next to each of them.

Once the interviewer has finished with the articles of expenditure, he/she sums up all the percentages. If the result is either more or less than 100, the interviewer tries to clarify/recalculate it with the help of the respondent.

3.3. SECTION 2. SOCIO-DEMOGRAPHIC AND ECONOMIC CHARACTERISTICS OF HH MEMBERS

3.3.1. This Section should contain data about all those who at any point of time in the period between 2014 and 2017 were a member of the HH and are alive in the monitoring period.¹³

3.3.2. Thus, it is extremely important that a respondent gets right the content of the Question 1 in this Section. To make it sure, the interviewer should ask an additional question after having all the HH members registered: **“Did not you have any other member in 2014-2017 that you have forgot to mention, did you?”** If the answer is positive, the interviewer registers these members.

3.3.3. Registration codes of the HH members are determined by their relation to the first registered member.¹⁴ Once a HH member is registered, the interviewer should ask his/her name and write it down in the cell above the respective code. Later on it helps ask some questions in the correct way. If the respondent refuses to give the names of the HH members, the interviewer should not insist.

3.3.4. If there are more than 7 HH members, to register and survey the 8th and the rest of the members an additional questionnaire is used. Before making notes in the latter, the **“NUMBER OF QUESTIONNAIRE” of the HH is rewritten** on the same line of the TITLE PAGE of the new questionnaire. It should be done very carefully, since incorrect record will imply that these two questionnaires cannot be considered as the two parts of the same survey. Hence, the **questionnaires will not be accepted** because of being incomplete.

¹³See Question 1. Inclusion of not only current, but also former members of a HH (the part of them are not considered HH members any more, most probably, because of migration) provides holistic measurement of migration flows.

¹⁴See the answer options for the Question 1.

- 3.3.5. In the first cell on the first “s/n of HH member” line in the Section 2 of an additional questionnaire the “1” record is crossed out with a line and “8” is written next to it. The same is done in the case of the 9th and the rest of the HH members.
- 3.3.6. **“Question 5. What country are/is you/he/she currently a citizen of?”** The answers can be recorded in three separate cells for each respondent. In the cells at the top the code of the answer options are recorded. If the “RA” option is chosen, no other note is done. If the answer is “RA and other country” or “Other,” the name of the respective country is recorded in the second cell. In regard to the 3rd, colored cell, after the survey the group leader uses it to record the code of the respective country.
- 3.3.7. The questions 31 and 40 (**“Has she/he undertaken travel (departure/arrival/return from a trip started before 2014)2 for longer than 3 months since 2014, while being a member of your HH?,” “Have/has you/he/she ever taken a trip for 3 or more months since 2014 for work, family reunification, permanent residence, study purposes (departure/arrival/return from the trip for 3 or more months made before 2014)?”**) provide understanding of the meanings **“migration”** and **“migrant”** used in the framework of the study, thus they are extremely important. The former (data on them is gathered through the Question 31) and the current (data on them is gathered through the Question 40) HH members are divided into those who have been/are migrants during the monitoring period (in this case they answer the questions in next sections of the questionnaire) and those who have not/are not (in that case the survey is finished). **Before recording the answers to these questions the interviewer should be completely sure that a respondent has understood the meaning of migration, its timeframe (3 and more months) and goal (permanent residence, work, education) as they should be considered in the framework of the study.**
- 3.3.8. **“Question 38. Where do you/does he/she plan to leave for?”** The interviewer records the name of the respective country in not colored cells. When the group leader receives the filled out questionnaire, he/she codifies the records putting the code of each country in the colored cell under a country name.
- 3.3.9. **“Question 41. How many such kind of trips have took place during that period of time?”** With the help of the question the interviewer records the sum of departures and arrivals of the HH migrant member done since 2014.
- 3.3.10 **“Table 42”** summarizes the data of the Section 2. Overall number of the surveyed HH members is recorded in its **first cell**, which should be equal to the number of the columns containing the records made in the Section 2. The number of non-migrant members, i.e. the number of those who have answered “no” to the questions 31 and 40 of the Section mentioned above, is recorded in **the second cell**. The number of the HH migrant members, i.e. of those who have answered “yes” to the questions 31 and 40, is recorded in **the third cell**. The sum of the numbers written **in the second and the third cells**

should be equal to the value of the number written in **the first cell**. The records done **in the third cell** are distributed into next 3 cells of the table. The number of the HH migrant members who have been abroad during the monitoring period is mentioned **in the fourth cell**; the number of the HH returned migrant members is written **in the fifth cell**, and the number of the members who have arrived to Armenia for the first time, i.e. the number of those who had never lived in Armenia before, but after 2014 came to Armenia and has not migrated so far, is recorded in the sixth cell.

3.4. SECTION 3. THE SCHEDULE OF MIGRATION DEPARTURES AND ARRIVALS FROM THE GIVEN SETTLEMENT OF PRESENT AND ABSENT H/H MEMBERS SINCE 2014

- 3.4.1** In this section of the questionnaire the interviewer surveys the HH members who since 2014 has made at least one departure or arrival, i.e. those who have answered “Yes” to the questions 31 and 40 of the Section 2.
- 3.4.2** In the case the number of the HH members mentioned above or their trips exceeds 5 or 7, the maximum values listed in the questionnaire, the “Annex to the Section 3”¹⁵ is used.
- 3.4.3** Firstly, the “NUMBER OF QUESTIONNAIRE” mentioned in the questionnaire of the HH is rewritten in the respective line of the “Annex.” If there is no such record or it is incorrect, it will imply that these two questionnaires cannot be considered as the two parts of the same survey. Thus, the questionnaire will not be accepted.
- 3.4.4** If the “Annex” is used because there are more than 5 HH migrant members, the interviewer crosses out each second Roman numeral indicated in parenthesis in the cells on the first line. If it is used because there are more than 7 HH migrant members, each first Roman numerical is crossed out.
- 3.4.5** “**Question 3.2. Purpose/nature of the trip.**” It is a compound question. After the interviewer has registered the migrant member of the HH, the month and the year of his/her trip (“Question 3.1”), firstly, he/she finds out whether it has been “Departure,” “Arrival” or “Arrival of a person who had never been to Armenia before.” Then, the respondent indicates the purpose/motivation of the trip from answer options listed at the bottom of the table summarizing the Section 3 (Questionnaire, p.8). Only after that the interviewer records the respective code (if the trip was “Departure,” the code is chosen from the numbers in the column “Departure;” if it was “Arrival” - from numbers in the “Arrival” column, and if it was “Arrival of a person who had never been to Armenia

¹⁵See Appendix 3.

- before” - numbers from the “Arrival of a person who had never been to Armenia before” column).
- 3.4.6** The arrivals of the migrants that/have been abroad (temporal visits because of family, domestic, legal and other circumstances) that have been/are just breaks in the trip are not considered as «arrivals», thus not recorded.
- 3.4.7** Detailed instructions related to the rules of procedure of gathering and recording of the rest data of the section are presented on the page 7 of the first part of the SURVEY QUESTIONNAIRE.

3.5. SECTION 4. RETURNEES FROM ABROAD

- 3.5.1.** In this section the interviewer continues **to survey the HH members who have been migrants in the period preceding the monitoring¹⁶ and whose last migration trip¹⁷ was return from abroad.**
- 3.5.2.** This section is presented in the form of a separate questionnaire, that is why before proceeding with it **the “NUMBER OF QUESTIONNAIRE”** of the HH mentioned in the first part of the questionnaire should be rewritten on the respective line of this section. It should be done very carefully, as the incorrect record will imply that these two questionnaires cannot be considered as the two parts of the same survey. Thus, **such a questionnaire will not be accepted.**
- 3.5.3.** The next step is recording of serial number/s of **the HH “returned migrant member/s” mentioned in the Section 2¹⁸ in the cell/s on the first “The s/n of the member returned from abroad mentioned in the S2” line in this Section.** In this case the incorrect record will also imply that these two parts of survey cannot be considered as such. Thus, **such questionnaires will not be accepted.**
- 3.5.4.** Before proceeding with the survey of the “returned migrant member,»the interviewer should also make the respective record in the “The s/n of the responding member mentioned in the S2” cell of the respondent.
- 3.5.5.** **“Question 30. What problems did you have connected with your work?”** The question and the problems are read aloud one by one. Each problem is followed by the question **“Did you have such a problem?”** If the answer is positive, the number of the respective answer option is taken in a circle; if the answer is negative, no record is made.

¹⁶Those who have answered “Yes” to the questions 31 and 40 of the Section 2.

¹⁷The code of the last record on the 3.3 line of the member in the Section 3 is “1,” i.e. “Returned from abroad– a person arrived from abroad, who had been to Armenia before.”

¹⁸In accordance with the notes in the cells on the first “The s/n of the HH member” line in the Section 2.

3.5.6. “Question 31. During your work have you been subjected to human rights violations/ forms of coercion like these?” The procedure of gathering and recording the respective data is the same as in the case of the previous question.

3.6. SECTION 5. THOSE WHO ARE ABROAD

3.6.1. In this Section of the Questionnaire the interviewer continues **to survey the HH members who have been migrants in the period preceding the monitoring¹⁹ and whose last migration trip²⁰ was departure. In other words, indirect monitoring of the migrants that are abroad is being conducted.**

3.6.2. This section of the questionnaire is also presented in the form of a separate questionnaire, thus before proceeding with it it is necessary to rewrite the **“NUMBER OF QUESTIONNAIRE”** of the HH on the respective line of this questionnaire. It should be done very carefully, since incorrect record will not let identify these integral parts of the survey, and such a questionnaire will not be accepted.

3.6.3. The next step is recording of serial number/s of the HH “migrant member/s who are abroad” mentioned in the Section 2²¹ in the cell/s of the first “The s/n of the member who is abroad mentioned in the S2” line in this Section. In this case incorrect record also will not let identify the integral parts of the survey, and **the questionnaire will not be accepted.**

3.6.4. Before proceeding with the survey of **the “migrant member that is abroad,”** the interviewer should make the respective record in the “The s/n of the responding member from the S2” cell of the respondent.

4. Post-survey works

4.1. When the survey is done, the interviewer expresses his/her gratitude to the respondents and before saying goodbye asks the phone number of the HH member who was the main respondent, as 1) the interviewer may need some clarifications on the data, and 2) the managers of the Program should have an opportunity to check his/her work.

4.2. If the respondent is willing to give his/her phone number, the latter along with his name are recorded in the top margin of the first part of the survey. Thus, collaboration with this HH is ended.

¹⁹Those who have answered “Yes” to the questions 31 and 40 of the Section 2.

²⁰Meaning that the code of the last record on the line 3.3 of the HH member in the Section 3 is “2.” i.e. “Departure.”

²¹In accordance with the notes done in the cells on the first “The s/n of HH member” line in the Section 2.

- 4.3. If the respondent refuses to give his phone number, the interviewer does not insist, says goodbye and leaves.
- 4.4. During the two days following the survey the interviewer transfers the filled out questionnaire to the group leader.
- 4.5. During the two next days the group leader checks the quality of the filled out questionnaire. Depending on the results, the questionnaire can be approved, if there are problems, the probability of their elimination is assessed.
- 4.6. If the questionnaire is accepted, the group leader codifies it (the Questions 5 and 38 in the Section 2, and the Questions 3, 4 in the Section 3) during the two days to input the data.
- 4.7. The questionnaire that should be corrected is returned to the respective interviewer so that he/she solves the issues.
- 4.8. If the issues cannot be solved, the questionnaire is considered to be spoilt, and to replace it a new survey is conducted. At the suggestion of the group leader it is discussed whether the survey should be conducted by the same interviewer or not.

5. Feedback

If during the monitoring the interviewer comes up with questions/faces issues, he/she directly contacts his/her moderator. If the latter is unavailable, the interviewer contacts the senior expert or the manager of the Program.

If the group leader cannot come up with a final solution, he/she, in its turn, appeals to the senior expert or the manager of the Program.

A HH is provided with the phone numbers shown below so that its members can get in touch with the senior staff of the Program.

Ruben Yeganyan, Program Manager - (091) 64-91-70

Rafik Nazaryan, Senior Expert of the Program - (096) 87-58-09

APPENDIX 1. Summary of the Address List of the HH of the Main and the Reserve Samples and the Monitoring Results

Shirak		Marz ID		07	Group Leader ID		05		S. Avetisyan						
City of Gyumri		Cluster ID		2564	Interviewer ID										
Main Sample							Monitoring Results								
							Main HH			Neighbor HH					
№	ID	HH №	Street	Building/ House	Apt.	Name, Surname				Right		Left		Front	
							NV	RC	NL	R C	N L	R C	N L	R C	NL
1.															
2.															
3.															
4.															
5.															
6.															
7.															
8.															
9.															
10.															
11.															
12.															
13.															
14.															
15.															

Shirak			Marz ID		07	Group Leader ID			05			S. Avetisyan			
City of Gyumri			Cluster ID		2564	Interviewer ID									
Reserve Sample							Monitoring Results								
№	ID	HH №	Street	Building/ House	Apt.	Name, Surname	Main HH			Neighbor HH					
										Right		Left		Front	
							NV	RC	NL	RC	NL	RC	NL	RC	NL
1															
.															
2															
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3															
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4															
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2														
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4														
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5														

Codes of Results

1	Completed survey: non-migrant	10	The HH is abroad (the date of the departure is unknown)
2	Completed survey: returned migrant	11	HH's refusal to answer
3	Completed survey: migrant that is abroad	12	The HH member's refusal to answer
4	Completed survey: returned migrant that is abroad	13	The adult/informed member is absent /unavailable
5	The address has not been found	14	Inconvenient situation for filling out the survey
6	No one lives at this address	15	It is impossible to conduct survey in Armenian
7	No information on the HH has been obtained	16	The neighbor HH did not have a migrant member in 2014-2017
8	The HH is in Armenia, but unavailable during the survey	17	There is no neighbor HH
9	The HH is abroad having left the country in the period between 2014-2017 (the number of the HH members should be mentioned)	18	Other

Appendix 2. Information letter to a HH



Russian-Armenian (Slavonic) University

Vice-rector for scientific work at RAU

Tel. (37410) 26-28-11

E-mail: pavetisyan@rau.am

April 20, 2017

Yerevan

Dear Sir/Madam,

Russian-Armenian (Slavonic) University on the request of the State Committee of Science of MES of RA conducts sample survey of HHs, which is aimed to gain a correct understanding of one of the most serious issues the Republic of Armenia is facing, namely external migration; to reveal and assess trends of changes in external migration situation, which is necessary for the respective official bodies to elaborate and implement effective and well-grounded policy.

Your HH has been chosen by random sampling as one of the 2100 HHs of RA that are to be surveyed.

I kindly ask you to collaborate with the interviewer representing our research group in conducting the survey with your HH.

Should you have any questions related to the study, you can contact Rafik Nazaryan, the senior expert (tel.: (096) 87-58-09), and Ruben Yeganyan, the manager of the Program (tel.: (091) 64-91-70).

Thank you in advance for your time and support.

Sincerely yours,

Vice-rector for scientific work at RAU

P. S. Avetisyan

APPENDIX 3: ANNEX TO THE SECTION 3 (SAMPLE)

**NUMBER
QUESTIONNAIRE**

OF

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<i>Code of Marz</i>	<i>Code of Cluster</i>	<i>Code of H/H</i>
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<div style="border: 1px solid black; width: 60px; height: 40px; margin: 0 auto;"></div> <p><i>Neighbor H/H 1. Right 2. Left 3. Front</i></p>
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Serial No. of H/H member according to S2	2	3.1. – 3.3. Characteristics of the trip	3.4. The serial number of the trip (return/departure/arrival) <i>(I/r. Circle the right number)</i>				Transition	
			(I) (VIII)	(II) (IX)	(III) (X)	(IV) (XI)		
1	2	3	4	5	6	7	8	
	3.1	Beginning / End	Year / Month					➔
	3.2	Purpose/ nature						
	3.3	Country of arrival/ departure	Name / Code (G/I)					
	3.1	Beginning / End	Year / Month					➔
	3.2	Purpose/ nature						
	3.3	Country of arrival/ departure	Name / Code (G/I)					
	3.1	Beginning / End	Year / Month					➔
	3.2	Purpose/ nature						
	3.3	Country of arrival/	Name / Code					

		departure	<i>(G/I)</i>					
3.1	Beginning / End	Year						→
		Month						
3.2	Purpose/ nature							
3.3	Country of arrival/ departure	Name						
		Code (G/I)						

3.2. Purpose / nature of the trip	Codes of answers			Transition mechanism	
	Departure	Return	Arrival of a person who had never been in Armenia before		
Seasonal (until 1 year) job	11	21	31	If the first symbol of the last trip is '1»	→ S5
Non-seasonal short-term (until 1 year) job	12	22	32		
Long-term (more then 1 year) job	13	23	33		
Family unification	14	24	34	If the first symbol of the last trip is '2»	→ S4
Family other issues (with whole family, marriage, divorce, etc.)	15	25	35		
Permanent residence	16	26	36		
Study/ education	17	27	37	If the first symbol of the last trip is '3»	→ 0
Forced migration / escape	18	28	38		
Reaching the main goal	19	29	39		